



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
Tel: 01268 741880
Email: clerk@rayleightowncouncil.gov.uk
www.rayleightowncouncil.gov.uk
VAT number: 830 7558 23

Dear Member,

You are hereby summoned to a meeting of the Town Council to be held on **Monday 14th March 2022 at 7.30pm** at The Pavilion, King George V Playing Field, Bull Lane, Rayleigh, SS6 8JD (entrance via Websters Way) for the transaction of business as set out below. The press and public are welcome to attend.

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

Yours sincerely,

A handwritten signature in black ink, appearing to be 'M Letch', written over a white rectangular background.

Mr M Letch
Locum Clerk 9th March 2022

Councillors: D Belton, S Belton, E Brewer, J Burton, 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

22/22 Those present and apologies for absence.

To note that Cllr Elizabeth Brewer has signed the declaration of acceptance in the presence of the Locum Clerk.

Motion. The council to record and accept apologies for absence.

23/22 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.

24/22 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.

- 25/22 District and County Councillors updates**
To receive a short report on matters relating to Rayleigh.
- 26/22 Minutes of Town Council meeting**
Motion. The Council approves the minutes of the Town Council meeting that was held on 17th January 2022 as a true record.
- 27/22 Finance**
- a. To receive a list of all payments up to the end of December 2021.
 - b. To receive a list of budgetary information on all accounts.
Motion. The Council notes the budgetary information for December 2022 and confirms that the account balance of £325,372.38.
 - c. To receive a list of all payments up to the end of January 2022.
 - d. To receive a list of budgetary information on all accounts.
Motion. The Council notes the budgetary information for January 2022 and confirms that the account balance of £302,244.39.
- 28/22 Correspondence**
None this month
- 29/22 Consultations**
None this month
- 30/22 John Fisher Playing field**
To note that the District Council is preparing a draft lease which should be ready for evaluation by late March.
- 31/22 Purple Flag**
The purple flag award will be referred to the communities committee.
- 32/22 Neighbourhood Plan**
Motion. The Council will commission a feasibility study to evaluate the benefits and potential methods for delivering a neighbourhood plan.
- 33/22 CCTV.**
Motion. It is proposed that the Town Council accepts the attached terms of Rochford District Council offer to install CCTV in Rayleigh Town Centre and instruct that work commence immediately. Proposer Cllr Lambourne.
- 34/22 To note minutes from Planning committee.**
- 35/22 To note minutes from the Environment Committee.**
- 36/22 To note the minutes from the Communities Committee meeting.**
- 37/22 To note the minutes from the Personnel Committee meeting.**
- 38/22 To note minutes from the partnership panel meeting.**

- 39/22 To receive an update on the food support grant**
- 40/22 Remembrance**
To note plans for Remembrance Day and to appoint volunteers to co-ordinate the event.
- 41/22 Annual Town Awards**
To note that the closing date for the Annual Town Nomination forms was 4th March 2022. The Town Council sent forms to all schools, organisation and clubs via email and included the form on the Town Council's Facebook page and noticeboards. Only two schools have responded. A table is attached showing which categories which have received nominations. The Town Council usually receives several nominations from across the community, in each category. The limited response could be a result of the Covid-19 Pandemic, as events may not have been held or clubs/organisations may have not met. The Chairman of the Town Council has not been invited to many engagements over the last year, therefore it would be difficult for him to nominate a Chairmans Award winner. Members to decide if awards should be held for 2022. Certificates could be sent to each nominee to acknowledge their nomination for this year.
- 42/22 St George Flag Raising**
Members to agree if they wish to hold a St George Flag raising at the Pavilion on Saturday 23rd April 2022 at 10.00am. When the date has fallen previously on a Saturday, members of Rayleigh Football Club are invited to attend, due to them being on site for football training.
- 43/22 Chairman's Engagements**
The Chairman attended the High Sherriff Awards on 3rd March 2022
- 44/22 Items for next agenda.**