



RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey
Community Information Point, Gore Road,
Rayne, Braintree, Essex CM77 6TX
Tel: 01376 552489

E: rpc@rayne-essex.gov.uk

W: www.rayne-essex.gov.uk

Dear Councillors

You are hereby summoned to attend the meeting of Rayne Parish Council which will be held on **Tuesday 2nd April 2024 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 H Lugger
		Cllr S Wilsdon

Hazel Godfrey

Mrs Hazel Godfrey, Clerk

23rd March 2024

AGENDA NUMBER	BUSINESS	ACTION
24/001	APOLOGIES	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>	
24/002	DECLARATIONS OF INTEREST	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>	
24/003	CONSIDERATION OF THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 4TH MARCH 2024	RESOLUTION
24/004	PUBLIC FORUM	
	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

24/005	DISTRICT AND COUNTY COUNCILLORS REPORTS	INFORMATION
	To receive reports from Dist. Cllr Hooks and Cnty. Cllr Butland Allotted time 10 minutes	
24/006	CHAIR'S REPORT	INFORMATION
	To receive a verbal update on meetings attended	
24/007	CLERK'S REPORT	INFORMATION
	To receive an update on the clerk's activity during the month	
24/008	PLANNING	
24/008.1	New Planning Applications	RESOLUTION
	No new planning requests received	
24/008.2	Planning Results	INFORMATION
	24/00091/FUL Creation of car parking area. Old School Rooms Shalford Road Rayne Essex CM77 6BT Application withdrawn	
	24/00125/FUL Erection of 3 No. dwellings with associated access. Longfield Station Road Rayne Essex CM77 6RX Application Refused	
	23/02744/TPO Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - Reference: 23/2012/TPO - T4 Yew T4 Yew - Crown reduction by 3 meters 7A The Street Rayne Essex CM77 6RH Application Granted	
24/008.3	Appeals	
	23/02722/OUT – Land South of Springfields, Braintree Outline application with all matters reserved except access, for the erection of 74 affordable residential dwellings.	
24/009	ADMINISTRATION	RESOLUTION
24/009.1	To review and agree the following policies: Standing Orders Risk Register Grant Funding Data Breach and Information Security Incident SAR policy Vexatious Complaints	

24/009.2	The draft minutes of the Finance meeting held on 11 th March 2024 were noted as correct.		
24/010	CORRESPONDENCE		
	To receive notification of change of operation times from Ingrebourne Valley		INFORMATION
24/011	12 MONTH ACTION PLAN		RESOLUTION
	To review the 2023 plan and review and approve the 2024 plan		
24/012	5 YEAR BUSINESS PLAN		RESOLUTION
	To review and approve the 2024-2029 draft		
24/013	FIXED ASSET REVIEW		RESOLUTION
	To review and approve the 2024 register		
24/014	REPRESENTATIVE REPORTS		INFORMATION
	To receive reports from Representatives & Councillors on outside bodies		
24/015	ESSEX MINERALS LOCAL PLAN REVIEW		RESOLUTION
	To receive an update on the council draft response following extension of the consultation closing date to 9 th April 2024		
24/016	FINANCE		
24/016.1	April Payments and Receipts The following items of expenditure, retrospective payments by Standing Order and any receipts to be approved: -		
	AMOUNT (£)	PAYABLE TO/RECEIVED FROM	PAYMENT IN RESPECT OF
	1353.79	Staff	Salaries
	377.26	HMRC	Tax & NIC
17342	228.00	EALC	Clerk Training
	47.65	FuelGenie	Petrol/Diesel
271996	225.71	Ernest Doe & Sons	Mower Service & Parts
272174	89.96	Ernest Doe & Sons	Consumables
272291	29.99	Ernest Doe & Sons	Consumables
272572	62.99	Ernest Doe & Sons	Consumables
272640	40.00	Ernest Doe & Sons	Consumables
	78.97	Cllr J Rickwood	Coffee Morning expenses
	Payments Made by Direct Debit/Standing Order		
38095	41.10	A J Lighting	Maintenance
21646	119.28	CSD Network Services	IT services
8115	20.00	F A Jiggins	Rental of Unit 31A
	28.50	All Saints Church	Hire of OSR for Full Council – April

	6.06	Essex Pension Fund	April contribution
Statement date 18/3/24	3.00	Lloyds Bank	Credit card monthly fee
Statement 82	18.00	Unity Bank	Bank Charges
Retrospective Payments			
Receipts			
24/016.2	Bank Reconciliation		RESOLUTION
	Projected Balances at bank as at 22 nd March 2024: Current Account £5,326.57 Instant Access Account £51,222.98		
24/017	REPLACEMENT TRACTOR		
	To receive update of position of the new purchase		INFORMATION
24/018	MEETINGS & TRAINING		INFORMATION
	To receive requests for training and any updates on meetings attended by Councillors.		
24/019	PRIVATE SESSION		
	<i>To agree the exclusion of the public and press for the consideration of the following item by reason of the confidential nature of the item of business to be transacted in accordance with Section 1(2) of the Public Bodies (Admissions to Meetings) Act:</i>		RESOLUTION
24/019.1	Groundsman Salary		
	To consider and agree the increase in salary for the groundsman with effect from 1 st April 2024		RESOLUTION
24/019.2	Groundsman Vacancy		
	To receive update on interviewees and agree next steps		RESOLUTION
24/020	CLOSE		