



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

22nd October 2025

Dear Member

You are hereby summoned to a Meeting of the Open Spaces Committee to be held on **Monday 27th October 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 Committee Clerk by Thursday 23rd October 2025

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'K Hardy'.

Mrs K Hardy
Deputy Town Clerk

Councillors: E Brewer, J Burton, N Gallop, R Lambourne, D Sperring, C Stanley, M Vernon

AGENDA

OS32 Those present and apologies for absence.

Apologies to be notified to the **Committee Clerk** in advance.

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

OS33 Non-members and substitutes attending.

OS34 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

OS35 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.

OS36 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.

OS37 Minutes of the Open Spaces Meeting

Motion. The Council to approve the minutes of the Open Spaces meeting that was held on 28th July 2025 as a true record (attached)

OS38 Committee Budget

Members to note budget for 2025/6.

OS39 To agree next year's budget for 2026/7.

Councillors to bring to the meeting costings and ideas for any projects.

OS40 Update on the tender process for KGV and other open spaces covered by the tender.

To receive a verbal report.

OS41 To discuss the report from the Green Flag award.

Report previously sent with the July's agenda.

OS42 To discuss the outcome of the toilet survey results.

OS43 To agree to repair part of the footpath in KGV playing field (by the skate park).

Motion: to agree to spend up to £450 to repair part of the footpath in KGV.

OS44 To discuss and agree a grass cutting programme for John Fishers play area.