



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
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Dear Member,

You are hereby summoned to a meeting of the Town Council to be held on **Monday 26th July 2021 at 7.30pm at The Megacentre, 7 Brook Road, Rayleigh, Essex, SS6 7UT** for the transaction of business as set out below.

The public and press are welcome to attend and the meeting.

Yours sincerely,

Mr M Letch
Locum Clerk 19th July 2021

Councillors: D Belton, S Belton, J Burton, C Cannell, C Callis, E Callis, R Dowell, R Dray, J Jacobs, R Lambourne, J Lumley, D Mercer, R Milne, J Newport, S Page, C Pavelin, C Roe, B Smart, J Sawford, D Sperring, C Stanley, J Waight, I Ward.

AGENDA

- 73/21** Those present and apologies for absence. Apologies have been received from Cllr J Sawford.
Motion. The council to record and accept apologies for absence
- 74/21** **Declaration of members' interests**
Members of the Council are subject to paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (Non-Pecuniary interests) of that Code. Members are also subject to paragraphs 9-11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest.
- 75/21** **Chairman Announcements**
Members to note the Chairman attended the following engagements
- 23rd June 2021 – unveiling of plaque in High Street for Mr J Daines
 - 27th June 2021 – presenting of medal following the Heritage Run 2021
 - 11th July 2021 – presenting of trophies for the Rayleigh Primary School Tennis Tournament at Rayleigh Tennis Club

76/21 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

77/21 MINUTES OF TOWN COUNCIL MEETINGS

Motion. The Council approve the minutes of the Town Council meeting that was held on 21st June 2021 as a true record.

78/21 Minutes of committee meetings.

- a. Planning & Highways Committee Meeting held on 5th July 2021
- b. Open Spaces held on 12th July 2021

79/21 Finance reporting.

To receive a list of all payments up to the end of June 2021. Cheque numbers 9271 and 9272 are spoilt cheques.

To receive a list of budgetary information on all accounts.

To note that cheque number 9173 will be cancelled as this project will not be going ahead due to a change in organisation.

Motion. The Council notes the budgetary information for June 2021 and confirms that the account balance of £551,119.79 agrees with the reconciliation.

80/21 Budgets.

To note the current budget performance and consider 2022-23 planning

81/21 Correspondence

- a. Complaint about councillor conduct.
- b. Raleigh Mount
- c. Audible minutes
- d. King George V Playing Field use

82/21 Council I.T. and telecoms services.

Motion. To review IT & Telecoms services to ensure that they operate efficiently for Raleigh Town Council and its staff members. A working group to be set up to make a recommendation back to Full Council within 3 months.

83/21 Council documentation

Motion. With immediate effect all documentation sent to members should be sent to members' notified email address only, and where that documentation cross references or refers to attachments, those attachments be also included, or a link to them.

84/21 To consider a request to use an area of KGV playing field as temporary working space.

Risk assessment and method statement for work to follow.

85/21 Christmas Lights Event 2021

Motion. The Council to agree that the Christmas Lights Switch On Event scheduled to take place on Thursday 25th November 2021 to be cancelled due to concerns over Covid-19 during the winter months and the impact this may have on large scale events. Members to note that the lights will go up as in previous years.

Member to note that Lions Club of Rayleigh have cancelled the firework display due to take place in King George V Playing Field in 6th November 2021 due to health and safety and financial risks associated with this in relation to the Covid-19 Pandemic.

86/21 To consider proposals for Rochford District Council Welcome back fund

87/21 Remembrance 2021

Members to note that the Remembrance Service will take place on Sunday 14th November 2021. This will be an outside service in front of Rayleigh British Legion Club. The Town Council will require volunteers to assist on the morning as marshals.

87/21 Rochford Hundred Association of Local Councils

Members to note that the Town Council Chairman attended the RHALC meeting held via zoom on 15th July 2021. Minutes will be provided in due course. The apologies of the Town Council Vice Chairman were given.

88/21 Items for next agenda.