



RAYNE PARISH COUNCIL

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Minutes of the meeting of Rayne Parish Council held on **Monday 4th September 2023 at 7.30pm** at The Old School Rooms, Shalford Road, Rayne for the purpose of transacting the following business:

Members present: Cllr T Agutter
Cllr M Eldred (Chair)
Cllr H Lugger
Cllr C Murton
Cllr T Rippingale

Members of the Public: 3

MINUTE NUMBER	BUSINESS
23/079	APOLOGIES
	Apologies noted from Councillors Hooks, Nicholls, Rickwood, Stringer, Willis and Wilsdon.
23/080	DECLARATION OF INTEREST
	Cllr Agutter declared a pecuniary interest as the supplier of parish council IT services and recipient of payments.
23/081	CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 7TH AUGUST 2023
	The minutes of the meeting held on Monday 7 th August 2023 were signed as true record of the meeting. Proposed: Cllr Agutter, Seconded: Cllr Lugger. All agreed.
23/082	PUBLIC FORUM
	One member of the public was in attendance specifically for agenda item 23/090.2 and said that they would answer any questions raised by Council if required. The Chair then introduced the agent for the Land South of Gilda Terrace and North of the Flitch Way who gave a presentation on the latest position of the development.

	<p>He originally attended the meeting in January and has been working with Braintree District Council to update and finalise the scheme ready for submission to them this week.</p> <p>Councillors queried the amount of parking available, and it was confirmed that there would be a minimum of 2 parking spaces with some houses having 3. Some areas have also been allocated as business spaces.</p> <p>Councillors queried the proposed width of the roads on the development and were advised that they are currently set to County standards but will be reasonably wide. Councillors questioned whether issues with rainwater had been investigated as the site is on a slope and it was confirmed that measures have been put in place to address this.</p> <p>The Chair thanked the agent for attending and providing a thorough updated presentation.</p>
23/083	DISTRICT AND COUNTY COUNCILLORS' REPORTS
	<p>Apologies were received from County Cllr Butland.</p> <p>District Cllr Hooks sent her apologies and submitted a report which was circulated to Councillors.</p>
23/084	CHAIR'S REPORT
	The Chair, once again, thanked everyone who helped deal with issues surrounding the recent unlawful encampment. There was nothing else to report this month.
23/085	CLERK'S REPORT
	The Clerk's report was circulated before the meeting.
23/086	ADMINISTRATION
	The draft minutes of the Communication & Data committee meeting held on 23th August 2023 were noted as correct.
23/087	PLANNING
	No new planning requests have been received.
23/087.1	Planning Results
	<p>23/01564/HH – 1 Granary Holt, Rayne</p> <p>Single storey side extension.</p> <p>Application Permitted.</p>
23/088	POLICIES
	<p>The following policies were reviewed and agreed:</p> <p>Code of Conduct</p> <p>Grievance</p> <p>Personal Electronic Device</p>

	<p>Press Media</p> <p>Retention & Disposal (plus Appendix)</p> <p>Proposed: Cllr Agutter, Seconded: Cllr Rippingale. All agreed.</p>
23/089	STANSTED AIRPORT
	<p>The Stansted Airport Watch Group have submitted their response to the Draft Noise Action Plan 2024-2028. The main issues noted were the increase in air traffic and the impact of the airport staying open longer. Environmental issues were also raised due to excessive running of the plane engines.</p> <p>No other comments were raised.</p>
23/090	CORRESPONDENCE
23/090.1	Public Rights of Way
	<p>The resident who raised this issue was not in attendance at the meeting so Cllr Murton will contact them and ask them to send an email to the Clerk with the list of required changes so that the Council could review again.</p>
23/090.2	Informal Consultation - Footpath 39, Rayne, Braintree District
	<p>Private individuals have submitted an application to permanently divert Footpath 39 so that it no longer passes in front of their house but follows the farm track instead. The current footpath is sited too close to the house and raises safety issues for the family.</p> <p>Councillors were able to review a map of the proposed change and no objections were raised.</p>
23/091	REPRESENTATIVE REPORTS
	<p>Village Hall Committee – the ditches have been dug and seeded. Dropdown posts fitted near the gates leading from the car park onto the field. The overhead barriers to the car park have been painted brightly to highlight them. The new benches and boot cleaner have also been installed. Future projects include CCTV possibly including vehicle registration recognition but Cllr Murton will keep the PC updated on this project.</p> <p>There is a lot of work to be done to remove the greenery between the overflow car park and the main car park which will be too large for the groundsmen to do alone. This will also need to be looked into in more detail.</p> <p>Personnel – appraisals have been done with Groundsmen and the Clerk and no issues raised.</p> <p>Nature reserve – Cllr Willis was not in attendance but had sent a comprehensive email regarding the work to be done. There are signs of fly-tipping of garden material which the Groundsmen feel they can deal with. Also, the plaque for the Jubilee Oak is missing so will need to be replaced. The possibility of having a plan of the reserve and park was mentioned and will need to be discussed at a later date.</p>
23/0092	FINANCE
23/092.1	September Payments and Receipts

	The following items of expenditure, retrospective payments by Standing Order and any receipts were approved, subject to the amendment of the payment on the agenda to FuelGenie. Cllr Eldred and Cllr Nicholls will authorise payments and standing orders.		
	AMOUNT (£)	PAYABLE TO/RECEIVED FROM	PAYMENT IN RESPECT OF
	1,788.32	Staff	Salaries
	347.49	HMRC	Tax & NIC
9219650	175.74	FuelGenie	Petrol/Diesel
259824	120.00	Ernest Doe & Sons	Consumables
60908	92.17	Anglia Sign Casting	Remembrance Plaque - Malone
SB20230816	378.00	PKF Littlejohn	2022/2023 External Auditors Fee
	Payments Made by Direct Debit/Standing Order		
37453	41.10	A J Lighting	Maintenance
21313	119.28	CSD Network Services	IT services
7892	20.00	F A Jiggins	Rental of Unit 31A
27	26.75	All Saints Church	Hire of OSR
	6.06	Essex Pension Fund	August contribution
		Retrospective Payments	
		Receipts	
	3,762.27	HMRC	2022/2023 VAT Claim
23/092.2	Bank Reconciliation		
	Projected Balances at bank as at 29 th August 2023: Current Account £14,081.43 Instant Access Account £47,390.43		
23/092.3	S106 FUNDS		
	There is currently some funding available from when the Foundry site was built which can be used to improve Open Spaces. On the action plan submitted there were improvements included for the Village Hall car park and playing fields. Details have been passed to the Village Hall Committee and councillors can review the funding at a later date. Councillors were also encouraged to suggest future action plans needed which could include signage for the Nature Reserve, dredging of the pond. Ingrebourne Valley have offered to help with materials to maintain the car park.		
23/093	2022/2023 AGAR		
	PKF Littlejohn's audit was received and there were no matters arising from the report.		
23/094	MEETINGS & TRAINING		
	No other training		

23/095	CLOSE
	There being no further business to transact the meeting was closed at 20.39

Signed:

Dated: 2nd October 2023