



## 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 5<sup>th</sup> December 2022** at **7.30pm** in the Old School Rooms, Shalford Road, Rayne for the purpose of transacting the following business:

Members to be present: Cllr T Agutter  
Cllr M Eldred (Vice Chair)  
Cllr C Murton  
Cllr T Ripplingale  
Cllr M Stringer  
Cllr Scott Wilsdon

Cllr K Davies  
Cllr A Hooks (Chair)  
Cllr J Rickwood  
Cllr K Spencer  
Cllr Paul Willis

AJ Brown

**Mrs Amanda Brown, Clerk**

28<sup>th</sup> November 2022

MINUTE NUMBER	BUSINESS	ACTION
22/119	<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>	
22/120	<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>	
22/121	<b>CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 7<sup>th</sup> November 2022</b>	RESOLUTION
	Also, sign Minutes of Budget & Precept meeting held on Monday 14 <sup>th</sup> November.	
22/122	<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>22/122.1</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>22/122.2</b>	<b>Chairs Report</b>	INFORMATION
	An update on meetings attended. Update on clerk application process.	
<b>22/122.3</b>	<b>Clerks Report</b>	INFORMATION
	To receive an update on the Clerk's activity during the month. Schedule already circulated.	
<b>22/123</b>	<b>CORRESPONDENCE</b>	RESOLUTION
	Rayne Primary & Nursery School have agreed that we can hold the January and May meetings in their hall. Booking form to be filled in. Cllr Hooks now has authority to put payments on the bank for authorisation.	
<b>22/124</b>	<b>NEW WEBSITE &amp; EMAIL PROVIDER</b>	RESOLUTION
	Cllr Davies report on potential website and email providers. 1. Proposal to agree a website designer. 2. Proposal to agree on an email provider.	
<b>22/125</b>	<b>PERSONNEL MATTERS</b>	RESOLUTION
	<ol style="list-style-type: none"> <li>1. A proposal that new employees will be entered into the NEST pension scheme, if and when, the Council wish to offer a pension.</li> <li>2. To agree an employer contribution of 7.5% for new employees over the qualifying amount.</li> <li>3. The LGPS pension scheme will be terminated/suspended when the current clerk leaves.</li> <li>4. To agree the employment and salary of Sarah Cocks as a locum clerk in the current clerk's absence of extended leave.</li> <li>5. To make note of the National Salary Award from the Local Government Association for 2022-23.</li> </ol>	
<b>22/126</b>	<b>PLANNING</b>	RESOLUTION
<b>22/126.1</b>	<b>New Planning Applications</b>	
	22/02916/FUL Erection of 1 x 3/4 bedroom, two and a half-storey dwelling with associated amenity space and parking, Land Rear Of 43 Shalford Road Rayne Essex. Comment by: 6th December.	

	Ref. No: 22/03024/HH Single storey rear extension. Planning Application. 2 New Road Rayne Essex CM77 6TG Status: Pending Consideration. Comment by: 12th December.	
	Ref. No: 22/03179/FUL Installation and operation of a 50kW ground mounted solar array on land associated to Broadfields Farm. Planning Application. Broadfields Farm Dunmow Road Rayne Essex CM77 6SA. Comment by: 22nd December 2022.	
<b>22/126.2</b>	<b>Planning Results</b>	INFORMATION
	Report from Cllr Spencer regarding the Perkins Garage application.	
<b>22/127</b>	<b>ENVIRONMENT</b>	RESOLUTION
	Proposal to update the Open spaces action plan – recommendations required.	
<b>22/127.1</b>	<b>Grounds:</b> To receive an update on the work of the Groundsmen around the village.	INFORMATION
<b>22/127.2</b>	<b>Oak Tree:</b> Further to the previous decision to ask Monarb to trim the tree, the Clerk has spoken to other tree specialists who agree with our Groundsman that no further work should be done to the tree.	RESOLUTION
<b>22/127.3</b>	<b>Nature Reserve:</b> To receive an update on the condition of the nature reserve.	INFORMATION
<b>22/128</b>	<b>REPRESENTATIVE REPORTS</b>	INFORMATION
	To receive reports from Representatives & Councillors on outside bodies.	
<b>22/129</b>	<b>FINANCE</b>	
<b>22/129.1</b>	<b>December Payments &amp; Receipts</b>	
	The following items of expenditure, retrospective payments by Standing Order and any receipts which were approved.	

	<b>AMOUNT (£)</b>	<b>PAYABLE TO/RECEIVED FROM</b>	<b>PAYMENT IN RESPECT OF</b>
	2,381.99	Salaries	
	380.09	HMRC	
	452.37	Pension	
	22.28	Clerk Expenses	
	8.10	Groundsman Expenses	
8053313	155.39	Fuel Genie	Diesel
57869	79.28	Anglia Sign Casting	Hatswell
	94.95	Linda Taylor	Autumn Planting
October	144.07	Ernest Doe & Sons	Consumables
739849	600.00	Browns	Tractor Wheels
			Tractor Tyres

<b>22/129.2</b>		<b>Payments Made by Direct Debit/Standing Order</b>	
36702	41.10	A J Lighting	Maintenance
20835	49.20	CSD Network Services	IT services
7616	15.00	F A Jiggins	Rental of Unit
	25.00	Old School Rooms	Hire for full council meetings
497394	5,153.25	Public Works Loan Board	Repayment of loan
		<b>Retrospective Payments</b>	
EDB 20	50.00	The Royal British Legion	Cheque paid

<b>22/129.3</b>	<b>Bank Reconciliation</b>	<b>RESOLUTION</b>
	Balance at bank 30 <sup>th</sup> November 2022: £43,019.56	
	To approve payments and movements on the bank	
<b>22/130</b>	<b>MEETINGS &amp; TRAINING</b>	<b>INFO/RESOLVE</b>
	To receive requests for training.	
	Details of Cllr Training and CiLCA training have been received.	
<b>22/131</b>	<b>INFORMATION/ITEMS FOR FUTURE MEETINGS</b>	<b>INFORMATION</b>
	Full Council meeting to be held on <b>Tuesday 10<sup>th</sup> January</b> at Rayne Primary & Nursery School	
<b>22/132</b>	<b>CLOSE</b>	