



RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Amanda Brown
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MINUTES OF THE PARISH COUNCIL MEETING HELD Monday 4th January 2022

Present:

Councillors	Present	Councillors	Present
Tom Agutter	Yes	Mrs Dawn Pickton	Apologies
Michael Eldred	Apologies	Trevor Rippingale	Yes
Mrs Ann Hooks (Chair)	Yes	Mrs Karen Spencer	Apologies
Mrs Grace Meehan	Apologies	Paul Willis	Yes
Mrs Celia Murton	Apologies	Scott Wilsdon	Yes
Vacancy			
District Cllr Paul Euesden	Yes	Cnty Cllr Graham Butland	Apologies

In Attendance: No members of the public in attendance

MINUTE NO.	BUSINESS	DECISION/ACTION
22/151	APOLOGIES	
	Apologies for absence were received from Cllrs Eldred, Murton, Meehan, Spencer and Pickton.	
22/152	DECLARATION OF INTERESTS	
	Declarations were received from Cllrs Agutter, and Rippingale on IT and planning application for King & Co respectfully.	
22/153	<u>CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 6th DECEMBER</u>	It was Proposed Cllr Rippingale, Seconded Cllr Willis and Agreed to approve the minutes of the meeting held on 6 th December 2021.
22/154	PUBLIC FORUM	
	There were no members of the public in attendance	
22/154.1	District & County Councillor Reports	
	Cllr Euesden reported that the fence reported last month would be fixed very shortly as it will be good to get the job done during the winter months while the vegetation isn't growing. Cllr Euesden met with a Rayne resident at the Braintree Bus Terminal who reported to him that the Terminal was not working as bus shelters were facing the wrong way into the wind and weather. Cllr Euesden left the meeting after presenting Sarah Cocks with a beautiful bouquet of flowers. Cllr Butland did not provide a report.	As County Council Butland was not attending the meeting an email would be sent to advise of pot holes and sign posts to be mended. Cllr Euesden was asked to let the resident he spoke to know that Rayne PC needs representation as a Passenger Transport Representative.
22/155	<u>ROADS, TRANSPORT & PUBLIC SAFETY</u>	
22/155.1	Defects	
	There was a defect opposite 11 Shalford Road, this had been reported on the Essex County Council website.	

	Gigaclear were seen measuring for fibre installation along Gore Road and New Road. There is a large road sign which has lost half of its signage and is laying on the side of the road at the roundabout coming into the village which needs to be picked up.	Cllr Agutter will enquire of the wholesale dept of Gigaclear as to when this work may start. Cllr Willis will collect it.
22/155.2	Stansted Airport	
	There was nothing to report on this item.	
22/155.3	Policing Issues	
	The Police Walk About went ahead as planned on Thursday 9 th December at 4.30pm.	Cllrs were given winter packs to distribute to vulnerable residents.
22/156	ADMINISTRATION	
22/156.1	Clerk's Report	
	The Clerk's report was noted. The Clerk has been working very hard to get the Clerk manual updated for the hand over.	
22/156.2	Policies	
	The Vexatious Complaints policy was reviewed, amendments agreed and approved.	Proposed by Cllr Agutter and Seconded by Cllr Rippingale
22/156.3	Jubilee Celebrations	
	The working party had not met during December so there were no updates. There has been a good response on Facebook to their plans with the Flagpole being sited adjacent to the commemorative stone.	It has been proposed to ask the commemorative group to attend the Annual Parish Meeting and share with the community what they are organising for the residents.
22/157	HEALTH AND WELLBEING	
	Nothing to report.	
22/158	CIRCULATION AND CORRESPONDENCE	
	Nothing to report	
22/159	<u>ECC MINERALS AND WASTE DEVELOPMENT – MINERAL EXTRACTION SITE</u>	
	There was nothing to report as nothing more had happened over the Christmas period.	
22/160	PLANNING	
22/160.1	New Planning Applications	
	Land at Rayne Lodge Farm Ref No.: 21/02863/REM	<i>The parish council made no comment on this application</i>
22/160.2	Planning Results	
	Conversion of detached garage to annexe accommodation – Toppersfield, Long Lane. Ref. No: 21/03254/HH	<i>After consideration the parish council made no comment on this application.</i>
	Prior approval for the change of use of agricultural building to a dwellinghouse (Class C3), and for associated operational development – Change of use to 2no. residential dwellings – King and Co Tree Nursery, Dunmow Road. Ref. No: 21/03132/COUPA.	<i>The parish council made no comment on this application.</i>
22/160.3	Open Spaces Action Plan	
	The previous year's document had been circulated. The telephone box was to be removed.	



	A storage facility was to be added to the list which could be bolted to the village hall.	Proposed by Cllr Rippingale Seconded by Cllr Willis
22/160.4	LOCAL PLAN REPONSE	
	It was noted that 'Better Rayne Together' had not responded negatively. The Cllrs could see nothing to object to.	No comment. Proposed by Cllr Hooks Seconded by Cllr Agutter
22/161	ENVIRONMENT	
22/161.1	Grounds	
	Cllr Rippingale reported that the mower now needs a new drive shaft which will mean a new gear box. This was worse news than expected and will cost approx. £1,000. General Maintenance work of hedges and trees being completed before the spring.	The cost will be offset by the Groundsmen servicing the mower in future.
22/161.2	Rayne Primary & Nursery School: Maintenance Contract	
	No further information from the school. It has been rumoured that the Head of the School will be changing soon which could hold up a decision.	
22/161.3	Tree Planting	
	Cllr Rippingale reported that the tree for Makemores has been donated/purchased and now needs planting. The tree for Oak Meadow has not been purchased yet.	
22/161.4	Village Hall	
	No update to report. Chair had received a letter thanking the council for its support.	
22/161.5	Vision for Nature Reserve	
	No update.	
22/162	FINANCE	
22/162.1	January Payments and Receipts	
	It was Proposed Cllr Rippingale, Seconded Cllr Hooks and Agreed.	

162. 1.	Amount (£)	Payable to/Received from	Payment in respect of
.1	204.75	Employee 1	Salary
.2	344.96	Employee 2	Salary
.3	431.16	Employee 3	Salary
.4	129.60	HM Revenue & Customs	NI/PAYE Income Tax Due
.5	41.10	A&J Lighting Solutions	Monthly Maintenance – December
.6	49.20	CSD Network Services Ltd	Broadband/Cloud Monthly Rental
.7	30.00	Mrs S Cocks	Reimbursement – Registration of CIP Address
.8	10.00	FA Jiggins and Son	Unit 31A Monthly Rental Charge
.9	98.60	Ernest Doe & Son	Consumables
.10	18.46	Banner	Stationery supplies
.11	157.57	EoN	Streetlighting electricity
.12	49.99	Screwfix	Letterbox for CIP
	1,565.29		



Payments Made by Direct Debit/Standing Order			
.13	5,153.25	Public Works Loan Board	Oak Meadow
Receipts			
.14	964.58	Essex County Council	Grass Cutting
.15	527.12	Eastlight Community Homes	Grass Cutting
	1,491.70		

22/162.2	Bank Reconciliation	
	The bank reconciliation to the end November 2021 at £55,892.28 was noted.	
22/162.3	Precept & Budget 2022/23	
22/162.3.1	To include the provision of a pension. The pension is for the new clerk and is provided by Essex County Council.	A percentage of the pension will be taken from reserves with the balance added to the precept. Proposed by Cllr Hooks Seconded by Cllr Agutter
22/162.3.2	The precept demand would be £50,299 for 2022/23, a rise of 5.99%	Proposed by Cllr Hooks Seconded by Cllr Rippingale
22/163	MEETINGS AND TRAINING	
	Training had been successfully undertaken	
22/164	PRIVATE SESSION	
	It was Proposed Cllr Rippingale, Seconded Cllr Agutter, and Agreed to exclude the Public and Press for the following items of business:	
22/165	Personnel Committee	
22/165.1	Recruitment of New Clerk/RFO	
	Following the appointment of Mrs Amanda Brown as the new Clerk/Responsible Finance Officer it was proposed to use the NALC model contract of employment.	Proposed by Cllr Willis Seconded by Cllr Agutter
22/166	DATE OF NEXT MEETING	
	The next Parish Council Meeting will be held on Monday 7th February 2022. Please send items for the agenda to the Clerk by Thursday 27 th January 2022 at the latest.	
22/167	PRESENTATION	
	There preceded a presentation to the outgoing Clerk Sarah Cocks for her dedication for 10 years of service to the Parish and Council members.	A group photo was taken.
22/168	CLOSURE	The meeting closed at 8.50pm

Signed Chairman

Date