



RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey
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Dear Councillors

Minutes of the meeting of Rayne Parish Council held on **Monday 5th August 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 M Eldred (Chair)
Cllr A Hooks (Vice Chair)
Cllr C Murton
Cllr J Nicholls

Cllr J Rickwood
Cllr T Rippingale

Members of the public: 5

| MINUTE NUMBER | BUSINESS |
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| 24/079 | APOLOGIES |
| | Apologies were noted from Cllrs Lugger and Wilsdon. |
| 24/080 | DECLARATIONS OF INTEREST |
| | Cllr Agutter declared a pecuniary interest as the supplier of Parish Council IT services and recipient of payments. Cllr Hooks declared a non-pecuniary interest regarding agenda item 24/088 Planning as a member of Braintree District Council Planning Committee. Cllr Murton declared a non-pecuniary interest regarding agenda items 24/088.1 due to being known to the applicant of 11 Hance Lane. |
| 24/081 | CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON MONDAY 1ST JULY 2024 |
| | The Minutes of the meeting held on Monday 1 st July 2024 were agreed by all Councillors and signed by the Chair as a true record of the meeting. |
| 24/082 | PUBLIC FORUM |
| | A resident from Capel Road was in attendance and raised the issue that HGVs are turning into Capel Road from Shalford Road and are then having problems reversing out once they realise they cannot access the main B1256 from there. The request was for signage to advise drivers that there is no access. Following a discussion on this topic it was agreed that a request would be sent to Highways to get the situation assessed. It was also suggested that signage would be needed at the Brunwin Road entrance too. The clerk will take this forward in the first instance and report back. |

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| | There was also a display of the call for sites map which residents were invited to come and view before the meeting. |
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| 24/083 | DISTRICT AND COUNTY COUNCILLOR REPORTS |
| | <p>District Cllr Hooks</p> <ul style="list-style-type: none"> Spent time with the Speedwatch volunteers and 12 vehicles were noted going over the 30mph limit in an hour. Approached by a resident re foliage on the pavement on Rayne Road. ECC will contact landowners to get this remedied. It was noted that the PC could also contact the landowner on this matter. BDC Local plan – the current plan is in place until 2033 and is reviewed every 5 years to keep it current. This is being refreshed at the moment and the deadline for PC comments is To Keep current reviewed every 5 years and the PC needs to send comments in by 16th August 2024 so timelines are tight. There will be a further Public Consultation later this year – likely to be around October. Call for sites – further meetings on this will be in September and Cllr Hooks will be attending these. Again, the PC needs to send comments on the sites in Rayne by 16th August 2024. <p>County Cllr Butland was not in attendance.</p> |
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| 24/084 | CHAIR'S REPORT |
| | <p>Issues considered over the last month were:</p> <ul style="list-style-type: none"> Personnel issues. The November coffee morning will be the Christmas one. Assess future coffee mornings at the end of this year. |
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| 24/085 | CLERK'S REPORT |
| | <p>The Clerk's report was circulated prior to the meeting and no issues were raised. The issue of changing our street light electricity supplier was discussed and Cllr Agutter offered help with MPAN issue.</p> |
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| 24/086 | COUNCILLOR CO-OPTION |
| | <p>We were very fortunate that 1 person came forward and sent in an application form. Following a brief presentation of her reasons for applying to join the council, it was unanimously agreed that Julia Richards should be co-opted. She signed the Acceptance of Office declaration and was invited to join the meeting.</p> |
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| 24/087 | ADMINISTRATION |
| 24/087.1 | The minutes of the Finance meeting held on 22 nd July 2024 were agreed by Council and can be issued. |
| 24/087.2 | <p>The following meeting dates for the remainder of the Civic Year were agreed by Council:</p> <p>6th January 2025, 3rd February 2025, 3rd March 2025</p> <p>The Annual Parish Assembly was set for 30th April 2025</p> |
| 24/087.3 | Cllr A Hooks was elected as Chair of the Finance committee. |
| 24/087.4 | Cllr J Richards was elected as RFO Auditor |

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| 24/087.5 | Cllrs Richards and Nicholls agreed to join the Finance Committee. |
| 24/087.6 | It was noted that there is currently at least one vacancy on the Planning Committee so councillors were advised to contact the Clerk to register their interest. |
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| 24/088 | PLANNING |
| 24/088.1 | New Planning Applications |
| | <p>24/01428/VAR - Land North West Of, School Road, Rayne</p> <p>Application for variation of condition 2 of planning permission 23/01055/FUL for the erection of 1 x 4 bedroom, one and a half storey self-build/custom build eco dwelling with associated parking. Variation would allow:- Reduction in the footprint of the dwelling.</p> <p>(This is a reissue of planning application 24/01325/VAR – incorrect certificate issued on this application)</p> <p><i>No planning objection to the application was agreed by Council.</i></p> |
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| | <p>24/01436/TPO - 11 Hance Lane, Rayne, Essex</p> <p>Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 15/01 - G1; Species: 1No Lime Tree - Felled 3No. Lime Trees - 50% pollard - around 7m</p> <p><i>This is with the tree wardens to comment. Comments need to be added to the planning portal by 7th August.</i></p> |
| | <p>24/01371/TPO Fir Tree Lodge School Road Rayne Essex</p> <p>Notice of intent to carry out works to tree protected by Tree Preservation Order - 25/2000. Large walnut - Removal of dominant stem/hazard beam.</p> <p><i>The tree warden advised to refuse this application pending confirmation of the exact work to be carried out. The BDC tree inspector advised that the applicant had been contacted to re-submit the application with specific confirmation of the stem/hazard beam to be removed.</i></p> |
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| 24/088.2 | Planning Results |
| | <p>24/01325/VAR - Land North West Of School Road Rayne</p> <p>Variation of Condition 2 of (Approved plans) of approved application 23/01055/FUL granted 09.05.2024 (Allowed on appeal) for Erection of 1 x 4 bedroom, one and a half storey self-build/custom build eco dwelling with associated parking.</p> <p>Variation would allow:- Reduction in the footprint of the dwelling</p> <p><i>Application withdrawn</i></p> |
| | <p>24/01037/HH - Rosyth 35 New Road Rayne Essex CM77 6TG</p> <p>Single storey rear and side extension</p> <p><i>Application Permitted</i></p> |
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| 24/089 | BDC LOCAL PLAN |
| | <p>This matter was discussed at great length and Cllr Hooks will draft a response and circulate for comment. Any comments to be included should be sent to Cllr Hooks in the next few days as council response needs to be submitted by 16th August 2024.</p> |
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| 24/090 | CALL FOR SITES REVIEW |

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| | The plan was circulated to councillors prior to the meeting and they were advised to provide any comments as quickly as possible as the closing date is 16 th August 2024. | | |
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| 24/091 | CORRESPONDENCE | | |
| | An email had been received expressing concern over parking by the village green. After a lengthy discussion it was agreed that no action can be taken at present to restrict parking in the area. | | |
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| 24/092 | FINANCE | | |
| 24/092.1 | August Payments & Receipts | | |
| | The following items of expenditure, retrospective payments by Standing Order and any receipts were approved and agreed by Council. It was noted that the amount due in respect of the Old School Rooms room hire is increased due to opening the hall earlier than usual to allow the public in. | | |
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| | AMOUNT (£) | PAYABLE TO/RECEIVED FROM | PAYMENT IN RESPECT OF |
| | 2000.68 | Staff | Salaries |
| | 539.80 | HMRC | Tax & NIC |
| 38224 | 1952.40 | A J Lighting | Installation of LED streetlights |
| 279803 | 53.37 | Ernest Doe | Consumables |
| 280709 | 107.78 | Ernest Doe | Consumables |
| 281409 | 14.99 | Ernest Doe | Consumables |
| 281575 | 9.98 | Ernest Doe | Consumables |
| | 138.78 | Fuel Genie | Petrol/Diesel |
| RVH-2024-128 | 42.00 | Rayne Village Hall | Coffee morning Hall Rental |
| | 167.81 | Linda Taylor | Summer Planting |
| IN10966175 | 404.82 | Npower | Street Lighting |
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| | Payments Made by Direct Debit/Standing Order | | |
| 38389 | 41.10 | A J Lighting | Maintenance |
| 21826 | 119.28 | CSD Network Services | IT services |
| 8222 | 30.00 | F A Jiggins | Rental of Unit 31A |
| | 45.60 | All Saints Church | Hire of OSR |
| | 6.06 | Essex Pension Fund | August contribution |
| | 6.00 | Lloyds Bank | June & July Credit Card |
| 2684 | 270.00 | Rayne Village Hall | CIP Hire – July - Sept |
| | 505.05 | CNH | Tractor loan - monthly repayment |
| | | Retrospective Payments | |
| | | None | |
| Receipts | | | |

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| 24/092.2 | Bank Reconciliation |
| | Projected Balances at bank as at 29 th July 2024: £ 12,371.89 Current Account £ 44,585.53 Instant Access Account |
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| 24/093 | REPRESENTATIVE REPORTS |
| | Village Hall – the new front door has been installed. The fencing around the play area has also been replaced. It was requested that the bins on the field by the shelter should be a larger capacity or increased bins should be put in place. It was suggested that the bins by the CIP which are not used a lot could be moved. C&D – coffee mornings are going well and have been well received. The August one is a charity one and Cllr Rickwood will speak to the WI about it. It was noted that a lot of people are unaware of the coffee mornings so increased advertising is needed. It was suggested that details should be shown under Regular events on the back page of the Rayne in Focus magazine. The Clerk will take this forward. Grounds – the new groundsman has met all required targets to date. Appraisals will take place during August and will be undertaken by Cllrs Rippingale and Murton. It was noted that Mark will be off work for a short period of time at the end of August. |
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| 24/094 | MEETINGS, TRAINING AND FUTURE EVENTS |
| | The clerk will review training needs for the new councillor. |
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| 24/095 | DATE OF NEXT MEETING 2 nd September 2024 |
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| 24/096 | CLOSE The meeting closed at 20.51 |

Signed.....

Dated: 2nd September 2024