



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
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5th April 2021

Dear Member,

I hereby summons you accordingly to the Town Council Meeting to be held on **Monday 12th April 2021 at 7.30pm.**

The meeting will be conducted remotely and Members will be sent log in details via email.

Members of public wishing to observe this meeting please email clerk@rayleightowncouncil.gov.uk by 1.00pm on the day of meeting in order to receive access details.

The following agenda and attachments are issued for the Council to take decisions as required. You are expected to consider this agenda and any related documents in advance of this meeting and, if you feel that additional information to aid your decision-making process is required, you must inform the Clerk in order to allow time for this to be provided before the meeting is scheduled to commence.

Please address any questions to the Deputy Town Clerk by 1.00pm on 9th April 2021

Yours sincerely,

K T Gaiger

PP
Mr M Letch
Town Clerk

Councillors: J Burton, Mrs C Callis, R Dowell, R Dray, E Dray, J Lawmon, C Lumley, Mrs J Lumley, Mrs D Mercer, R Milne, J Newport, R Oatham, K Podd, Mrs C Pavelin, Mrs C Roe, R Shorter, B Smart, Mrs J Sawford, Mrs M Spencer, D Sperring, C Stanley, I Ward, T Wallis.

AGENDA

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulation 2020 came into force on 4th April 2020. This enables Local Councils to hold remote meeting (including video and telephone conferencing) for a specified period until May 2021. This also remove the requirement to hold an Annual Meeting. The 2020 Regulation applies to Local Council meetings, committee and sub-committee meetings.

51/21 DECLARATION OF MEMBER'S INTERESTS

Declaration of interests by members for any item on this agenda.

- 52/21 PUBLIC FORUM**
The meeting shall be adjourned for 15 minutes for members of the public to speak on matters relating to this agenda. A maximum of 2 minutes will be allowed per speaker
- 53/21 APOLOGIES FOR ABSENCE**
To be notified to the Town Clerk.
- 54/21 CHAIRMANS ANNOUNCEMENTS**
The Town Council Chairman attended the RRAVS AGM on 16th March 2021
- 55/21 MINUTES OF TOWN COUNCIL MEETINGS**
Motion. The Council approve the minutes of the Town Council meeting that was held on 1st March 2021 as a true record.
- 56/21 MINUTES OF COMMITTEE MEETINGS**
Motion. To receive and consider recommendations made in the minutes for the following Committee meetings
- Planning & Highways Committee held on 29th March 2021 (minutes to be approved by Committee Chairman and circulated)
- The next Planning & Highways Committee meeting will be held on Monday 19th April 2021 at 7.00pm via remote access.
- 57/21 To consider the asset register.**
Motion. The asset register is approved as published.
- 58/21 MARKET**
Members to note that the market continues to operate with 4 essential stalls only depending on government guidelines this may be extended to non-essential stall holders from 12th April 2021. The Town Council office will liaise with the Environment Committee Chairman and RDC Environmental Health.
- 59/21 ROCHFORD HUNDRED ASSOCIATION OF LOCAL COUNCILS**
Members to note the next meeting will be held on 15th April 2021 at 7.30pm via Zoom. The Council Chairman and representatives have been informed of the date and the agenda will be circulated when received.
- 60/21 COUNCIL MEETINGS**
Members to note that regulations currently allow local authorities to hold meetings remotely up to 7th May 2021. After this date, without any further action from the Government, all local authorities including local councils must return to face to face meetings. The NALC are currently working with a number of national bodies to press the government to extend these regulations. However, there appears to be no plans to grant an extension. Therefore the Town Council has to prepare for face to face meetings, the first being Monday 17th May 2021, Annual Town Council. Members to receive a copy of the guidance from NALC. (attached). The meeting cannot be held at an earlier date due to the election on 6th May 2021.

61/21 KING GEORGE V PLAYING FIELD

Members to note that football has returned to the King George V Playing Field from the weekend 3rd/4th April 2021. All clubs expressed their thanks to the Town Council for the assistance with field hire fees and training for the remainder of the 2020/2021 season.

62/21 RDC ASSETS

Members to note the Webinar took place on 17th March 2021 to discuss the plans for the RDC Rayleigh assets. Links to the webinar and questions have been issued for those who could not attend the meeting and circulated to all members. The consultation period has been extended to 18th April 2021.

63/21 HOLY TRINITY CHURCH

Members to note the Holy Trinity Church will be closed for refurbishment from 18th October 2021 to 14th April 2022.

64/21 COMMUNITY SAFETY WORKING GROUP

Members to receive a copy of the notes from the Community Safety Working Group meeting held on 31st March 2021 (attached)