



**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)

Meeting of the Open Spaces Committee held on  
**Monday 24<sup>th</sup> March 2025 at 7.30pm**

### **Minutes**

#### **OS71 Those present and apologies for absence.**

Present:

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

There were no apologies for absence as all members were present

Members of Public: 4

Also in attendance: Committee Clerk & Locum Clerk to the Council

**Resolved.**

#### **OS72 Non-members and substitutes attending.**

Cllrs as non-committee members: Vernon & Sutton.

There were no substitutes, as all the members were present.

#### **OS73 Code of Conduct/Civility and Respect**

It was noted that the meeting will be carried out under the terms of the Local Government Association and Rayleigh Town Council's Code of Conduct policy.

#### **OS74 Declaration 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 and as such all members of District and County declared their interests regarding relevant items on the agenda.

OS78 Cllr Burton declared an interest as his son plays for the Rayleigh Boys Football Club.

#### **OS75 Minutes of the meeting held on 10<sup>th</sup> February 2025.**

**Resolved.** Members agreed the minutes of the Open Spaces Committee held on 10<sup>th</sup> February 2025.

#### **OS76 Public Forum**

There were 4 members of the public, 3 from the Rayleigh Girls & Boys Football club.

**OS77 Update from the Rayleigh Girls & Boys Football club.**

Members of the Rayleigh Girls & Boys Football Club updated councillors on the work they had completed.

They trimmed and cut the grass around the car park and cut the playing field. They also reported that large groups of cars gather in the car park on Saturday nights, often leaving behind litter and glass bottles.

The payback team cut back the hedge next to Lady of Ransom Primary School to allow the mower to pass the trees. Additionally, a sofa had been moved from RDC's land next door onto the playing field and set on fire. The football club has agreed to remove it.

The large logs placed to prevent vehicles from driving onto the field are deteriorating. The payback team has removed one of them.

The club, once they have received grants, stated that the pavilion is expected to be completed by July.

The electricity still needs to be transferred into the club's name.

The club cleared a blocked drain near the pavilion. Rochford District Council inspected the drain to determine responsibility and concluded that it is jointly the responsibility of the Grange and the football club.

**Action:**

The office to look at the lease to find out who is responsible for the logs.

The office to contact the police regarding the anti-social behaviour.

The office to contact RDC regarding the change of name on the electric.

8.02 Cllr Burton left the meeting.

**OS78 To consent to Rayleigh Girls & Boys Football club proposed pitch maintenance schedule/agreement for the football pitches at the St John Fishers site.**

Rayleigh Girls & Boys Football Club have received a grant enabling them to invest £9,500 over the next six years to improve the quality of the pitches. However, the funds will only be released with the council's consent.

Members asked questions, which were answered by the football club.

**Resolved:** Proposed by Cllr Sperring, seconded by Cllr Page and all agreed with 1 abstention for Rayleigh Girls & Boys Football club proposed pitch maintenance schedule/agreement for the football pitches at the St John Fishers site.

**OS79 To accept a quote for £180 to take down the old graphic cards off the basketball backboards including taking down the nets.**

The councils ROSPA report highlighted that the graphic cards need to be taken down and the nets removed.

Rayleigh Girls & Boys Football Club said they would take the cards and nets down.

**Resolved:** Proposed by Cllr Page, seconded by Cllr Stanley and all agreed for the Rayleigh Girls & Boys Football Club to take down the old graphic cards off the basketball backboards including taking down the nets.

Members thanked the club.

**OS 88** was brought forward

**OS80 To note RDC have confirmed to pay s106 money for resurfacing under 2 pieces of play equipment, new swings and a new gate for the play area at John Fisher.**

Councillors had been emailed the correspondence relating to this.

**Action:** noted.

**OS81 Members to confirm to go ahead with resurfacing under the large blue slide & double swing bay, 3 new swings and a new gate.**

**Resolved:** Proposed by Cllr Page, seconded by Cllr Brewer and all agreed to go ahead with resurfacing under the large blue slide & double swing bay, purchase 3 new swings and a new gate with the s106 from RDC.

**Action:** the office to contact the contractors and to purchase the swings and gate.

**OS82 To agree the current contractor proposed 1 year cost for the KGV.**

**Resolved:** Proposed by Cllr Stanley, seconded by Cllr Page and all agreed to pay Elm Horticulture Ltd £88,729.05 for 1 year.

**Action:** the office to contact Elm

**OS83 To decide to apply for the Green Flag award 2025/6 for £450 for KGV.**

**Resolved:** Proposed by Cllr Sperring, seconded by Cllr O'Leary and all agreed for the council to apply for the Green Flag award 2025/6 for £450 for KGV. Spend to come out of EMR 360.

**Action:** the office to fill out all the necessary forms.

**OS84 To decide to pay Essex Playing Fields Association yearly membership for £30 and competition for £10.**

**Resolved:** Proposed by Cllr Page, seconded by Cllr Stanley and all agreed for the council to pay Essex Playing Fields Association yearly membership for £30 and competition for £10. Spend to come out of EMR 360.

**Action:** the office to fill out the necessary forms

**OS85 To note the council has been awarded £500 from the Community Safety Grant for lighting along the path from the Pavilion to the garages and around the garages.**

**Action:** noted, the office to arrange with the contractor.

**OS86 To decide to not to cut the grass in the rose gardens in KGV and only cut pathways around the benches for No Mow May.**

**Resolved:** Proposed by Cllr Stanley, seconded by Cllr Lambourne and 8 agreed and 1 against for the council not to cut the grass in the rose gardens in KGV and only cut pathways around the benches for the month of May and the keep the grass slightly longer.

**Action:** the office to contact Elm.

**OS87 To decide to hire an 8-yard skip so the council's contractor can clear old and no longer used items in the garages**

Rentokil have reported that the maintenance sheds have currently got a rat issue. However, due to many items being stored, an effective permanent treatment plan is

currently unachievable as not all areas of the site can be efficiently accessed and investigated. For this reason, a clearance of the shed is required with all old and no longer used items to be discarded and the area tidied up, so an effective treatment plan can be put in place to remove rats from the area.

Cllr Linden advised members that he knows a company that would pick up certain items free of charge.

**Resolved:** Proposed by Cllr Stanley seconded by Cllr Sperring and all agreed for Cllrs Linden & Stanley and the Town Clerk to organise the clearance and to liaise with subcontracts to clear the garages.

**Action:** Cllrs Linden & Stanley and the Town Clerk.

**OS88 To agree to seek external vendors to provide self-contained catering facilities on John Fisher and KGV for the next year and to consider an email request about allowing a coffee van in KGV whilst the snack bar is closed.**

Cllr Sutton advised members that having two local self-contained catering facilities—one providing hot drinks and the other supplying food—would be ideal. He suggested allowing the vendors to operate rent-free but requiring a deposit. If a vendor fails to attend, they would be charged £100. However, if they attend consistently throughout the agreed period, their full deposit would be refunded.

**Resolved:** all agreed for this item to go to full council.

**OS89 To note the request from Waldon telecom work to carry out an Initial Survey for their electronic communications equipment on the King George V Playing Field**

**Action:** noted.

**OS90 To agree for Active life yoga to hire part of KGV for £10 per week.**

Active life yoga has enquired whether they could hire the playing field for Yoga again this year. They would like to book Thursdays 6pm-7pm, under the trees between the skateboard park and the children's playground.

They would like confirmation that they could hire from Thursday 2nd June 2025 and if they could hire on the same agreement as last year at £10 per week that the class runs.

**Resolved:** Proposed by Cllr O'Leary, seconded by Cllr Stanley and all agreed for Active life yoga to hire part of KGV for £10 per week that the class runs.

**Action:** noted, the office to contact them.

**OS91 To agree to pay £420 to clean out and repair the guttering around the garage in KGV.**

The guttering around the garage needs to be repaired and cleaned out.

**Resolved:** Proposed by Cllr Page, seconded by Cllr Lambourne and all agreed to pay £420 to clean out and repair the guttering around the garage in KGV. Spend to come out of EMR 360

**Action:** the office to contact the contractor.

The office to obtain quotes for the guttering around the KGV pavilion.

Meeting finished at 9.16pm

Chairman Signature ..... Date.....