**RAYNE PARISH COUNCIL**

Clerk to the Council: Mrs Hazel Godfrey

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Minutes of the meeting of Rayne Parish Council held on **Monday 4th March 2024** at **7.30pm** at The Old School Rooms, Shalford Road, Rayne for the purpose of transacting the following business:

Members present: Cllr T Rippingale

Cllr M Eldred (Chair) Cllr M Stringer

Cllr A Hooks Cllr P Willis

Cllr H Lugger Cllr C Murton

Cllr J Rickwood

Members of the Public:

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| **MINUTE NUMBER** | **BUSINESS** |
| **23/204** | **APOLOGIES** |
|  | Apologies were noted from Cllrs Nicholls, Agutter and Rickwood |
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| **23/205** | **DECLARATION OF INTEREST** |
|  | Cllr A Hooks declared a non-pecuniary interest regarding agenda item 23/211 Planning as a member of Braintree District Council Planning Committee.  Cllrs Murton and Eldred declared non-pecuniary interests regarding agenda item 23/211.1 as the Long View applicants are known to them. |
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| **23/206** | **CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 5TH FEBRUARY 2024 AND 26TH FEBRUARY 2024** |
|  | The minutes of the meeting held on Tuesday 2nd January 2024 were signed as a true record of the meeting.  Proposed: Cllr Hooks, Seconded: Cllr Lugger. All agreed.  The minutes of the extraordinary meeting held on Monday 26th February were signed as a true record of the meeting.  Proposed: Cllr Lugger, Seconded: Cllr Hooks. All agreed. |
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| **23/207** | **PUBLIC FORUM** |
|  | The applicants for Long View, Dunmow Road attended the meeting to answer any questions relating to the planning application. |
|  | Don Smith was also in attendance, primarily to discuss Essex Minerals Planning and give history of gravel pit original extraction plan and protests. He also offered his help to the Council or with any future groups set up if required.  It was also noted that the planned repair works at Perkins roundabout had not been completed. Council advised that it had been removed from the One Network map and, despite raising the question as to why work was now not being completed, no response had been received.  An issue around anti-social behaviour on Flitch Way was raised involving mopeds and scooters being ridden late at night which the Clerk will raise with the Police. |
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| **23/208** | **DISTRICT AND COUNTY COUNCILLOR REPORTS** |
|  | Dist Cllr Hooks has been working on the following issues:   * Essex Minerals Planning including the Bluebell Walk between Rayne and Saling * Emails from residents relating to speeding in New Road * Streetlights not working at Symmons Close and other locations * Involvement in BDC budget setting * Completion of module 3 of the NextGeneration course   Graham Butland not in attendance. |
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| **23/209** | **CHAIR’S REPORT** |
|  | The Chair thanked everyone for their involvement in the extraordinary meeting called last week. The groundsman advertisement has now been posted with a closing date of 15th March 2024. He has had an expression of interest already.  The 2nd coffee morning went very well. The next one will be run in conjunction with Team JAWS who usually hold a coffee morning for Teenage Cancer Trust on Easter Saturday.  He attended the PFCC conference recently where the main topic was Vision Zero on road safety. He will extend an invitation to future coffee mornings so that residents can find out more.  He also spoke to the Head of Rayne School regarding the Annual Parish Assembly. |
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| **23/210** | **CLERK’S REPORT** |
|  | The Clerk’s report was circulated to Councillors before the meeting and no issues were raised. |
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| **23/211** | **PLANNING** |
| **23/211.1** | **New Planning Applications** |
|  | 24/00159/FUL – Fentons Farm, Fentons Road, Rayne  Conversion of barns into 1 No. dwelling house with single-storey extension and single-storey link extension.  No planning objection to this application  Proposed: Cllr Willis, Seconded: Cllr Stringer. All agreed. |
|  | 24/00370/FUL – Long View, Dunmow Road, Rayne  Replacement dwelling  No planning objection to this application.  Proposed: Cllr Willis, Seconded: Cllr Wilsdon. All agreed. |
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| **23/211.2** | **Planning Results** |
|  | 24/00215/TEL – T Mobile Site 90487, Dunmow Road, Rayne  Original notification 23/02186/TEL new notification incorporating revised plans  Case Closed |
|  | 23/03078/PLD – 12 Kidder Road, Rayne  Application for Certificate of Lawfulness for proposed use to run business from home.  Application granted |
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| **23/212** | **ADMINISTRATION** |
|  | The following policies were reviewed and agreed:  Standing Orders – no changes required  Risk Register – insurance details updated  Proposed: Cllr Willis, Seconded: Cllr Lugger. All agreed. |
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| **23/213** | **ANNUAL PARISH ASSEMBLY** |
|  | PCSO Terrie Johnson will be in attendance and will speak publicly. The ambulance service had not yet responded to the invitation to speak. Ingrebourne Valley and Friends of Flitch Way have also been approached to exhibit at the meeting. |
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| **23/214** | **CORRESPONDENCE** |
| **23/214.1** | Speeding in New Road. Both Speedwatch and the Police have previously monitored the area. It was generally viewed that speed calming measures such as speed humps would not be effective. Any further incentives would need Essex Highways involvement so the Clerk will contact County Councillor Butland to see what can be done. The clerk will also contact the Community Police as their speed checks should be taking place on a regular basis. |
| **23/214.2** | Upgrade of CIP broadband to fibre optic. Clerk to contact VH as it may not need to be a separate arrangement. |
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| **23/215** | **ESSEX MINERALS LOCAL PLAN REVIEW** |
|  | Cllr Hooks has been working on Rayne PC response for A90 and A96 as comments needed to be submitted to BDC this week. BDC’s current planning stance is neutral for Rayne so she will be speaking at the meeting this week too. It has also been established that Shalford Road is a protected lane on the BDC plan and there is a gas main running through part of the proposed site.  The awareness walk lead by Simon Tibbetts starting from the Village Hall is on Saturday. Parking for people taking part will be restricted at the Village Hall so the Clerk will ask at The Swan PH to see if their carpark can be used. |
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| **23/216** | **REPLACEMENT STREETLIGHTS** |
|  | A report was submitted setting out the quotations received to fit the LED lights and it was decided to appoint A & J Lighting to complete the work.  Proposed: Cllr Hooks, Seconded: Cllr Stringer. All agreed. |
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| **23/217** | **REPLACEMENT TRACTOR** |
|  | This is still ongoing. Finance company to be chased for documentation to progress the matter further. Cllr Willis will look into this further but is not aware of any issues holding up matters. |
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| **23/218** | **REPRESENTATIVE REPORTS** |
|  | Grounds – the old trailer has been repaired and now has a new lease of life. The layout in the Unit at Goulds farm has been redesigned giving more floor space. Cllr Rippingale is currently emptying the bins and will continue to do so until further notice.  Old School Rooms – the car park planning is ongoing. Kitchen units are going in and the ceiling is being replaced. The quiz night was successful and raised just over £500. There will be an event held in the summer at the Village Hall – details to follow. Things are definitely moving in the right direction.  Village Hall – no recent updates. The AGM will be held on 10th April.  Nature Reserve – no recent updates although it was good to see that the ponds were looking clear. |
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| **23/219** | **FINANCE** |
| **23/219.1** | **March Payments and Receipts** |

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|  | The following items of expenditure, retrospective payments by Standing Order and any receipts were approved.  Cllr Eldred and Cllr Rickwood will authorise payments and standing orders.    Proposed: Cllr Ann Hooks, Seconded: Cllr Stringer. All agreed. | | |
|  | **AMOUNT**  **(£)** | **PAYABLE TO/RECEIVED FROM** | **PAYMENT IN RESPECT OF** |
|  | 1500.38 | Staff | Salaries |
|  | 1500.38 | Staff | Salaries |
|  | 377.46 | HMRC | Tax & NIC |
| QL204908-1 | 450.00 | SLCC | CiLCA qualification fee |
|  | 70.83 | FuelGenie | Petrol/Diesel |
| INV-62614 | 92.17 | Anglia Sign Casting | Remembrance Plaque - Miller |
| INV62652 | 92.17 | Anglia Sign Casting | Remembrance Plaque - Bird |
| 270615 | 1476.73 | Ernest Doe & Sons | Mower Service & Parts |
| 270886 | 65.50 | Ernest Doe & Sons | Consumables |
| 271083 | -65.50 | Ernest Doe & Sons | Credit note for invoice 270886 |
| 270887 | 68.74 | Ernest Doe & Sons | Consumables |
| 271195 | 43.60 | Ernest Doe & Sons | Consumables |
| 271379 | 56.00 | Ernest Doe & Sons | Consumables |
|  | 228.00 | All Saints Church | Memorial fees - Miller |
|  | **Payments Made by Direct Debit/Standing Order** | | |
| 38002 | 41.10 | A J Lighting | Maintenance |
| 21596 | 119.28 | CSD Network Services | IT services |
| 8084 | 20.00 | F A Jiggins | Rental of Unit 31A |
| 21 | 28.50 | All Saints Church | Hire of OSR for Full Council – March |
|  | 6.06 | Essex Pension Fund | March Contribution |
| Statement 19/2/24 | 80.02 | Lloyds Bank | Feb credit card payment |
|  | **Retrospective Payments** | | |
| Statement 18/12/23 | 3.00 | Lloyds Bank | Credit card - Dec |
| Statement 17/1/24 | 137.18 | Lloyds Bank | Credit card - Jan |
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|  | **Receipts** | | |
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| **23/219.2** | **Bank Reconciliation** | | |
|  | Projected Balances at bank as at 26th February 2024:  Current Account £10,077.61  Instant Access Account £51,222.98 | | |
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| **23/220** | **MEETINGS & TRAINING** | | |
|  | Finance meeting to be moved to 11th March  Clerk training coming up in March – Annual meetings and Audit  Next full council meeting Tuesday 2nd April 2024 | | |

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| **23/221** | **CLOSE** |
|  | There being no further business to transact the meeting was closed at 20.42 |

Signed: … … … … … … … … … …

Dated: