



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 5th June 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 P Willis
	Cllr M Eldred (Chair)	Cllr A Hooks (Vice Chair)
	Cllr C Murton	Cllr J Rickwood
	Cllr T Rippingale	Cllr Nicholls
	Cllr M Stringer	Cllr Lugger
	Cllr S Wilsdon	

Hazel Godfrey

Mrs Hazel Godfrey, Clerk
31st May 2023

MINUTE NUMBER	BUSINESS	ACTION
23/021	APOLOGIES	INFORMATION
	<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 a meeting</i>	
23/022	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>	
23/023	CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 17TH MAY 2023	RESOLUTION
23/024	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.	
23/025	DISTRICT AND COUNTY COUNCILLORS REPORTS	INFORMATION
	To receive reports from Dist Cllr Hooks and Cnty Cllr Butland Allotted time 10 minutes	
23/026	CHAIR'S REPORT	INFORMATION
	To receive a verbal update on meetings attended	
23/027	CLERK'S REPORT	INFORMATION
	To receive an update on the clerk's activity during the month	
23/028	ADMINISTRATION	
	To confirm that outstanding Declaration of Acceptance of office and Register of Interest forms have been completed and signed.	INFORMATION
23/028.1	To receive confirmation that the ECC email issue has now been resolved	INFORMATION
23/028.2	To provide update from Aubergine on progress to date	INFORMATION
23/028.3	To receive confirmation of meeting dates for Communication & Data committee and Personnel committee	INFORMATION
23/029	POLICIES	RESOLUTION
	To review and agree the following policies: Equal Opportunities Photo Consent Form Risk Register Social Media ToR Communications & Data ToR Personnel Training	
23/030	AGAR	
23/030.1	To agree and sign Section 1 – Annual Governance Statement 2022/23	RESOLUTION
23/030.2	To agree and sign Section 2 – Accounting Statements for 2022/23	RESOLUTION
23/030.3	To receive and approve the notice period for the exercise of public rights	RESOLUTION
23/031	PLANNING	
23/031.1	New Planning Applications	

	23/01142/TPOCON - 7A The Street, Rayne, Essex. Notice of intent to carry out works to trees in a Conservation Area – Yew Tree removal	RESOLUTION
23/031.2	Planning Results	INFORMATION
	23/01010/TPOCON – 7 The Street, Rayne. Notice of intent to carry out works to trees in a Conservation Area – felling of Leylandii tree located adjacent to the boundary wall of the garden. Application Permitted	
	23/00839/HH – 10 Smithfields, Rayne. Erection of two storey side and single storey front extensions. Application Permitted	
	23/00757/TPO – The Vineries, 24 New Road, Rayne. Notice of intent to carry out works to trees protected by the Tree Preservation Order TPO – Reference 5/82-T3; Species – Fir Tree – remove. Part Granted, Part Refused	
23/032	ECC CARBON CUTTING ESSEX APP	INFORMATION
	To receive details of new incentive	
23/033	REPRESENTATIVE REPORTS	INFORMATION
	To receive reports from Representatives & Councillors on outside bodies	
23/034	FINANCE	
23/034.1	June Payments & Receipts	
	The following items of expenditure, retrospective payments by Standing Order and any receipts to be approved:-	
	AMOUNT (£)	PAYABLE TO/RECEIVED FROM
	1,788.32	Staff
	347.49	HMRC
16753	90.00	EALC
	792.55	Zurich Insurance
253527	31.12	Ernest Doe
	150.83	Fuel Genie
743577	227.64	George Browns
	Payments Made by Direct Debit/Standing Order	
37247	41.10	A J Lighting
21166	49.20	CSD Network Services
7798	20.00	F A Jiggins
	26.75	All Saints Church
PW497394	5,153.25	PWLB lending facility
	6.06	Essex Pension Fund
		Retrospective Payments

1593631861	536.14	AJ Gallagher	Motor Insurance
Receipts			
	322.00	Encore Group	Old Challis Rise maintenance 22/23
	180.00	M Eldred	Remembrance Plaque
23/034.2	Bank Reconciliation		RESOLUTION
	Projected Balances at bank 31 st May 2023: £21,998.83 Current Account / £47,122.41 Instant Access Account		
23/035	TREE WARDEN		
	To review email received from Roger Jiggins of 27 th April regarding a tree register and councillor responsibility		RESOLUTION
23/035	MEETINGS & TRAINING		INFORMATION
	To receive requests for training and any updates on meetings attended by Councillors.		
	CLOSE		