



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 5th September at 7.30pm** in the Old School Rooms, Shalford Road, Rayne for the purpose of transacting the following business.

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| Councillors: | Cllr T Agutter | Cllr K Davies | Cllr M Eldred (vice chair) |
| | Cllr A Hooks (Chair) | Cllr C Murton | Cllr K Spencer |
| | Cllr M Stringer | Cllr T Rippingale | Cllr P Willis |
| | Cllr S Wilsdon | | |

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| Councillors: | District Cllr P Euesden | County Cllr G Butland |
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AJ Brown

Clerk Mrs Amanda Brown
25th August 2022

| AGENDA NO. | BUSINESS | DECISION |
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| 22/072 | APOLOGIES | Information |
| | 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. | |
| 22/073 | DECLARATION OF INTERESTS | 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. | |
| 22/074 | CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 1st August 2022 | Resolution |
| | To agree and sign the minutes of the previous full council meeting. | |

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| | To note draft planning minutes from 25 th July 2022 | |
| 22/075 | PUBLIC FORUM | Information |
| | A period of 30 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. | |
| 22/075.1 | District & County Councillor Reports | Information |
| | To receive updates from District Cllr Euesden and County Cllr Butland. | |
| 22/075.2 | Chair's Report | Info/Resolution |
| | To receive a report from the Chair Rayne Quarry – Archaeological Presentation Old School Rooms update from public meeting. Representative requested for working group. A J Lighting maintenance contract, should the PC continue? | |
| 22/076 | ROADS, TRANSPORT & PUBLIC SAFETY | Information |
| 22/076.1 | Defects | |
| | To potholes have been marked out. Nothing visible for the middle of the road at Perkins. | |
| 22/077 | ADMINISTRATION | |
| 22/077.1 | Clerk's Report | Information |

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| | Report has been updated and circulated. Clerk would like IT help with the website. | |
| 22/077.2 | C&D Committee Meeting | Information |
| | Due to unforeseen circumstances the committee meeting to be held on 8 th August did not go ahead. The items which were deferred to that meeting from the full council meeting will now go to the C&D committee meeting planned for 19 th September. | |
| 22/077.3 | Policies | Resolution |
| | Grievance policy Personal Electronic Device Policy Press Media Policy | |
| 22/077.4 | Co-Option | Information |
| | Have we had any residents apply? | |
| 22/077.5 | SLCC Subscription | Resolution |
| | It was a decision of this council that the payment of the subscription should be delayed. This now needs to be addressed. | |
| 22/077.6 | Grant Funding Opportunities | Information |
| | Report circulated before the meeting. | |
| 22/077.7 | Unity Trust Bank | Information |
| | Cllr Davies to sign the forms to become an authoriser on the bank. | |
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| 22/078 | REPRESENTATIVE REPORTS | |
| 22/078.1 | Nature Reserve | Resolution |
| | Report on cost of work for Ponds, do councillors want to pursue? | |
| | Oak Tree – what work is going to be done if any? | |
| 22/078.2 | Grounds Work | Resolution |
| | New mower wheels and tyres | |
| | Request from PO for work to be done | |
| 22/078.3 | Village Hall | Information |
| | Report from last village hall meeting | |
| 22/079 | PLANNING | Resolution |
| | Planning Application Reference: 22/02067/HH Date: 24/08/2022: First-floor side extension - 59 Shalford Road, Rayne, Essex Comment by 13th September | |
| 22/079.1 | Chelmsford City Council | Information |
| | Review of adopted Chelmsford Local Plan closes at 4pm on Thursday 6 th October 2022. Visit the website www.chelmsford.gov.uk/lp-exhibition | |
| 22/079.2 | Tree Preservation Order: 18A/2021/TPO | Information |
| | Tudor Cottage, 2 Shalford Road, Rayne, CM77 6BT | |
| 22/079.3 | Planning Determined | Information |
| | Removal of Condition 2 (agricultural occupancy) of permission P/BTE/1226/82/OT/B granted 23/02/1983 for: Proposed bungalow (for occupation in connection with smallholding) - Little Common Farm Long Lane Rayne Essex CM77 6SU Ref. No: 21/03098/VAR Received date: Mon 11 Oct 2021 Status: Application Permitted | |
| | Erection of cow shed - Sorrells Farm Fentons Road Rayne Essex CM77 6SL Ref. No: 21/03591/FUL Received date: Thu 09 Dec 2021 Status: Application Permitted | |
| | Single-storey rear extension - 3 The Ruskins New Road Rayne Essex CM77 6TP Ref. No: 22/01098/HH Received date: Tue 26 Apr 2022 Status: Application Permitted | |
| | Application for Certificate of Lawfulness for proposed development - Single Storey Side Extension - 42 Shalford Road Rayne Essex CM77 6BY Ref. No: 22/01107/PLD Received date: Tue 26 Apr 2022 Status: Application Permitted | |

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| | Application for a Certificate of Lawfulness of Proposed Works to a Listed Building - Change colour of building from cream to blue. - Marys Cottage 13 Shalford Road Rayne Essex CM77 6BT Ref. No: 22/01594/CLPLB Received date: Mon 13 Jun 2022 Status: Application Refused | |
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| 22/080 | FINANCE | | |
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| 22/080.1 | September Payments and Receipts | | Resolution |
| To review and approve the following items of expenditure, retrospective payments and note payments by Standing Order and any Receipts: | | | |
| Invoice No. | Amount (£) | Payable to/Received from | Payment in respect of |
| | 2,105.54 | Salaries + pension | Clerk & Groundsmen |
| | 6.07 | Clerk's expenses | Mileage |
| | 24.00 | Cllr Willis Expenses | Shredding |
| EO700JTL17 | 135.36 | Cllr Hooks Expenses | Microsoft 365 Business |
| August | 100.04 | Fuel Genie | Diesel |
| July | 72.60 | Ernest Doe | Consumables |
| 22/080.2 | Payments Made by Direct Debit/Standing Order | | |
| 36401 | 41.10 | A J Lighting | Maintenance |
| 20660 | 49.20 | CSD Network Services | IT services |
| 7528 | 15.00 | F A Jiggins | Rental of Unit |
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| 22/080.3 | Receipts | | |
| | 120.09 | Clerk | Pension refund - September |
| 22/080.4 | Retrospective Payments | | |
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| 22/054.5 | Bank Reconciliation | | Information |
| | To note bank reconciliation to end of August £23,191.37 There needs to be a bank transfer from reserves to current account for payment of pension. | | |

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| 22/055 | MEETINGS AND TRAINING | Resolution |
| | To report any meetings or training attended or to be attended. | |
| | There is councillor training available on 17 th & 29 th November at a cost of £90 for each day. There is also Advanced Council Training available on 6 th & 13 th December at a cost of £180 for both days. | |
| | Clerk would like to attend the SLCC Conference and a finance course which covers three sessions on budget setting. Both these are on-line. SLCC Conference to attend virtually prices are £125 + VAT for members and £225 for non-members 2 and 3 Nov. Finance summit - Wednesday 7 September from 9:45am - 4:15pm. Cost £45 or £90. | |

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| 22/058 | DATE OF NEXT MEETING | Information |
| | The next Parish Council Meeting will be held on Monday 3rd October 2022 . Please send items for the agenda to the Clerk by Monday 22nd September 2022 at the latest. | |
| 22/059 | CLOSURE | |