



Rayleigh Town Council

The Pavilion, King George V Playing Field, Rayleigh, SS6 8JD
www.rayleightowncouncil.gov.uk

Members of Rayleigh Town Council

You are hereby summoned to attend an Extra-ordinary Full Council meeting of **Rayleigh Town Council** to be held on **Tuesday 26th May 2026** commencing at **7:30pm**. The meeting will be held at **The Pavilion, King George V Playing Field, Rayleigh, SS6 8JD** for the purpose of transacting the following business. Papers have been circulated for items marked with (*)

Members of the public and press are welcome to attend the meeting. All council meetings will be conducted in accordance with the Civility & Respect pledge and adopted Code of Conduct.

Shaun Fishenden

Shaun Fishenden PSLCC

Town Clerk & Responsible Financial Officer

Date Issued: Tuesday 19th May 2026

AGENDA

1. **Apologies for Absence:** To receive and accept apologies
2. **Declaration of Members' Interests:** To receive declarations of pecuniary and non-pecuniary interests for this meeting
3. **Minutes of Previous Meeting:** To approve the minutes of the Annual Council meeting held on 11th May 2026 as an accurate record (*)
4. **Deferred Motions from Annual Council Meeting**
 - 4.1 **Feedback from Cllrs:** To note feedback received from Councillors on the committee structure proposal presented by officers (*)
 - 4.2 **Committee Structure for 2026/27:** To consider a committee structure for the 2026/27 council year
 - 4.3 **Committee Membership for 2026/27:** To agree committee membership for the 2026/27 municipal year
 - 4.4 **Schedule of Meetings:** To agree a schedule of meetings of meetings up to and including the next Annual Meeting of Council (*)
 - 4.5 **Standing Orders:** To review and approve the Council's Standing Orders for the 2026/27 municipal year (*)
 - 4.6 **Financial Regulations:** To review and approve the Council's Financial Regulations for the 2026/27 municipal year (*)

4.7 Scheme of Delegation: To review and approve the Council's Scheme of Delegation for the 2026/27 municipal year (*)

5. Insurance Renewal: To consider quotes received for renewal of the Council's Insurance cover (*)