



RAYNE PARISH COUNCIL

Interim Clerk to the Council: Mrs Sarah Cocks
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Dear Councillors

You are hereby summoned to attend the next meeting of Rayne Parish Council which will be held on **Monday 6th March 2023 at 7.30pm** at The Old School Rooms, Shalford Road, Rayne for the purpose of transacting the following business:

Members to be present: Cllr T Agutter
Cllr M Eldred (Vice Chair)
Cllr C Murton
Cllr T Rippingale
Cllr M Stringer
Cllr S Wilsdon

Cllr K Davies
Cllr A Hooks (Chair)
Cllr J Rickwood
Cllr K Spencer
Cllr P Willis

Mrs Sarah Cocks, Interim Clerk
27th February 2023

MINUTE NUMBER	BUSINESS	ACTION
23/169	APOLOGIES	RESOLUTION
	<i>To receive, and consider for approval, apologies for absence and reasons given. Members are reminded that LGA 1972, s85, states that apologies for absence must be received prior to the meeting.</i>	
23/170	DECLARATIONS OF INTEREST	INFORMATION
	<i>To declare any disclosable pecuniary or non-pecuniary interests relating to items on the agenda and having taken appropriate advice (where necessary). Members are reminded to declare any interest on this agenda at this point or at any point during the meeting in accordance with Rayne Parish Council Code of Conduct.</i>	
23/171	CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 6TH FEBRUARY 2023	RESOLUTION
23/172	PUBLIC FORUM	
	A period of 15 minutes to hear public questions and comments. There will be a time limit of 3 minutes per person to make a statement or ask a question at the discretion of the Chair.	

23/172.1	District & County Councillor Reports:	INFORMATION
	To receive reports from Dist Cllr P Euesden and Cnty Cllr G Butland. Allotted time 10 minutes	
23/172.2	Chair's Report	INFORMATION
	To receive a verbal update on meetings attended.	
23/172.3	Clerk's Report	INFORMATION
	To receive a verbal update on the Clerk's activity during the month.	
23/173	EVENTS	INFORMATION
23/173.1	King's Coronation	
	To receive an update on the plans for village events	
23/174	ADMINISTRATION	RESOLUTION
	To review and agree the Standing Orders	
23/175	PLANNING	RESOLUTION
23/175.1	New Planning Applications	
	23/00191/REM: Application for the approval of reserved matters (in respect of layout, scale, appearance and landscaping) for 119 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. - Land Rear Of Gilda Terrace Rayne Road Braintree Essex	
23/175.2	Planning Results	INFORMATION
	22/03179/FUL: Broadfields Farm, Dunmow Road. Installation and operation of a 50kW ground mounted solar array on land associated to Broadfields Farm.	Application Permitted
23/176	ENVIRONMENT	RESOLUTION
23/176.1	Grounds: (i) To receive an update on the work of the Groundsmen around the village. (ii) To note the proposal to rebuild the wooden planters on The Street. (iii) To consider participating in the Great British Spring Clean between 17 th March – 2 nd April organised by Keep Britain Tidy.	INFORMATION
23/176.2	Eastlight Community Homes Ltd: To review and agree the 2023 Grounds Maintenance Agreement	RESOLUTION
23/176.3	Nature Reserve: To receive an update on the condition of the nature reserve.	INFORMATION
23/177	REPRESENTATIVE REPORTS	INFORMATION
	To receive reports from Representatives & Councillors on outside bodies.	
23/178	FINANCE	

23/178.1	March Payments & Receipts		
	The following items of expenditure, retrospective payments by Standing Order and any receipts to be approved:-		
	AMOUNT (£)	PAYABLE TO/RECEIVED FROM	PAYMENT IN RESPECT OF
	1003.95	Staff	Salaries
	120.80	HMRC	Tax & NI
	176.70	Fuel Genie	Diesel & Unleaded fuel
247820	22.99	Ernest Doe & Sons	Consumables
248119	14.20	Ernest Doe & Sons	Consumables
248120	100.81	Ernest Doe & Sons	Consumables
248121	39.15	Ernest Doe & Sons	Consumables
ID617635	23.66	Huws Gray (Buildbase)	Consumables
	60.00	Micheldever Tyre Services Ltd	Tyres
16237	216.00	EALC	Councillor Training – Cllr Stringer
	6.80	Mrs S Cocks	Purchase of postage stamps
23/178.2	Payments Made by Direct Debit/Standing Order		
36996	41.10	A J Lighting	Maintenance
21001	49.20	CSD Network Services	IT services
7702	15.00	F A Jiggins	Rental of Unit 31A
12	26.75	All Saints Church	Hire of OSR
		Retrospective Payments	
Receipts			
	150.00	000018	Remembrance Plaque
23/178.3	Bank Reconciliation		RESOLUTION
	Projected Balance at bank 28 th February 2023: £23,029.37		
	To approve payments and movements on the bank		
23/178.4	Finance Committee Meeting 13th February 2023		RESOLUTION
	To consider and agree the minutes of the above meeting.		
23/178.5	Bank Transfer		RESOLUTION
	To consider and agree the recommendation of the Finance Committee to transfer funds from the current account to the Instant Access account		
23/178.6	Equipment Purchase		RESOLUTION
	To consider and agree the recommendation of the Finance Committee to purchase a trailer for the mower at a cost of £257.50 plus VAT		
23/178.7	Unit 31A – Increase in Ground Rent		INFORMATION
	To note an increase in the rental cost from £15 to £20 with effect from 1 st April 2023		
23/179	MEETINGS & TRAINING		INFORMATION
23/179.1	To receive requests for training and any updates on meetings attended by Councillors.		
23/179.2	To note the date of the May Full Council Annual Parish Meeting has been changed to Wednesday 17th May.		

23/180	PRIVATE SESSION	RESOLUTION
	<i>To agree the exclusion of the public and press for the consideration of the following items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972:</i>	
23/180.1	Appointment of Clerk and Responsible Finance Officer	RESOLUTION
	To consider and agree the recommendation of the Personnel Committee to appoint Hazel Godfrey as Parish Clerk and Responsible Finance Officer with effect from 9th March 2023	
23/180.2	Clerk's Contract	RESOLUTION
	To consider and agree the new Clerk's contract	
23/180.3	Groundsmen Salary	RESOLUTION
	To consider and agree the increase in salary for the groundsmen with effect from 1 st April 2023	
23/180.4	Annual Parish Assembly – Award Nominations	RESOLUTION
	To consider and agree the final categories and award nominees	
23/181	INFORMATION/ITEMS FOR FUTURE MEETINGS	INFORMATION
	Full Council meeting to be held on Monday 3rd April at the Old School Rooms, Shalford Road.	
23/182	CLOSE	