



RAYNE PARISH COUNCIL

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Minutes of the Parish Council Meeting held on Monday 7th March 2022

Members present:

Cllr Ann Hooks (Chairman) Cllr Celia Murton
Cllr Trevor Rippingale Cllr Paul Willis
Cllr Karen Spencer

Cllr CC Graham Butland

Clerk Mrs Amanda Brown

Apologies:

Cllr Michael Eldred (Vice Chair)
Cllr Tom Agutter Cllr Dawn Pickton
Cllr Scott Wilsdon
Dist. Cllr. Paul Euesden

No members of the public attended

MINUTE NUMBER	BUSINESS	ACTIONS
22/189	APOLOGIES To receive, and consider for approval, apologies for absence.	
RESOLUTION 22/190	Proposed by: Cllr Hooks, Seconded by: Cllr Willis. All agreed DECLARATIONS OF INTEREST No declarations of interest were given.	
22/191	CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 7TH FEBRUARY 2022. An amendment to the minutes was necessary as Cllr Willis was in attendance at the meeting but had been left off the members present list. He also requested that his name be struck off from proposing the February Payments and Receipts as he is the council's internal auditor. Cllr Hooks was added.	
RESOLUTION 22/192	Proposed by: Cllr Murton, Seconded by: Cllr Rippingale. All agreed. DISTRICT & COUNTY COUNCILLOR REPORTS: A report from Dist. Cllr P Euesden had been circulated before the meeting. Cnty Cllr G Butland. Gave an update on District & County news. Budget meetings for the District and County had been held recently. Essex CC finances were healthy,	

and no cuts were to be made to services for the forthcoming year. A staggering 43% of the budget £470m will be spent on Adult Social Care supporting 17,000 adults with a further £136m being spent on Children's services and early years. At BDC money was to be set aside for planning enforcement with more staff being employed.

During the latest storms 11,000 trees were cleared within 3 days.

Ukraine: people to be encouraged to donate to the disaster funds rather than send out products.

22/193 CLERKS REPORT

To receive an update on the Clerk's activity during the month.
Schedule already circulated.

22/194 CORRESPONDENCE

Resignation to be formalised from Cllr Grace Meehan.

The co-option of new councillors would go ahead at the April meeting. Just one candidate so far. The advert will run again in the Focus magazine.

Scout Group are running their annual Duck Race on Easter Monday.

Correspondence with the owners of 47 The Street about the parking around the restaurant premises.

22/195 POLICIES

The following policies were reviewed:

Fixed Asset Register Updated

Grant Funding Register

Training Policy

RESOLUTION Proposed by: Cllr Rippingale, Seconded by: Cllr Murton. All agreed

Standing Orders were to be discussed again at a future meeting. It was proposed to have a working party over Zoom.

RESOLUTION Proposed by: Cllr Spencer, Seconded by: Cllr Rippingale. All agreed

Telephone box should be covered by insurance £3k

It was confirmed that applicants of planning applications should be invited to council meetings as per Standing Orders.

ACTIONS

Clerk to enquire

Clerk

22/196 ANNUAL PARISH ASSEMBLY

The members were given an update on arrangements. Speakers were being finalised with the Annual Report being redesigned. Community groups were being contacted.

22/197 PLANNING

22/197.1 New Planning Applications

22/00341/PLD Application for Certificate of Lawfulness for a proposed development - Erection of single-storey rear extension with velux rooflights. 301 Rayne Road Braintree Essex CM7 2QG

No comment required

22/198.2 Planning Results

21/02863/REM Application for approval of Reserved Matters (scale, appearance, layout and landscaping) pursuant to outline planning permission 18/00092/OUT - 43 No. dwellings and associated works including internal road network, hard and soft landscaping, formal and informal open space, car and cycle parking. | Land At Rayne Lodge Farm Rayne Road Rayne Essex

- 22/199** **ENVIRONMENT**
- 22/199.1** **Grounds:** **ACTIONS**
- Century Bridge work to be carried out.
New bins have been installed around the village.
- BDC has asked if the village would like to display Anti-Littering signs – **Cllr Hooks**
it was decided on all verges where vehicles enter the village.
- Councillors were asked to support the purchase of a storage cabinet and Jerry cans for fuel. **Clerk**
- RESOLUTION** Proposed by: Cllr Rippingale, Seconded by: Cllr Murton. All agreed
- 22/199.2** It is proposed to buy a hedge cutter for the tractor – three quotes and information will come to the next meeting.
- Nature Reserve:**
- The area has been litter picked, and the groundsmen have been doing work which looks really good. There is a tree which needs to be removed as it's damming the stream.
- Reeds will be thinned out from the pond in the better weather.
- 22/200** **REPRESENTATIVE REPORTS**
- Cllr Murton gave an update on the Village Hall, Covid adaptations have continued for ease of keeping clean, benches with game tops to be installed around the field, a plaque from the British Legion will be put on the edge of the village hall for the Jubilee Tree which is being sited at the Nature Reserve. The barrier into the car park is to be refurbished. The Park Rangers are scheduled to remove fallen trees along the Flitch Way at the BMX park.
- Jubilee Up-date. Cllr Eldred to record the formal opening as he won't be present on the day.
Friday fun run and cake competition will take place at the Booking Hall Cafe.
Tea Party at the Welsh Princess.
Sunday big picnic at the village hall with traditional games and dog show.
Kings to be asked for a tree for the canopy.
Village community choir to sign the official song.
- 22/201** **FINANCE**
- 22/201.1** **March Payments & Receipts**
- The following items of expenditure, retrospective payments by Standing Order and any receipts which were approved.

	AMOUNT (£)	PAYABLE TO/RECEIVED FROM	PAYMENT IN RESPECT OF
1.	159.58	Essex Timber	Wooden workbench

2.	77.27	NALC	Conference, December
3.	5.90	B & Q – Trade Point	Postcrete
4.	41.10	A & J Lighting	Monthly maintenance
5.	10.00	F A Jiggins	Rent of unit 31 a
6.	49.20	CSD Network Services Ltd	Digital connections
7.	1,291.48	Ernest Doe & Sons Ltd	Servicing + consumables
8.	50.00	Old School Room	Hire of room Jan & Feb
9.	645.00	Allen Taylor	Litter picking & bin emptying
10.	24.28	Clerks Expenses - mileage	4 journeys to meetings/office
11.	2,339.31	Salaries + overtime payments	Groundsmen extra hours
12.	459.63	HRMC	Employee/Employer Tax and NIC
	5,152.75		

Payments Made by Direct Debit/Standing Order

No DD or SO made

Receipts

No receipts received

Retrospective Payments

1,035.30 Groundsmen overtime and extra hours payments (March Pay)
The Clerk requested that a payment of £37 was paid to Trade Point (Screw Fix) as this had been missed from the previous month and they had put a stop on the account.

RESOLUTION Proposed payment by: Cllr Hooks, Seconded by: Cllr Murton. All agreed.
1,543.99 Ernest Doe & Sons Ltd Payment for gearbox repair to be approved
(Outstanding payment) post insurance decision.

22/201.2

Bank Reconciliation

No bank reconciliation has been achieved as cheques had to be issued late in the month due to the Clerk not having access to the bank account.
Balance at bank end of business 28.02.22: £42,657.80
Estimated bank balance at 31.03.22: £34,190.12

INFORMATION

Two payments still outstanding AJ Lighting and FA Jiggins

RESOLUTION To approve payments and movements on the bank.
Proposed by: Cllr Murton, Seconded by: Cllr Hooks. All agreed.

22/202

EARMARKED FUNDS

Earmarked funds were agreed as proposed by the Finance Committee - £1,000 from IT and £1,000 from Nature Reserve for Remembrance Walls.

RESOLUTION Proposed by: Cllr Hooks, Seconded by: Cllr Murton. All agreed.

22/203

NEW SIGNATORY

No new signatory was assigned as it was agreed to wait until the next meeting.

22/204

FUTURE DIRECTION/GOVERNANCE

Revision of 'Terms of Reference' for committees.
To be discussed and proposals brought to the ACM in May.
The review of the strategic future of the council would wait until a full complement of councillors were available to discuss the item.

22/205 ACTION PLANS

The updates to the 12-month action plan for year 22/23 and the 5-year plan were agreed.

RESOLUTION Proposed by: Cllr Willis, Seconded by: Cllr Spencer. All agreed

22/206 MEETINGS & TRAINING

There were no requests for training and Cllr Eldred was not present to give an update on his recent evaluation on a training session.

22/207 PRIVATE SESSION

Exclusion of the public and press for the consideration of the following items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972.

RESOLUTION Proposed by: Cllr Willis, Seconded by: Cllr Rippingale. All agreed.

22/208 Staffing Matters:

It was agreed to the rise in pay for the Groundsmen to BDC levels and to commence this from 1st April 2022.

To note that the Personnel committee had also agreed the new contracts.

RESOLUTION Proposed by: Cllr Murton, Seconded by: Cllr Spencer. All agreed.

22/209 RETURN OF THE PRESS & PUBLIC

The press & Public are welcomed back to the meeting

RESOLUTION Proposed by: Cllr Willis, Seconded by: Cllr Murton. All agreed.

22/210 INFORMATION/ITEMS FOR FUTURE MEETINGS

Chair's report to be a standing item

Further Jubilee update

Strategic plan to stay on next month's agenda

Cllr Hooks, Rippingale and Murton to attend the liaison meetings with Ingrebourne Valley.

22/211 CLOSE

21:48