



RAYNE PARISH COUNCIL

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Minutes of the meeting of Rayne Parish Council held on **Monday 6th November 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 J Nicholls
	Cllr M Eldred (Chair)	Cllr J Rickwood
	Cllr A Hooks	Cllr H Luggar
	Cllr M Stringer	Cllr P Willis
	Cllr C Murton	Cllr S Wilsdon
		Cllr T Rippingale

Members of the Public: 1

MINUTE NUMBER	BUSINESS
23/112	APOLOGIES
	No apologies were received.
23/113	DECLARATION OF INTEREST
	Cllr T Agutter declared a pecuniary interest as the supplier of parish council IT services and recipient of payments. Cllr A Hooks declared a non-pecuniary interest regarding agenda item 23/119 Planning as a member of Braintree District Council Planning Committee.
23/114	CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 2ND OCTOBER 2023
	The minutes of the meeting held on Monday 2 nd October 2023 were signed as true record of the meeting. Proposed: Cllr Hooks, Seconded: Cllr Stringer. All agreed.
23/115	PUBLIC FORUM
	No issues were raised.
23/116	DISTRICT AND COUNTY COUNCILLORS' REPORTS
	District Councillor Report Several queries had been raised this month: Graffiti under the Gore Road bridge – the Ranger was contacted about this and has tried to remove as much as he can.

	<p>Broken streetlight on Symmons Close – this has been reported.</p> <p>Complaint from a Village Hall hirer regarding the inaccessibility of the hall while resurfacing work was carried out – this was raised with Highways and an apology received.</p> <p>Planning training – design statements. Rayne has village design statement which will be sent out to Councillors. A digital copy will be filed for future reference.</p> <p>Uttlesford plan – Councillors were advised to review this as Rayne is on the boundary of Uttlesford.</p> <p>Attending the LGA (Local Government Association) Next Generation course which will involve 3 weekends of training.</p> <p>County Councillor Report County Councillor Butland was not in attendance.</p>
23/117	CHAIR'S REPORT
	<p>This month's Councillor surgery was called off but the Chair was able to meet up with our PSCO, Terrie Johnson, who has some ideas to help with the wellbeing of more vulnerable residents. She is keen to meet with residents and is happy to attend any coffee mornings/social groups in the village. She will be invited to speak at next year's Annual Parish Assembly.</p> <p>Police HQ visit – Rayne was due to have a Special Constable appointed but they have been unable to recruit. The Chair will prepare a report on his visit and send to Councillors.</p> <p>Neighbourhood Plan – Councillors were advised that this topic will need to be reviewed during 2024.</p>
23/118	CLERK'S REPORT
	The Clerk's report was circulated to Councillors before the meeting and no issues were raised.
23/119	PLANNING
23/119.1	New Planning Applications
	<p>23/02539/FUL - Flitch House, 21 Warner Close, Rayne Change of use of annexe from C3 to C1 for short term holiday let accommodation. No planning objection to this application.</p> <p>Proposed: Cllr Murton, Seconded: Cllr Lugger. All agreed.</p>
23/119.2	Planning Results
	<p>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</p>

	<p>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</p> <p>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</p> <p>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 The Clerk had queried this with BDC and it was confirmed that a new application has been requested to give full details of the work to be done.</p>
23/120	ADMINISTRATION
23/120.1	<p>The draft minutes of the Finance meeting held on 9th October 2023 were noted as correct. Proposed: Cllr Hooks, Seconded: Cllr Willis. All agreed.</p>
23/120.2	<p>The draft minutes of the Communication & Data meeting held on 16th October 2023 were noted as correct. Proposed: Cllr Rickwood, Seconded: Cllr Willis. All agreed.</p>
23/121	CORRESPONDENCE
	<p>A resident had complained about parking on grass verges around the village. This is an ongoing issue and will continue to be monitored.</p>
23/122	12 MONTH ACTION PLAN
	<p>The 6 month review was completed and the plan updated. The Clerk will upload this updated document to the website. Proposed: Cllr Agutter, Seconded: Cllr Rickwood. All agreed.</p>
23/123	POTENTIAL OPEN SPACE IMPROVEMENTS PLAN
	<p>This document was formerly known as the Open Space Action Plan Councillors were advised that updates or changes need to be submitted by 26th January 2024 and should be reviewed.</p>
23/124	OLD SCHOOL ROOM REPRESENTATIVE
	<p>Cllr Willis had originally agreed to take on this role but Cllr Wilsdon will now take on this role. The inaugural meeting has taken place but there is a further meeting on 16th November 2023 which is open to the public.</p>
23/125	REPRESENTATIVE REPORTS
	<p>Village Hall – they have asked if the trees by the park could be cut. Cllr Murton will check which trees they are referring to.</p>

	<p>Bingo is planned for the 18th – all are welcome Grounds – there have been issues with the tractor and the mower recently which meant they were out of action for a while but these have now been fixed. One of the groundsmen has attended, and passed, his Chainsaw course.</p> <p>Thanks were extended to the volunteers who have cleaned the war memorial this year. It was particularly dirty so it may need doing twice a year in future. It was also noted that some restoration work may be needed in the future.</p>		
23/126	FINANCE		
23/126.1	<p>November Payments and Receipts The following items of expenditure, retrospective payments by Standing Order and any receipts were approved, subject to the amendment of the amount due to Ernest Doe following receipt of all October invoices. Cllr Hooks and Cllr Eldred will authorise payments and standing orders.</p> <p>Proposed: Cllr Hooks , Seconded: Cllr Rickwood. All agreed.</p>		
	AMOUNT (£)	PAYABLE TO/RECEIVED FROM	PAYMENT IN RESPECT OF
	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
	Payments Made by Direct Debit/Standing Order		
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
	Retrospective Payments		
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
	Receipts		
	76.81	M Eldred	Remembrance Plaque
23/126.2	Bank Reconciliation		

	Projected Balances at bank as at 31 st October 2023: Current Account £11,929.72 Instant Access Account £70,839.06
23/127	REPLACEMENT TRACTOR
23/127.1	Cllr Rippingale updated full council of the present position. A second-hand tractor is going to be the best option and he will update further in due course.
23/127.2	Finance committee agreed to transfer £6,150 to the equipment earmarked funds to account in preparation of the tractor purchase. Proposed: Cllr Hooks, Seconded: Cllr Murton. All agreed
23/128	MEETINGS & TRAINING
	The following Clerk training is planned in November: 7/11/23 – Roles and Responsibilities The Budget & Precept meeting is on 13/11/23
23/129	CLOSE
	There being no further business to transact the meeting was closed at 20.46

Signed:

Dated: 4th December 2023