



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 13th January 2025 at 7pm** 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 mid-day the Thursday before the meeting, in order to allow time for this information to be provided before the meeting.

Yours sincerely,

Mrs K Hardy
Deputy Town Clerk

Councillors: J Burton, C Stanley, S-J Page, R Lambourne, E Brewer, R Linden, L Knell, M O'Leary, N Gallop

AGENDA

- OS55 Those present and apologies for absence.**
Motion. The council to record and accept apologies for absence.
- OS56 Non-members and substitutes attending.**
- OS57 Code of Conduct/Civility and Respect**
To note that 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.
- OS58 Declaration of members' interests.**
Members to declare their interest relating to matters on this agenda only.
- OS59 Minutes of the meeting held on 28th October 2024**
Motion. Members to agree the minutes of the Open Spaces Committee held on 28th October.

OS60 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.

OS61 Budget for Open Spaces.

The projection budget for Open Spaces was previously circulated to all members of the council including the budget for John Fisher.

Motion: to accept the budget for Open Spaces.