



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
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10th February 2025

Dear Member,

You are hereby summoned to a meeting of the **Communities Committee** to be held on **Monday 17th February 2025 at 7.30pm** at The Pavilion, King George V Playing Field, Bull Lane, Rayleigh SS6 8JD, (entrance via Websters Way Car Park) for the transaction of business as set out below.

Yours sincerely,

Mrs K Hardy
Deputy Town Clerk

Councillors: D Balding, E Brewer, N Gallop, N Knell, R Linden, B Newport, L Newport, M Sutton, M Vernon, V Wilson

AGENDA

COM69/24 Apologies for Absence

To be notified to the Town Clerk in advance and agreed at the meeting.
Apologies have been received from Cllr V Wilson.
Motion the committee accept and record apologies for absence.

COM70/24 Declaration of Interest

Members to declare an interest for any item on this agenda only

COM71/24 Substitutes

Members to advise of substitutes to the office in advance of the meeting.

COM72/24 Non-Committee Members Attendance

COM73/24 Public Forum

Members of the public to speak on matters relating to this agenda. A maximum of 2 minutes will be allowed per speaker

- COM74/24 Approve the minutes of the Communities Meetings held on 18th November 2024**
Members to approve the minutes of the Communities Meetings held on 18th November 2024 as a true record (previously circulated).
- COM75/24 Footpath Representative**
Members to receive a copy of the report provided by Mr M Davies
- COM76/24 Rayleigh Town Museum**
Members to receive a copy of the report provided by Mr M Davies
- COM77/24 Income and Expenditure, Budget and EMR Reports**
Members to receive the income and expenditure, budget and EMR Reports for the current year.
- COM78/24 Correspondence**
- COM79/24 Rayleigh Market**
Members to note that the Saturday markets leading up to Christmas were held from Saturday 30th November to Saturday 21st December. (4 weeks). One weekend was cancelled by the Town Council due to the weather conditions.
- COM80/24 Remembrance Parade and Service 2025**

The road closure and rolling roadblock application for 2025 has been approved and received from Rochford District Council.
- COM81/24 Christmas Lights**
Members to note the Christmas Lights Event took place on Thursday 28th November 2024 4pm to 6.30pm.

A working group meeting will be arranged for March to discuss the event for 27th November 2025. The road closure application has been approved and received from Rochford District Council.
- COM82/24 Trinity Fair 2025**
A Trinity Fair Working Group meeting is being held on Thursday 13th February and copy of the notes will be forwarded to this meeting.

The road closure application for Sunday 8th June for the Trinity Fair has been approved and received from Rochford District Council.
- COM83/24 Easter Egg Hunt**
Members to agree to host the Great Easter Egg Hunt in the High Street for 2025. The hunt usually takes place the two weeks of the easter holidays (7th to 21st April 2025).
- COM84/24 St George Flag Raising**

Members to note that St George's Day is Wednesday 23rd April 2025. Members to agree to invite 2 pupils from each primary school to raise the flag with the Town Council Chairman at 10am at the Pavilion.

COM85/24 Rayleigh in Bloom

Further to minute no COM62/24 for the Communities meeting held on 17th November 2025 the Town Council office have contacted Rochford District Council and Cllr J Lumley is enquiring with Essex County Council regarding the ownership of the flower bed adjacent to Holy Trinity Church. The proposal submitted by the Rotary Club can then be discussed depending on the outcome.

Further to minute no COM62/24 of the Communities Committee meeting held on 17th November 2025. Members to note that letter have been sent out to existing sponsors who may wish to collect their sponsorship plaques once they have been removed.

COM86/24 Community Speed Watch

The Town Council has requested dates for on-line training and will send these to members once received.

COM87/24 Annual Town Meeting 2025

Members to note the Annual Town meeting will be held at FitzWimarc School on 10th April 2025. This must be held at this time to comply with regulations.

Members to discuss the suggestion that Annual Town Awards and Rayleigh In Bloom presentation being combined to hold one evening in October.

COM88/24 Inclusive Dementia Community

Updates to be given at the meeting.