



## RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey  
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Dear Councillors

You are hereby summoned to attend the meeting of Rayne Parish Council which will be held on Monday 6<sup>th</sup> November at **7.30pm** at The Old School Rooms, Shalford Road, Rayne for the purpose of transacting the following business:

Members to be present:	Cllr T Agutter	Cllr P Willis
	Cllr M Eldred (Chair)	Cllr A Hooks (Vice Chair)
	Cllr C Murton	Cllr J Rickwood
	Cllr T Rippingale	Cllr Nicholls
	Cllr M Stringer	Cllr Lugger
	Cllr S Wilsdon	

*Hazel Godfrey*

**Mrs Hazel Godfrey, Clerk**

31<sup>st</sup> October 2023

AGENDA NUMBER	BUSINESS	ACTION
<b>23/112</b>	<b>APOLOGIES</b>	INFORMATION
	<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 a meeting</i>	
<b>23/113</b>	<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>	
<b>23/114</b>	<b>CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 2<sup>ND</sup> OCTOBER 2023</b>	RESOLUTION
<b>23/115</b>	<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	INFORMATION

<b>23/116</b>	<b>DISTRICT AND COUNTY COUNCILLORS REPORTS</b>	INFORMATION
	To receive reports from Dist. Cllr Hooks and Cnty. Cllr Butland Allotted time 10 minutes	
<b>23/117</b>	<b>CHAIR'S REPORT</b>	INFORMATION
	To receive a verbal update on meetings attended	
<b>23/118</b>	<b>CLERK'S REPORT</b>	INFORMATION
	To receive an update on the clerk's activity during the month	
<b>23/119</b>	<b>PLANNING</b>	
<b>23/119.1</b>	<b>New Planning Applications</b>	RESOLUTION
	23/02539/FUL - Flitch House, 21 Warner Close, Rayne Change of use of annexe from C3 to C1 for short term holiday let accommodation	
<b>23/119.2</b>	<b>Planning Results</b>	INFORMATION
	23/02145/TPO – 17 Warner Close, Rayne CM77 6GX Notice of intend to carry out works to trees protected by Tree Preservation Order TP)-15/01 TG1 Oak – remove. Application Refused	
	22/02470/FUL – Fentons Farm, Fentons Road, Rayne CM77 6SL Conversion of barns into 1 x 4 bedroom dwelling house with single storey extension and single storey link extension. Application Refused	
	22/02442/LBC – Fentons Farm, Fentons Road, Rayne CM77 6SL Conversion of barns into 1 x 4 bedroom dwelling house, with single storey extension and single storey link extension. Application Refused	
	23/02319/TPOCON – 7A The Street, Rayne CM77 6RH Notice of intent to carry out works to trees in a Conservation Area – Yew Tree – fell tree. Objections Raised	
<b>23/120</b>	<b>ADMINISTRATION</b>	INFORMATION
<b>23/120.1</b>	To receive confirmation that the Finance minutes of the meeting on 9/10/2023 can be finalised and issued.	
<b>23/120.2</b>	To receive confirmation that the Communication & Data Management minutes of the meeting on 16/10/2023 can be finalised and issued.	
<b>23/121</b>	<b>CORRESPONDENCE</b>	
	To consider query received regarding parking on grass verges and response received from NEPP	RESOLUTION
<b>23/122</b>	<b>12 MONTH ACTION PLAN</b>	RESOLUTION
	To complete 6 month review of the 2023/2024 action plan.	

<b>23/123</b>	<b>POTENTIAL OPEN SPACE IMPROVEMENTS PLAN</b>		INFORMATION
	To review the 2023 plan (formerly known as the Open Space Action Plan) and consider any appropriate updates or additions		
<b>23/124</b>	<b>OLD SCHOOL ROOM REPRESENTATIVE</b>		RESOLUTION
	To consider and agree a change to the Council representative.		
<b>23/125</b>	<b>REPRESENTATIVE REPORTS</b>		INFORMATION
	To receive reports from Representatives & Councillors on outside bodies		
<b>23/126</b>	<b>FINANCE</b>		
<b>23/126.1</b>	<b>November Payments and Receipts</b> The following items of expenditure, retrospective payments by Standing Order and any receipts to be approved: -		
	<b>AMOUNT (£)</b>	<b>PAYABLE TO/RECEIVED FROM</b>	<b>PAYMENT IN RESPECT OF</b>
	1,788.12	Staff	Salaries
	347.69	HMRC	Tax & NIC
54355	70.05	Braintree District Council	2023 Election costs
17008	180.00	EALC	Clerk training
1464	14.10	Essex Board & Timber	Consumables
263033	84.80	Ernest Doe & Sons	Consumables
263309	4.90	Ernest Doe & Sons	Consumables
	66.58	FuelGenie	Petrol/Diesel
INV-61616	166.46	Anglia Sign Casting	Remembrance Plaques x 2
	<b>Payments Made by Direct Debit/Standing Order</b>		
37629	41.10	A J Lighting	Maintenance
21422	119.28	CSD Network Services	IT services
7955	20.00	F A Jiggins	Rental of Unit 31A
29	53.50	All Saints Church	Hire of OSR for Full Council & Precept meetings
	6.06	Essex Pension Fund	November contribution
2532	270.00	Rayne Village Hall	CIP Hire – Oct/Nov/Dec
	70.28	Lloyds Bank PLC	Credit card charges
	<b>Retrospective Payments</b>		
IN08555992	296.05	Npower	Electricity
	76.81	M Eldred	Refund of plaque payment
74	18.00	Unity Bank Trust	Bank charges to 30/9/23
	<b>Receipts</b>		
	76.81	M Eldred	Remembrance Plaque
<b>23/126.2</b>	<b>Bank Reconciliation</b>		RESOLUTION
	Projected Balances at bank 31 <sup>st</sup> October 2023: Current Account £11,929.72 Instant Access Account £70,839.06		

<b>23/127</b>	<b>REPLACEMENT TRACTOR</b>	RESOLUTION
<b>23/127.1</b>	To receive update on progress to find a replacement.	
<b>23/127.2</b>	To review Earmarked Funds with a view to increasing the amount set aside for Equipment specifically relating to the potential replacement tractor cost.	
<b>23/128</b>	<b>MEETINGS &amp; TRAINING</b>	INFORMATION
	To receive requests for training and any updates on meetings attended by Councillors.	
<b>23/129</b>	<b>CLOSE</b>	