



## RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey  
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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 3<sup>rd</sup> April 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 K Davies
Cllr M Eldred (Vice Chair)	Cllr A Hooks (Chair)
Cllr C Murton	Cllr J Rickwood
Cllr T Rippingale	Cllr K Spencer
Cllr M Stringer	Cllr P Willis
Cllr S Wilsdon	

Mrs Hazel Godfrey, Clerk  
29th March 2023

MINUTE NUMBER	BUSINESS	ACTION
23/183	<b>APOLOGIES</b>	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>	
23/184	<b>DECLARATIONS OF INTEREST</b>	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>	
23/185	<b>CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> MARCH 2023</b>	RESOLUTION
23/186	<b>PUBLIC FORUM</b>	
	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.	
<b>23/187</b>	<b>District &amp; County Councillor Reports:</b>	INFORMATION
	To receive reports from Dist Cllr P Euesden and Cnty Cllr G Butland. Allotted time 10 minutes	
<b>23/188</b>	<b>Chair's Report</b>	INFORMATION
	To receive a verbal update on meetings attended.	
<b>23/189</b>	<b>Clerk's Report</b>	INFORMATION
	To receive a verbal update on the Clerk's activity during the month.	
<b>23/190</b>	<b>EVENTS</b>	INFORMATION
<b>23/190.1</b>	<b>King's Coronation</b>	
	To receive an update on the plans for village events.	
<b>23.190.2</b>	<b>Annual Parish Assembly</b>	RESOLUTION
	To finalise format for the evening.	
<b>23/191</b>	<b>ADMINISTRATION</b>	RESOLUTION
	To receive confirmation that Communication & Data Management minutes of the meeting on 13/3/2023 can be finalised and issued.	
<b>23/191.1</b>	<b>New Website Supplier</b>	RESOLUTION
	To discuss/approve Aubergine as potential new website supplier.	
<b>23/192</b>	<b>PLANNING</b>	RESOLUTION
<b>23/192.1</b>	<b>New Planning Applications</b>	
	23/00394/TPO – Notice of Intent to carry out works to trees protected by Tree Preservation Order 11/2005 G1: Oak Tree – reduce crown by approx. 2.5m – 2 The Paddocks, Rayne, Essex	
<b>23/192.2</b>	<b>Planning Results</b>	INFORMATION
	No results this month	
<b>23/193</b>	<b>ENVIRONMENT</b>	RESOLUTION
<b>23/193.1</b>	<b>Grounds:</b> (i) To receive an update on the work of the Groundsmen around the village. (ii) Update on the brick planters project	INFORMATION

<b>23/193.2</b>	<b>Nature Reserve:</b> To receive an update on the condition of the nature reserve.		INFORMATION
<b>23/194</b>	<b>REPRESENTATIVE REPORTS</b>		INFORMATION
	To receive reports from Representatives & Councillors on outside bodies.		
<b>23/195</b>	<b>FINANCE</b>		
<b>23/195.1</b>	<b>April Payments &amp; Receipts</b>		
	The following items of expenditure, retrospective payments by Standing Order and any receipts to be approved:-		
	<b>AMOUNT (£)</b>	<b>PAYABLE TO/RECEIVED FROM</b>	<b>PAYMENT IN RESPECT OF</b>
	2291.32	Staff	Salaries
	593.06	HMRC	
	18.18	Essex Pension Fund	Feb and March deficit amount
	6.06	Essex Pension Fund	April
	-127.66	Ernest Doe Credit note	Consumables
	63.40	TP Jones	Payroll preparation
	108.00	EALC	New Clerk course
	14.43	Ebay – Agri Parts	Consumables
	14.99	Ebay – Castville Ltd	Consumables
	79.28	Anglia Sign Casting	Consumables
	127.66	Ernest Doe	Consumables
	55.94	Ernest Doe	Consumables
	1400.00	S Cocks	Clerk Salary
	28.20	Fuel Genie	Petrol/Diesel
	18.00	Unity	Bank Charges
<b>23/195.2</b>	<b>Payments Made by Direct Debit/Standing Order</b>		
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
14	53.50	All Saints Church	Hire of OSR
<b>23/195.3</b>	<b>Retrospective Payments</b>		
IN02404691	309.00	Tudor Environmental	Trailer
	<b>Receipts</b>		
	300.00	000019	Remembrance Plaque
<b>23/195.4</b>	<b>Bank Reconciliation</b>		RESOLUTION
	Projected Balance at bank 31 <sup>st</sup> March 2023: £5,103.58		
	To approve payments and movements on the bank		
<b>23/195.5</b>	<b>Purchase of new laptop</b>		RESOLUTION
	To obtain update on quotes received.		

<b>23/196</b>	<b>MEETINGS &amp; TRAINING</b>	INFORMATION
<b>23/196.1</b>	To receive requests for training and any updates on meetings attended by Councillors.	
<b>23/197</b>	<b>CLOSE</b>	