



RAYNE PARISH COUNCIL

Interim Clerk to the Council: Mrs Sarah Cocks
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Minutes of the meeting of Rayne Parish Council 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 present:	Cllr T Agutter	Cllr K Davies
	Cllr M Eldred	Cllr A Hooks (Chair)
	Cllr C Murton	Cllr T Rippingale
	Cllr K Spencer	Cllr M Stringer
	Cllr P Willis	Cllr S Wilsdon

District Cllr P Euesden
Locum Clerk: Mrs Sarah Cocks
Members of the Public: 2

MINUTE NUMBER	BUSINESS
23/169	APOLOGIES
	Apologies were accepted from Cllr J Rickwood. Apologies were also noted from County Cllr G Butland.
23/170	DECLARATIONS OF INTEREST
	Cllr Agutter declared a pecuniary interest as the supplier of parish council IT services and recipient of payments.
23/171	CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 6TH FEBRUARY 2023
Resolution	The minutes of the meeting held on Monday 6 th February 2023 were signed as a true record of the meeting. Proposed: Cllr Eldred, Seconded: Cllr Stringer. All agreed.
23/172	PUBLIC FORUM
	A resident referred to the proposed solar farms in the area known as Drapers Farm off of Mill Lane. It was noted that Pegasus would be developing a combined solar farm of significant importance which would be referred to the Planning Inspectorate due to Uttlesford District Council being under special measures. The resident also attended the Felsted parish council meeting who were opposing the development. The Chair noted that no formal consultation had been received by Rayne Parish Council as yet but that Rayne would liaise with Felsted once a formal application was made.
23/172.1	District Councillor Report

	<p>Cllr Euesden had not received any new approaches for help this month. He had visited the Plaza building at Horizon 120 which he considered to be fantastic, he noted the desks with wifi connection were available for £10 per day. Offices were also available to rent along with conference facilities. He was pleased to see the vegetation along Rayne Road had been cut back and the footpath reclaimed. The Chair passed on residents' thanks to Braintree Council. Cllr Euesden had received a letter from Eastlight regarding rent increases due to be around 7%. Eastlight were offering help to tenants in financial difficulty. Cllr Euesden would leave a hard copy of the letter for the Clerk and Councillors to reference.</p>
	County Councillor Report
	Cllr Butland sent his apologies.
23/172.2	Chair's Report
	<p>The Chair noted that shortlisting and interview for the new clerk had taken place, outcome minuted at 23/180.1. She had attended a positive working group for the future of the OSR. It was generally felt the hall in its current state was not viable however the plans could change this in future. Decisions needed to be made on how the facility would be run in future.</p>
23/172.3	Clerk's Report
	<p>The Interim Clerk continued to monitor emails and correspondence and had updated the banking spreadsheet with VAT figures in order that a reclaim could be made at year end.</p>
23/173	EVENTS
23/173.1	King's Coronation
	<p>A joint meeting had been held with representatives of the Church, Village Hall and Commemoration Committee to finalise more arrangements. The Church would live-stream the service and a lunch would be served after. The Welsh Princess would be offering a similar arrangement. On the Sunday a service of thanksgiving would be held at All Saints and a Big Lunch (picnic) held on playing fields outside as the hall was being privately hired. Access to the CIP toilets would be available. The parish council would facilitate a scavenger hunt over the whole weekend. Monday was the Big Help Out and details of how residents could assist various volunteer groups would be published, including a list of jobs around the village. A commemorative gift and certificates for children participating in the scavenger hunt was also discussed.</p>
23/174	ADMINISTRATION
Resolution	<p>The Standing Orders were reviewed, specifically the Financial Controls and Procurement Section which had increased to £30,000 from January 2023. Proposed Cllr Agutter, Seconded Cllr Rippingale and Agreed to accept the updated Standing Orders, subject to final clarification by the Interim Clerk.</p>
23/175	PLANNING
23/175.1	New Planning Applications
	<p>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</p>

Resolution	(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. Proposed Cllr Spencer, Seconded Cllr Rippingale and Agreed that the comments made on the earlier application still stood and would be resubmitted.
23/175.2	Planning Results
	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
23/176.1	Grounds: (i) The Groundsmen had been busy undertaking winter jobs and clearing bramble, particularly at the Nature Reserve; the new tractor tyres were doing well, Cllr Rippingale noted the hedge cutter put additional pressure on the arm of the tractor and George Browns had been asked to advise on how to resolve this. (ii) The groundsmen had suggested that the leftover bricks from the Remembrance Walls build be used to replace the wooden planters. The Clerk would check on the location of the bricks and it was suggested that extra bricks may be needed to complete the planters. (iii) The Chair noted the Great British Spring Clean would take place shortly and questioned if the parish council could participate. It was felt on this occasion that Rayne would not sign up but could promote local litterpicking with a link to Braintree District Council website.
23/176.2 Resolution	Eastlight Community Homes: the annual contribution by Eastlight to the parish council for grounds maintenance was confirmed to be the same as the previous year. Proposed Cllr Eldred, Seconded Cllr Agutter and Agreed to sign the Grounds Maintenance Agreement for 2023. The Interim Clerk would return the signed agreement to Eastlight Homes.
23/176.3	Nature Reserve: the brambles continued to be cleared which it was hoped would dissuade the rabbit population. Cllr Murton would look into how successful rabbit extermination methods across the playing fields had been.
23/177	REPRESENTATIVE REPORTS
	Cllr Murton noted the open morning promoting the solar panels at the Village Hall would be held Wednesday 8 th March.
23/178	FINANCE
23/178.1	March Payments & Receipts
	The following items of expenditure, retrospective payments by Standing Order and any receipts were approved, subject to the amendment of the payment on the agenda to FuelGenie. Proposed: Cllr Eldred, Seconded Cllr Murton. All agreed.

Invoice No./Ref.	AMOUNT (£)	PAYABLE TO/RECEIVED FROM	PAYMENT IN RESPECT OF
	1003.95	Staff	Salaries
	120.80	HMRC	Tax & NI
	940.00	Mrs S Cocks	Interim Clerk Fees
	205.58	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	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
Receipts			
	150.00	000018	Remembrance Plaque

23/178.3	Bank Reconciliation
	Balance at bank (current account) as at 28 th February 2023: £23,029.37
23/178.4	Finance Committee Meeting 13th February 2023 - Minutes
	Proposed Cllr Stringer, Seconded Cllr Rippingale. All Agreed.
23/178.5	Bank Transfer
Resolution	Since interest rates were now more favourable, it was suggested that the sum of £16,000 be transferred from the Current Account to the Business Reserve. Proposed Cllr Davies, Seconded Cllr Murton. All Agreed. The Interim Clerk would seek clarification from the Internal Auditor at the meeting being held in April.
23/178.6	Equipment Purchase
Resolution	The groundsmen required a trailer for the mower for transporting equipment. A quote had been sought from Tudor Environmental, the suppliers of salt bins recently. Proposed Cllr Agutter, Seconded Cllr Wilsdon. All Agreed. Action: Interim Clerk to accept quotation on 9 th March.
23/178.7	Unit 31A – Increase in Ground Rent
	The increase in the rental cost from £15 per month to £20 per month with effect from 1 st April 2023 was noted.
23/179	MEETINGS & TRAINING
23/179.1	Cllr Eldred attended the NALC Conference on 3 rd March which focussed on devolution.
23/179.2	The date of the May Annual Parish meeting was now confirmed as Wednesday 17 th May in the Old School Rooms.
23/180	PRIVATE SESSION
	It was Proposed Cllr Agutter, Seconded Cllr Rippingale and Agreed to exclude 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.
23/180.1	Appointment of Clerk and Responsible Finance Officer
Resolution	Proposed Cllr Eldred, Seconded Cllr Hooks and Agreed to appoint Hazel Godfrey to the post of Parish Clerk and Responsible Finance Officer with effect from 9 th March 2023.

	Councillors extended a warm welcome to Hazel and looked forward to working with her.
23/180.2	Clerk's Contract
Resolution	The new Clerk's contract had been reviewed by Personnel Committee. Proposed Cllr Eldred, Seconded Cllr Davies and Agreed to accept the updated contract.
23/180.3	Groundsmen Salary
Resolution	Proposed Cllr Rippingale, Seconded Cllr Murton and Agreed to increase the Groundsmen's salary with effect from 1 st April 2023 by £1 per hour, to £13.85ph and £11.85ph.
23/180.4	Annual Parish Assembly – Award Nominations
	It was generally felt that categories were somewhat limiting and to keep the previous stance of nominees of awards for specific reasons.
23/181	INFORMATION/ITEMS FOR FUTURE MEETINGS
	Full Council meeting to be held on Monday 3 rd April in the Old School Rooms, Shalford Road. Communication & Data Management Committee to take place on 13 th March in the CIP.
23/182	CLOSE
	There being no further business to transact the meeting was closed at 9.05pm

Signed:

Dated: 3rd April 2023