



## RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey  
Community Information Point, Gore Road,  
Rayne, Braintree, Essex CM77 6TX  
Tel: 01376 552489

E: [rpc@rayne-essex.gov.uk](mailto:rpc@rayne-essex.gov.uk)

W: [www.rayne-essex.gov.uk](http://www.rayne-essex.gov.uk)

Minutes of the meeting of Rayne Parish Council 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 present:

Cllr T Agutter	Cllr A Hooks (Chair)
Cllr M Eldred (Vice Chair)	Cllr M Stringer
Cllr C Murton	Cllr S Wilsdon
Cllr K Spencer	Cllr J Rickwood
Cllr P Willis	

District Cllr P Euesden  
Members of the Public: 1

MINUTE NUMBER	BUSINESS
23/183	<b>APOLOGIES</b>
	Apologies were accepted from Cllr T Rippingale and Cllr K Davies. Apologies were also noted from County Cllr G Butland.
23/184	<b>DECLARATIONS OF INTEREST</b>
	Cllr Agutter declared a pecuniary interest as the supplier of parish council IT services and recipient of payments.
23/185	<b>CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> MARCH 2023</b>
Resolution	The minutes of the meeting held on Monday 6 <sup>th</sup> March 2023 were signed as a true record of the meeting. Proposed: Cllr Willis , Seconded: Cllr Eldred. All agreed.
23/186	<b>PUBLIC FORUM</b>
	A resident referred to the car parked in The Street for the last few months and was pleased to note that it now has a sticker on it from the Abandoned Vehicle team at BDC.
23/187	<b>District Councillor Report</b>
	Councillor Euesden had not received any new approaches for help this month. He had received a road closure email for Gore Road but the due date had already passed. He queried why this was late but was unable to get a suitable response. He confirmed that discussions are continuing regarding the 2 solar farms and would ensure we were kept up to date with this planning matter.

	Lastly, as this was his last Parish Council meeting, he thanked Rayne Parish Council for making him welcome over the years. He did confirm that he would be coming to the Annual Parish Assembly.
	<b>County Councillor Report</b>
	Cllr Butland sent his apologies.
<b>23/188</b>	<b>Chair's Report</b>
	<p>The Chair attended an Ingrebourne Valley liaison meeting where it was confirmed that progress is still behind due to the need to build the entrance road. The permit was due to be granted and expect to be up and running by June. No issues are expected although potential flooding was raised and they confirmed this would be monitored closely.</p> <p>She also attended a meeting of National Highways where it was confirmed they have already completed drainage, resurfacing and tree planting on the A120 and that the next stage of the resurfacing between Panners Farm and Galleys Corner was due to be started shortly. This is likely to involve overnight road closures and speed restrictions. The work currently being completed in Rayne should be finished this month. She is waiting for a powerpoint presentation of the meeting to be sent through and will circulate this when it arrives.</p>
<b>23/189</b>	<b>Clerk's Report</b>
	The clerk thanked everyone for welcoming her to the Council and appreciates their support so far. The past month has mainly involved on the job training as well as keeping on top of emails coming in. Thanks was also extended to Mrs Cocks for her support so far.
<b>23/190</b>	<b>EVENTS</b>
<b>23/190.1</b>	<b>King's Coronation</b>
	The next meeting is scheduled for 13 <sup>th</sup> April 2023 so if anyone has any further ideas, these would be welcomed. There was a discussion about the possibility of making the Scavenger Hunt a virtual experience but more help will be needed to progress this idea. Nothing else planned as yet but we can encourage bunting and house decorating nearer the date.
<b>23/190.2</b>	<b>Annual Parish Assembly</b>
	<p>It was confirmed that we have speakers from Rayne School and the police. The Chief Fire Officer has also confirmed he will be attending. The format will be the same as in previous years and we will organise refreshments on the night of tea/coffee/cold drinks and cakes.</p> <p>The naming of the hedgecutter will be arranged for next week, probably 13<sup>th</sup> April, and will be filmed so that this can be shown on the night.</p> <p>All councillors were encouraged to attend.</p>
<b>23/191</b>	<b>ADMINISTRATION</b>
	The draft minutes of the Communication and Data meeting held on 13 <sup>th</sup> March were noted as correct.
<b>23/191.1</b>	<b>New Website Supplier</b>
	Cllr Eldred and Cllr Agutter attended a meeting to discuss and compare quotes and Aubergine, (the NALC recommended supplier), was the most favourable company. They held a meeting with the MD of Aubergine and were satisfied with the outcome. The relevant information had been provided to all Councillors in preparation for the meeting including costs which met Budget forecast. On site

	<p>behind the scenes work email hosting etc will be extra. We would be in regular contact with Aubergine before anything goes 'live' so it was recommended that we accept them as our supplier</p> <p>Proposed: Cllr Eldred, Seconded: Cllr Hooks - all agreed.</p> <p>Cllr Eldred expressed thanks to Cllr Agutter for his help with this project.</p>
<b>23/192</b>	<b>PLANNING</b>
<b>23/192.1</b>	<b>New Planning Applications</b>
<b>Resolution</b>	<p>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.</p> <p>The proposed work is to be welcomed and our comment would be that the crown must be reduced on all sides to retain its shape and balance. The reductions on the side away from the houses may need to be greater to retain this balance.</p> <p>Proposed: Cllr Hooks, Seconded: Cllr Murton – all agreed</p>
<b>23/192.2</b>	<b>Planning Results</b>
	No results this month.
<b>23/193</b>	<b>ENVIRONMENT</b>
<b>23/193.1</b>	<p><b>Grounds:</b> (i) The new trailer arrived and needed to be built. Dave fixed the rod and all working well. Fantastic work continues around village thanks to the groundsmen. The Cricket club has been approached to see what they need now the fence has been removed. The area between the park and nature reserve now looking very tidy and attractive.</p>
<b>23/193.2</b>	<p><b>Nature Reserve:</b> Mark has sprayed the thistles and brambles to tidy the area. There have been numerous reports of potential rabbit hunting in the area but these have been reported to the police.</p> <p><b>Brick Planters:</b> Still waiting to hear from Roger Jiggins as to where all the bricks are - Cllr Willis will follow this up. The planters need to be built urgently as planting will be started soon. David has agreed to build them.</p>
<b>23/194</b>	<b>REPRESENTATIVE REPORTS</b>
	<p>Village Hall – Cllr Murton confirmed that 3 new boilers have now been installed improving efficiency. The AGM is on Wednesday – Cllr Eldred will be attending. The Solar panel open day was very successful.</p>
<b>23/195</b>	<b>FINANCE</b>
<b>23/195.1</b>	<b>April Payments &amp; Receipts</b>
	<p>The following items of expenditure, retrospective payments by Standing Order and any receipts were approved, subject to the amendment of the payments on the agenda to Ernest Doe and HMRC. Cllr Willis and Cllr Spencer will authorise payments and standing orders.</p> <p>Proposed: Cllr Eldred , Seconded: Cllr Stringer . All agreed.</p>

Invoice No./Ref.	AMOUNT (£)	PAYABLE TO/RECEIVED FROM	PAYMENT IN RESPECT OF
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	2291.32	Staff	Salaries
	672.23	HMRC	Tax & NI
	18.18	Essex Pension Fund	February and March deficit amounts
	6.06	Essex Pension Fund	April amount
	-127.66	Ernest Doe & Sons credit note	Consumables
	63.40	T P 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 & Sons	Consumables
	199.72	Ernest Doe & Sons	5 invoices
	1400.00	Mrs S Cocks	Interim Clerk salary
	56.40	FuelGenie	Petrol/Diesel
	18.00	Unity	Bank Charges
<b>23/195.2</b>	<b>Payments Made by Direct Debit/Standing Order</b>		
	41.10	A & J Lighting	Maintenance
	49.20	CSD Network Services	IT services
	15.00	F A Jiggins	Rental of Unit 31A
	53.50	All Saints Church	Hire of OSR
<b>23/195.3</b>		<b>Retrospective Payments</b>	
	309.00	Tudor Environmental	Trailer
<b>Receipts</b>			
	300.00	000019	Remembrance Plaque

<b>23/195.4</b>	<b>Bank Reconciliation</b>
	Balance at bank (current account) as at 31st March 2023: £5,103.58
<b>23/195.5</b>	<b>Purchase of a new laptop</b>
	<p>CLlr Agutter provided proposals and quotes. It was agreed to take up the Asus option. CSD will purchase the laptop and invoice the Parish Council for reimbursement.</p> <p>Proposed: CLlr Hooks, Seconded: CLlr Wilsdon. All agreed</p>
<b>23/196</b>	<b>MEETINGS &amp; TRAINING</b>
<b>23/196.1</b>	<p>Finance meeting is on 11<sup>th</sup> April. The Personnel meeting will be postponed until further notice.</p> <p>Annual Parish Assembly is on 19<sup>th</sup> April</p>
<b>23/197</b>	<b>CLOSE</b>
	There being no further business to transact the meeting was closed at 20.30

Signed: ... ..

Dated: 17<sup>th</sup> May 2023

