



RAYNE PARISH COUNCIL

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

You are hereby summoned to attend a meeting of Rayne Parish Council which will be held on **Tuesday 7th May 2024 at 7.30pm** at The Community Information Point, Gore Road, Rayne for the purpose of transacting the following business:

Members to be present: Cllr T Agutter
Cllr M Eldred (Chair)
Cllr A Hooks (Vice Chair)
Cllr H Luggar
Cllr C Murton
Cllr J Nicholls

Cllr J Rickwood
Cllr T Rippingale
Cllr M Stringer
Cllr P Willis
Cllr S Wilsdon

Hazel Godfrey

Mrs Hazel Godfrey, Clerk

30th April 2024

MINUTE NUMBER	BUSINESS	ACTION
24/027	ELECTION OF CHAIR	
	To elect the Chair for the forthcoming year and to receive a signed Declaration of Acceptance of Office	RESOLUTION
24/028	ELECTION OF VICE-CHAIR	
	To elect the Vice-Chair for the forthcoming year	RESOLUTION
24/029	APOLOGIES	RESOLUTION
	<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 the meeting.</i>	
24/030	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>	

24/031	CONSIDERATION OF THE MINUTES OF THE MEETINGS HELD ON 2ND APRIL 2024 AND 15TH APRIL 2024	RESOLUTION
24/032	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	
24/033	DISTRICT AND COUNTY COUNCILLOR REPORTS	INFORMATION
	To receive reports from Dist Cllr A Hooks and Cnty Cllr G Butland. Alloted time 10 minutes	
24/034	CHAIR'S REPORT	INFORMATION
	To receive a verbal update on meetings attended.	
24/035	CLERK'S REPORT	INFORMATION
	To receive a verbal update on the Clerk's activity during the month.	
24/036	ADMINISTRATION	
24/036.1	Election to Committees/Working Groups and other bodies	RESOLUTION
	To agree Councillor representation – see separate sheet	
24/036.2	Committee meeting dates	RESOLUTION
	To agree set dates for future meetings – see separate sheet	
24/036.3	Insurance	RESOLUTION
	To review and agree renewal of EL/PL and Motor Insurances	
24/037	PLANNING	
24/037.1	New Planning Applications	
	No new planning applications received	
24/037.2	Planning Results	INFORMATION
	23/01009/DAC - 7 The Street Rayne Essex CM77 6RH Application for approval of details as reserved by conditions 2 & 3 of approved application 21/00836/LBC Part Granted, Part Refused	
	24/00370/FUL - Long View Dunmow Road Rayne Essex CM77 6RZ Replacement dwelling Application Granted	
24/038	CORRESPONDENCE	

24/038.1	Stansted Airport	INFORMATION	
	To note the consultation regarding the increase in night flights is open. Closing date is 22 nd May 2024		
24/038.2	BDC Local Plan Review	INFORMATION	
	To note BDC Call for Sites consultation is now open. Closing date is 24 th May 2024		
24/038.3	Essex Minerals Local Plan Review	INFORMATION	
	To receive update from Ingrebourne Valley regarding the Rayne sites		
24/038.4	Makemores Garages	RESOLUTION	
	To receive details of email relating to the adjoining wall between garages at Makemores.		
24/039	NATURE RESERVE	INFORMATION	
	To receive report following meeting with resident regarding remedial work required.		
24/040	REPRESENTATIVE REPORTS	INFORMATION	
	To receive reports from Representatives & Councillors on outside bodies.		
24/041	FINANCE		
24/041.1	May Payments & 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
	1,885.77	Staff	Salaries
	347.69	HMRC	Tax & NIC
TPJ/P1660	63.40	TP Jones & Co	Payroll Prep Jan - Mar
17452	581.79	EALC	EALC/NALC Affiliation fee
INV-63293	92.17	Anglia Sign Casting	Remembrance Plaques
273332	37.26	Ernest Doe	Consumables
273431	10.00	Ernest Doe	Consumables
274282	45.97	Ernest Doe	Consumables
IG885515	58.76	Huws Gray	Consumables
532555237	841.51	Zurich	EL/PL Insurance rnl
	230.00	Mrs J Stobart	Internal Auditor Fee
7236631	163.20	Braintree District Council	RPC Booklets – printing
2610	1050.00	Rayne Village Hall	Grant for CIP toilet opening
2609	81.00	Rayne Village Hall	Grant for Defibrillator maintenance
RVH-2024-100	42.00	Rayne Village Hall	Room hire – Coffee Morning
OSR028	1,200.00	All Saints Church	Grant for Focus magazine

IN10120438	509.48	N Power	Electricity
	59.70	RCCE	Membership renewal
	113.32	Fuel Genie	Petrol/Diesel
Payments Made by Direct Debit/Standing Order			
38168	41.10	A J Lighting	Maintenance
21691	119.28	CSD Network Services	IT services
8145	30.00	F A Jiggins	Rental of Unit 31A
OSR034	28.50	All Saints Church	Hire of OSR
	6.06	Essex Pension Fund	May contribution
2630	270.00	Rayne Village Hall	CIP hire – Apr, May, Jun
	12.45	Lloyds Bank	Credit Card
	8,857.20	CNH	Tractor deposit, set up fee and April instalment.
Retrospective Payments			
Receipts			
	29,410.00	Braintree District Council	First Precept instalment

24/041.2	Bank Reconciliation	RESOLUTION
	Projected Balances at bank as at 30 th April 2024: £36,019.11 Current Account £38,588.24 Instant Access Account	
24/042	AGAR	RESOLUTION
24/042.1	To review and confirm the final Year End figures and Annual Governance and Accountability Return for 2023/2024 and note the Internal Auditors Report	
23/042.2	To agree and sign Section 1 – Annual Governance Statement 2023/24	RESOLUTION
23/042.3	To agree and sign Section 2 – Accounting Statements for 2023/24	RESOLUTION
23/042.4	To receive and approve the notice period for the exercise of public rights	RESOLUTION
24/043	MEETINGS AND TRAINING	
	To receive requests for training and any updates on meetings attended by Councillors	
24/044	DATE OF NEXT MEETING	

24/044	CLOSE	
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