



RAYNE PARISH COUNCIL

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Minutes of the meeting of Rayne Parish Council held on **Tuesday 10th January 2023**
at **7.30pm** at Rayne Primary & Nursery School, Capel Road, Rayne for the purpose
of transacting the following business:

Members present: Cllr T Agutter Cllr M Eldred
Cllr A Hooks (Chair) Cllr J Rickwood
Cllr T Rippingale (until 9.20pm) Cllr Paul Willis
Cllr K Spencer

District Councillor P Euesden
County Councillor G Butland
Locum Clerk: Mrs Sarah Cocks
Members of the Public: 7

MINUTE NUMBER BUSINESS

23/141 APOLOGIES

Apologies were accepted from Cllrs Davies, Murton, Stringer and Wilsdon.

23/142 DECLARATIONS OF INTEREST

Cllr Agutter declared a pecuniary interest as the supplier of parish council IT services and recipient of a payment. Cllr Agutter also declared a non-pecuniary interest in agenda item 23/146 – New Website & Email Provider – as one of the companies quoting was known to him.

23/143 CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 5th DECEMBER AND EXTRAORDINARY MEETING HELD ON 19TH DECEMBER 2022

The minutes of the meeting held on Monday 5th December were signed as a true record of the meeting.

Resolution Proposed: Cllr Spencer, Seconded: Cllr Rippingale. All agreed.
The minutes of the Extraordinary Meeting held on Monday 19th December were signed as a true record of the meeting.

Resolution Proposed: Cllr Spencer, Seconded: Cllr Rippingale. All agreed.

23/144 PUBLIC FORUM

The Chair introduced a presentation by the agent and

developer for the land south of Gilda Terrace, Rayne Road, Braintree following the outline planning permission being granted on appeal. It was confirmed that should planning permission be granted in April, construction would commence in quarter 3 2023.

A resident raised concerns with regard to traffic, adding to other new developments close by. Councillors added the traffic issue was compounded by the Springwood roundabout pinch point which was difficult to remedy. The developer confirmed there would be a contribution to roundabout improvements in conjunction with other large developments nearby.

Councillors questioned the highest elevations which were confirmed as 2.5 storey houses in the middle of the site with 2 bungalows proposed as part of the affordable housing element.

Councillors questioned the western boundary layout that showed a T-junction which it was feared could lead to further development closer to Rayne. The agent clarified there would be a gated access to the farmland to the west allowing farm vehicles to service the land.

Councillors asked about parking facilities and it was confirmed that all properties would have two allocated parking spaces which would help address the charging of electric vehicles adjacent to dwellings.

The siting of the children's play area close to Flitch Way was questioned and it was confirmed all open space was located to the south of the development. The proposed trim trail/play area would not be lit. It was agreed that further discussion on the landscaping buffer to the Flitch Way be held.

Councillors questioned whether Gilda Terrace properties could be screened further, the developer felt that back to back gardens would be best for privacy. The rear access road to Gilda Terrace would remain.

A resident questioned the sewage capacity. The developer noted there was a condition on the outline permission to get details of sewage approved. A project team including drainage experts would respond to the holding objection on this matter.

Cllr Butland felt the proposed layout was unimaginative and unattractive.

It was confirmed that the cycle path connection to the Flitch Way would require a full application to be submitted at a later date.

Councillors thanked the agent and developers for their attendance and helpful presentation.

23/144.1 District & County Councillor Reports:

INFORMATION

Cllr Euesden reported a resident complained about the bins not being emptied but noted this was quickly resolved by BDC.

Pods Brook Road litter was highlighted by a resident.

Operations sent a team to clear the litter and hoped to instal anti litter signage in this area. Fentons Road footbridge fencing repairs – National Highways passed responsibility to ECC Highways for the remainder of the area to be made

safe. An Inspector visited the site and advised there was no unsafe areas. A response was awaited from Cllr Euesden's contact as to the lack of perceived danger. The Chair thanked Cllr Euesden for his efforts so far.

Cllr Butland reported that an additional £1.4m in new homes bonus had been received, £1m of which would be used to help local people with the cost of living crisis, working alongside voluntary organisations. Food, energy and health/ wellbeing to be targeted. ECC would be suggesting a 3.5% increase in council tax, including 2% social care levy but no reduction in services.

Cllr Butland advised a further 18 potholes could be highlighted for repair, but noted he was already aware of those on Gore Road. The Chair highlighted potholes at Shalford Road/The Swan crossroads and also Capel Road/Shalford Road junction together with the middle of Dunmow Road. The Chair agreed to get some photographs, all councillors were requested to advise Cllr Butland of any other potholes in the village.

A resident highlighted the issue of flooding adjacent to Mary's Cottage in Shalford Road due to a drain being blocked with fallen leaves.

A councillor questioned whether parking charges in the town centre were to be increased. Cllr Butland confirmed they were to be reviewed as they had not increased for some time.

23/144.2 Chair's Report

Cllr Hooks had attended a BALC Exec meeting and a further meeting was due to be held shortly, to be attended by the Chief Constable of Essex, BJ Harrington. A meeting on the future of the Old School Rooms had been held with further discussions to follow. Cllr Hooks had also been busy with the recruitment of a new clerk.

23/144.3 Clerk's Report

The locum Clerk advised she had been monitoring emails in Amanda's absence and ensuring that matters were dealt with as far as possible, keeping the Chair and Vice Chair informed of any issues.

23/145 CORRESPONDENCE

23/145.1 Emergency Plan Review

The Chair advised that this document was an annual update required by Braintree District Council. Some amendments, including the former clerk's details, had been made but further checks with adult social care providers in the village would be undertaken prior to submission to BDC.

Action: Locum Clerk to ensure school head details are correct throughout the document and that the village hall contact details are updated along with adding Cllr Agutter into contacts.

Proposed: Cllr Willis, Seconded Cllr Agutter. All agreed.

23/146 NEW WEBSITE & EMAIL PROVIDER

In Cllr Davies' absence, Cllr Eldred updated councillors on discussions with Wingnut, following agreement at the previous meeting that they be the preferred supplier to take over IT services. The company had experience of working with local government. Communications & Data Committee then

discussed the proposals further at their meeting on 9th January. An invoice had been presented by Wingnut for £500 for commencing their work, to be followed by a final payment of £500 at the end of the project. Cllr Eldred advised that Cllr Agutter would communicate directly with Wingnut on issues such as hosting and emails. Cllr Agutter was concerned that there was no address or phone number published on the website but this information was on the invoice that had been submitted.

23/147 PERSONNEL MATTERS

23/147.1 The minutes of the Personnel Committee held on 29th November were approved as a true record.

Resolution Proposed: Cllr Rippingale, Seconded: Cllr Spencer. All Agreed.

23/147.2 Update on Clerk Recruitment Process

The Chair advised there had been one applicant who had previously applied, interview dates in the week commencing 23/02/2023 had been agreed by Personnel Committee.

23/148 PLANNING

23/147.1 New Planning Applications

[22/03402/REM](#): Land Rear Of Gilda Terrace, Rayne Road, Braintree.

Application for the approval of reserved matters (in respect of layout, scale, appearance and landscaping) for 120 dwellings pursuant to outline planning permission [18/01065/OUT](#) granted 27/7/21 for residential development (C3) for up to 120 dwellings with all matters reserved except access and the demolition of nos. 27 and 29 Gilda Terrace.

The councillors made the following the comments:

- Landscape buffering between the development and the Flitch Way Country Park and the rear gardens of Gilda Terrace to be increased to preserve the peace and tranquillity of the former and privacy of the latter. An enhanced landscape buffer to the east of the site was also requested in order to prevent coalescence with Rayne.
- Building heights to be a maximum of two storeys in the middle of the development where previously the developer suggested 2.5 storey dwellings due to the topography of the landscape such that buildings will appear much higher in that location.
- It was suggested that the road layout could be improved and laid out more imaginatively.
- Concerns were raised about possible future development either side of the site currently to be developed however it is appreciated that this is not a planning consideration.

Resolution

Proposed: Cllr Eldred, Seconded: Cllr Spencer. All agreed, locum Clerk to submit the above comments via the Public Access portal to the Local Planning Authority.

23/148.2 Planning Results

[22/02740/HH](#): 10 Smiths Field. Erection of two-storey side and single-storey front and rear extensions. Application permitted.

[22/03024/HH](#): 2 New Road. Single storey rear extension. Application permitted.

23/149 ENVIRONMENT

23/149.1 Grounds: Cllr Rippingale noted the tractor and mower had been serviced successfully. Ernest Doe are to quote for fixing the handbrake on the tractor and the front tyres need replacing. Options for adding a secondary trailer are being investigated to be attached to the mower.

The new lockable salt bins are due to be installed shortly by the groundsmen and bolted to a concrete slab. All bins will be reviewed during the summer months following reports of contents not useable in some.

23/149.2 Nature Reserve: Cllr Willis had undertaken a litterpick recently and noted the area was very tidy.

23/149.3 Gritting: The locum Clerk had located a historic document detailing various volunteers around the village able to assist the groundsmen with gritting. The Clerk had made contact with some of the previous volunteers some of whom were no longer able to assist. It was suggested that a request be made via social media/Focus magazine for additional volunteers to assist with the document to be updated and circulated at the February meeting.

23/150 REPRESENTATIVE REPORTS

Cllr Murton provided a written update on Village Hall matters: the installation of the solar panels was due to commence on 11th January. The Christmas pantomime was a huge success.

23/151 FINANCE

23/151.1 January Payments & Receipts

The following items of expenditure, retrospective payments by Standing Order and any receipts were approved. Proposed: Cllr Eldred, Seconded Cllr Spencer. All agreed.

Invoice No./Ref.	AMOUN PAYABLE T (£)	PAYMENT IN RESPECT OF TO/RECEIVED FROM	
	1,970.11	Salaries	
	143.30	HMRC	
	295.19	Pension	
8316523	172.68	Fuel Genie	Diesel
36079	180.00	Barnard & Westwood Ltd	Binding of Book of Condolence
INO227485	319.06	Tudor UK Ltd	Purchase of 2x new salt bins
	145.17	Ernest Doe & Sons	Consumables
40J94984	324.00	ProTyre	Tractor tyres
23/152.2	Payments Made by Direct Debit/Standing Order		
36797	41.10	A & J Lighting	Maintenance
20887	49.20	CSD Network Services	IT services
7645	15.00	F A Jiggins	Rental of Unit
	25.00	Old School Rooms	Hire for full council meetings
Retrospective Payments			

23/151.3 Bank Reconciliation

Balance at bank 31st December 2022: £35,933.08

23/151.4 Precept

It was agreed in order to maintain services and allow for training a new Clerk and buffer the decrease in funding from the District Council for street cleaning.

Budget confirmed at £53,964.30

Precept increase confirmed at 7.83%

Proposed: Cllr Hooks, Seconded Cllr: Agutter. All Agreed.

23/152 MEETINGS & TRAINING

The locum Clerk confirmed that Cllr Stringer had been booked on to the New Councillor Training at EALC in February.

23/153 INFORMATION/ITEMS FOR FUTURE MEETINGS

Full Council meeting to be held on Monday 6th February in the Old School Rooms, Shalford Road.

23/154 CLOSE

There being no further business to transact the meeting was closed at 9.25pm

Signed:

Dated: 6th February 2023