



**RAYLEIGH TOWN COUNCIL**  
**The Pavilion, King George V Playing Field, Bull Lane,**  
**Rayleigh, Essex, SS6 8JD**  
**Tel: 01268 741880**  
**Email: [clerk@rayleightowncouncil.gov.uk](mailto:clerk@rayleightowncouncil.gov.uk)**  
**[www.rayleightowncouncil.gov.uk](http://www.rayleightowncouncil.gov.uk)**

9<sup>th</sup> July 2025

Dear Member

You are hereby summoned to a Meeting of the Town Council to be held on **Monday 14<sup>th</sup> July 2025 at 7.30pm at The Pavilion, King George V Playing Field, Bull Lane, Rayleigh, Essex, SS6 8JD (entry via Websters Way)** for the transaction of business as set out below.

Members of the public and press are welcome to attend the meeting

**Please address any questions on items on this agenda to the Town Clerk by Friday 11<sup>th</sup> July 2025**

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Ann Wood'.

Miss Ann C Wood  
Locum Town Clerk

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Councillors: D Balding, E Brewer, J Burton, N Gallop, L Knell, N Knell, R Lambourne, R Linden, J Lumley, R Milne, B Newport, J Newport, L Newport, M O'Leary, S-J Page, C Roe, D Sperring, C Stanley, M Sutton, M Vernon, I Ward, I Wilson, V Wilson

## **AGENDA**

**036/25 Those present and apologies for absence.**

Apologies to be notified to the Locum Town Clerk in advance.

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

**037/25 Declarations 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

**038/25 Code of Conduct/Civility & 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

**039/25 Public Forum**

Members of the public to be given the opportunity to speak on matters relating to this agenda. A maximum of 2 minutes will be allowed per speaker and total of 15 minutes.

**040/25 Minutes of the Town Council Meeting**

**Motion.** The Council to approve the minutes of the Town Council meeting that was held on 12<sup>th</sup> May 2025 as a true record (attached)

**041/25 To Receive and Note Committee Meeting Minutes**

19<sup>th</sup> May – Open Spaces Committee

9<sup>th</sup> June – Policy & Finance Committee

16<sup>th</sup> June – Communities Committee

**042/25 Finance**

Members to note the current bank balances as of 30th June 2025

Unity Current £382,492.32

Unity Savings £152,289.33

Unity KGV £36,694.22

Nationwide £172,320.00

PWLB -£70,000

of which:

Ear Marked Reserves – see attached.

**043/25 Chairman's Engagements**

Members to note the engagements that have been attended by the Chairman

**044/25 Internal Audit Report – 2024-2025**

To receive and discuss the Internal Auditor's Report for 2024-2025 and to agree a plan to deal with any issues raised

**045/25 Festive Lights Working Group**

Following a meeting of the Festive Lights Working Group on 8th July 2025, a recommendation is placed before the Council for agreement

**Motion** – That the Council agrees to a one-year contract with Aylesford Electrical of £17900.00 for the Festive Lights 2025 and that the necessary permission applications are submitted to Essex County Council Highways

**046/25 King George V Playing Field**

**1. Application from the Rayleigh Lions to use the field**

To consider an application by the Rayleigh Lions for the use of the King George V Playing Field for a fireworks display on Saturday 8th November 2025

**Motion** – to agree to the application by Rayleigh Lions for the use of the King George V Playing Field for a fireworks display on Saturday 8th November 2025

**2. Application from the MegaCentre Rayleigh to use the field**

To consider an application by the MegaCentre Ryleigh for the use of the King George V Playing Field for an event on Tuesday 29th July 2025

**Motion** – to agree to the application by MegaCentre Rayleigh for the use of the King George V Playing Field for an event on Tuesday 29th July 2025