



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

You are hereby summoned to a meeting of the **Policy and Finance Committee** to be held on **Monday 14th July 2025 at 7.00pm** 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

The public and press are welcome to attend the meeting

Please address any questions to the Town Clerk by Friday 11th July 2025

Yours sincerely

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

Miss Ann C Wood
Locum Town Clerk
9th July 2025

Councillors: R Lambourne, R Linden, J Lumley, J Newport, L Newport, M O'Leary, S-J Page, C Roe, I Ward, I Wison

PF16/25 To Elect a Chairman of the Committee for the 2025/2026 Year

PF17/25 To Elect a Vice Chairman of the Committee for the 2025/2026 Year

PF18/25 Those present and apologies for absence

Motion. The council to record and accept apologies for absence

PF19/25 Declarations of 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

PF20/25 Substitutes

To be advised in advance to the Town Clerk

PF21/25 Non-Committee Members Present

To note any non-committee members present at the meeting

PF22/25 Code of Conduct

This meeting will be carried out under the terms of the Local Government Association and Rayleigh Town Council's Code of Conduct policy with all participants expected to behave in a professional and constructive manner

PF23/25 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.

PF24/25 Minutes of last meeting.

Motion. The approve the minutes of the Policy & Finance committee meeting held 9th June 2025 as true record