



## RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Amanda Brown  
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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 4<sup>th</sup> April 2022 at 7.30pm** in the Old School Rooms, Shalford Road, Rayne for the purpose of transacting the following business:

Cllr Ann Hooks (Chair)

Cllr Michael Eldred (Vice Chair)

Cllr Tom Agutter

Cllr Celia Murton

Cllr Dawn Pickton

Cllr Trevor Rippingale

Cllr Karen Spencer

Cllr Paul Willis

Cllr Scott Wilsdon

*Mrs Amanda Brown, Clerk*

28<sup>th</sup> March 2022

AGENDA NUMBER	BUSINESS	DECISION
22/001	<b>APOLOGIES</b>	<b>Resolution</b>
	To receive, and consider for approval, apologies for absence and reasons given. Members are reminded that LGA1972, s85, states that apologies for absence must be received prior to a meeting.	
22/002	<b>DECLARATION OF INTERESTS</b>	Information
	To declare any disclosable pecuniary, 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.	
22/003	<b>CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 7<sup>TH</sup> MARCH 2022</b>	<b>Resolution</b>
	To agree and sign the minutes of the previous full council meeting.	
22/004	<b>PUBLIC FORUM</b>	Information
	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>22/004.1</b>	<b>District &amp; County Councillor Reports</b>	Information
	To receive updates from District Cllr Euesden and County Cllr Butland.	
<b>22/005</b>	<b>ADMINISTRATION</b>	
<b>22/005.2</b>	<b>Co-Option of Councillor</b>	<b>Resolution</b>
	Presentation from candidates followed by a vote	
<b>22/005.3</b>	<b>Clerk's Report</b>	Information
	Updated Clerk's report has been circulated to receive comment. Annual Parish Meeting – Update, Refreshments. Date for Zoom meeting to discuss SO's	
<b>22/005.4</b>	<b>Correspondence</b>	<b>Resolution</b>
	General Correspondence has been circulated before the meeting for discussion: OSR – Wifi Rothcock Festival Annual Report – to print further copies.	
<b>22/006</b>	<b>ROADS, TRANSPORT &amp; PUBLIC SAFETY</b>	Information
<b>22/006.1</b>	<b>Defects:</b>	
	To report and note any defective street lighting, paving, road signage. Zebra Crossing – needs repainting. Future Highways Panel Meetings – attendance.	
<b>22/006.2</b>	<b>Policing Issues:</b>	<b>Resolution</b>
	To note any comments from reports circulated. Police Summer Project.	
<b>22/006.3</b>	<b>Spring Clean/Litter Picking:</b>	
	Keep Britain Tidy Campaign 25 <sup>th</sup> /3 - 10 <sup>th</sup> /4 Thoughts on correspondence received from the Community Litter Picking Group.	
<b>22/006.4</b>	<b>Ride London Event:</b>	Information/ <b>Resolution</b>
	Cllr Eldred to report. Informing the community about the event. Making this an event for all the community using the BMX track. Possible grant available.	
<b>22/007</b>	<b>FINANCE</b>	
<b>22/007.1</b>	<b>Required Bank Signatory</b>	<b>Resolution</b>
	Councillor to agree to becoming a signatory and so authoriser on the bank.	
	Internal Audit booked for Thursday 26 <sup>th</sup> May	
	Purchase of Projector & Screen.	
	Purchase of Hedge Cutter.	
<b>22/007.2</b>	<b>February Payments and Receipts</b>	
	To review and approve the following items of expenditure, retrospective payments and note payments by Standing Order and any Receipts:	

	Amount (£)		Payment in respect of
.1	1,658.36	Employees	Salaries
.2	346.19	HM Revenue & Customs	NI/PAYE Income Tax Due
.3	41.10	A&J Lighting	Monthly Maintenance
.4	49.20	CSD Network Services Ltd	Broadband/Cloud Monthly Rental
.5	10.00	F A Jiggins & Son	Unit 31A Monthly Rental Charge
.6	6.07	Clerks Expenses	Travel – March
.7	176.00	Braintree District Council	Printing of Annual Report
.8	150.76	Anglia Sign Casting	2 Ashes Wall Plaques
.9	57.60	TP Jones & Co. LLP	Payroll Services
.10	25.00	Old School Rooms	Hire of Hall
	<b>2,520.38</b>	<b>Total</b>	
<b>Payments Made by Direct Debit/Standing Order</b>			
<b>Nil</b>			
<b>Receipts</b>			
<b>11</b>	300.00	Cooper & Dupont	Ashes wall plaques
<b>Retrospective Payments</b>			
<b>12</b>	1,543.99	Ernest Doe & Sons	Gearbox repair
<b>13</b>	520.00	Writtle College	Pest Control Course
<b>14</b>	426.97	James Bedford	Flammable Cabinet
<b>15</b>	37.00	Trade Point	Screw Fix
<b>16</b>	54.49	HMRC	Extra NI/Tax on pay rise back pay
<b>17</b>	215.95	Employees	Salary rises/back pay
	<b>2,798.40</b>	<b>Total</b>	
<b>22/007.3</b>	<b>Bank Reconciliation</b>		Information
	To note the bank reconciliation to the end March 2022: £33,919.04.		
	Agreement on all payments		<b>Resolution</b>
<b>22/0008</b>	<b>Planning:</b>		
<b>22/008.1</b>	<b>New Planning Applications:</b>		<b>Resolutions</b>
	22/00549/HH   Single-storey rear extension   Brocksey Dyers Cottage, Rayne Road, Braintree Essex CM77 6RG. <b>Tue 29 Mar 2022 – Have asked for an extension in time to comment.</b>  22/00510/HH   Rear dormer roof extension and installation of 3 rooflights to front elevation to enable loft conversion.   Barnards Orchard The Street Rayne Essex. <b>Tue 19 Apr 2022</b>  22/00618/HH   Single-storey front, two-storey side and rear extensions, and alterations to fenestration   10 New Road Rayne Essex CM77 6TG. <b>Tue 12 Apr 2022</b>		

<b>22/008.2</b>	<b>Applications Determined:</b>	
	Ground floor rear in-fill extension and first-floor side roof extension with dormer windows to front and rear roof slopes. - Wenas Farm Fairy Hall Lane Rayne Essex CM77 6SZ  Ref. No: 22/00112/HH   Received date: Wed 19 Jan 2022   Status: Application Permitted   Case Type: Planning Application	
<b>22/009.</b>	<b>Chairmans Report:</b>	Information
	Ashes Wall update. Ingrebourn Valley liaison meeting.	
	<b>Councillors/Outside Bodies Reports</b>	Information
	To receive reports from Councillors on outside bodies. Purchase of Projector and Screen.	
<b>22/010</b>	<b>MEETINGS AND TRAINING</b>	Information
	To report any meetings or training attended or to be attended.	
	H&S, Fire Safety, NALC on-line training.	<b>Resolution</b>
<b>22/011</b>	<b>JUBILEE CELEBRATIONS</b>	<b>Resolution</b>
	Update on Oak tree planting. Tree Plaques. Notice Board Commemorative plaque. Insurance for 500 people. Contribution to Jubilee special of the Focus Magazine.	
<b>22/012</b>	<b>ITEMS FOR INFORMATION/DATE OF NEXT MEETING</b>	Information
	The next <b>Parish Council Meeting</b> will be held on <b><u>Tuesday 3<sup>rd</sup> May 2022</u></b> . Please send items for the agenda to the Clerk by <b><u>Thursday 27<sup>th</sup> April 2022</u></b> at the latest.	
<b>22/013</b>	<b>CLOSURE</b>	