



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 Open Spaces Committee to be held on **Monday 19th May 2025 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 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. If you have any questions to aid your decision-making process, you must inform the Clerk of OS, by close of business the Friday before the meeting, in order to allow time for this to be provided before the meeting.

Yours sincerely,

Miss Ann Wood
Locum Town Clerk

Councillors: J Burton, C Stanley, S-J Page, R Lambourne, E Brewer, N Gallop, M Vernon

AGENDA

OS1 Election of Chair

OS2 Election of Vice Chair

OS3 Those present and apologies for absence.

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

OS4 Substitutes & Non-Committee Members Attending

OS5 Declaration of Interests

Members to declare their interest relating to matters on this agenda only.

OS6 Code of Conduct/Civility and Respect

To note that the meeting will be carried out under the terms of the Local Government Association and Rayleigh Town Council's Code of Conduct policy

together with NALC's Civility and Respect pledge with all participants expected to behave in a professional and constructive manner.

OS7 Minutes of the meeting held on 24th March 2025

Motion. Members to agree the minutes of the Open Spaces Committee.

OS8 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.

OS9 Committee Budget

Members to note budget.

OS10 Verbal update from the Committee Clerk on items on the last agenda and an incident on 10/5/25 in KGV

OS11 To discuss the hedges/trees/bushes at John Fisher

OS12 Update from Elm regarding the empty flower bed in the rose gardens.

OS13 To discuss adding plants to the empty barrel planters behind the benches next to the pavilion in KGV.

OS14 To discuss promoting the use of KGV - how can we get more people to pay for the use of the park?

OS15 Memory Walk to raise awareness and funds for dementia

The Rayleigh IDC board are in talks with the Rayleigh Lions regarding organising a Memory Walk to raise awareness and funds for dementia. They would like to use KGV playing field on a Sunday either late August or late September. The Lions would be able to assist in supplying Marshall's ,gazebo, refreshment's, first aid and some funding etc.