



RAYNE PARISH COUNCIL

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Dear Councillors

Minutes of the meeting of Rayne Parish Council held on **Monday 2nd September 2024 at 7.30pm** at The Old School Rooms, Shalford Road, Rayne for the purpose of transacting the following business:

Members present: Cllr M Eldred (Chair) Cllr J Nicholls
Cllr A Hooks (Vice Chair) Cllr J Richards
Cllr H Lugger Cllr J Rickwood
Cllr C Murton Cllr T Rippingale

Members of the public: 3

MINUTE NUMBER	BUSINESS
24/097	APOLOGIES
	Apologies were noted from Cllrs Agutter and Wilsdon.
24/098	DECLARATIONS OF INTEREST
	Cllr Hooks declared a non-pecuniary interest regarding agenda item 24/105 Planning as a member of Braintree District Council Planning Committee. Cllr Rippingale declared a non-pecuniary interest regarding agenda item 24/107 as responsible for groundsmen and grounds maintenance.
24/099	CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON MONDAY 5TH AUGUST 2024
	The Minutes of the meeting held on Monday 5 th August 2024 were agreed by all Councillors and signed by the Chair as a true record of the meeting.
24/100	PUBLIC FORUM
	One resident mentioned that they had been cutting and clearing undergrowth and soil at the layby at Perkins garage. The Chair thanked him for the work he's done and confirmed that the matter of maintenance there had been reported. It was also noted that there has been an increase of large lorries coming through the village recently. Any vehicles coming through to get to the quarry will be reported to Ingrebourne provided we can give them the relevant registration numbers. The weight restriction sign at the village boundary has been damaged so will need to be reported to Highways – the clerk will arrange for this to be done.

24/101	DISTRICT AND COUNTY COUNCILLOR REPORTS
	<p>District Councillor Hooks:</p> <ul style="list-style-type: none"> • The Local plan update timescales have been extended. Rayne comments have been uploaded to the website. • Verge from Rayne to Braintree – this is in an atrocious condition and she has been corresponding with Cllr Cunningham on the subject. He has confirmed that some funding has been allocated to get the work done and regular maintenance hopefully. • School transport issue – supported parents alongside James Cleverley and spoken on the radio against the proposed change in payment facility. Thankfully the bus company have now confirmed that the monthly payment plan will be reinstated. There are still some other outstanding issues to be resolved which she will continue to monitor. • New Road/Fairy Hall Lane junction – concern has been raised about parking in this area and will be put on the agenda for October's meeting to discuss further. • Issues received regarding school pickup and drop off times – this affects Dunmow, Notley and Honeywood and is ongoing.
24/102	CHAIR'S REPORT
	<p>Issues over the last month were:</p> <p>Supporting neighbour/ex cllr with family bereavement</p> <p>Various range of meetings at EALC</p> <p>Confirmed Julia will be supporting clerk with Financial issues</p>
24/103	CLERK'S REPORT
	The Clerk's report was circulated prior to the meeting and no issues were raised.
24/104	COUNCILLOR CO-OPTION
	One application was received for the latest vacancy and it was unanimously agreed that Sudha Gray should be co-opted. She signed her Acceptance of Office declaration and was invited to join the meeting.
24/105	PLANNING
24/105.1	New Planning Applications
	No new planning applications have been received this month.
24/105.2	Planning Results
	<p>24/01428/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</p> <p>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 granted</i></p>
24/106	STATEMENT OF COMMUNITY INVOLVEMENT

	The Chair encouraged all to review the details on the BDC website and sign up for future updates.		
24/106	POLICIES		
	<p>The following policies were reviewed:</p> <p>Code of Conduct – it was agreed to renew the current version. A newer version has now been adopted by BDC but we are waiting training before adopting it formally.</p> <p>Personal Electronic Device – Cllr Nichols will review this in more detail and it was agreed that this will need to be re-signed by everyone at the next meeting.</p> <p>Press Media – renewal of this policy was agreed.</p> <p>Retention & Disposal plus Appendix – Cllr Nichols will review this in more detail and report next month.</p>		
24/107	TRACTOR CAB PROTECTION		
	Cllr Rippingale gave recap of previous issues. Looked at companies/solutions to provide protection protect groundsmen while using the tractor. One company provided the materials needed and it was agreed to take this forward. It was also agreed that he will check with them when the products can be delivered so payment should not be made until he has a confirmed delivery date.		
24/108	FINANCE		
24/108.1	September Payments & Receipts		
	<p>The following items of expenditure, retrospective payments by Standing Order and any receipts were approved and agreed by Council subject to an amendment to the amount due to FuelGenie following receipt of their invoice on 1st September 2024. The payment to Applied Protection Guards will be delayed – see minute item 24/107.</p>		
	AMOUNT (£)	PAYABLE TO/RECEIVED FROM	PAYMENT IN RESPECT OF
	1910.87	Staff	Salaries
	516.66	HMRC	Tax & NIC
282183	10.00	Ernest Doe	Consumables
282184	94.25	Ernest Doe	Consumables
283043	40.80	Ernest Doe	Consumables
283219	46.99	Ernest Doe	Consumables
	158.77	Fuel Genie	Petrol/Diesel
RVH-2024-160	42.00	Rayne Village Hall	Coffee morning Hall Rental
	75.00	C Addington	Repair and repaint bench
MEM250079-1	183.00	SLCC	Annual Membership
	Payments Made by Direct Debit/Standing Order		
38460	41.10	A J Lighting	Maintenance
21870	119.28	CSD Network Services	IT services

8253	30.00	F A Jiggins	Rental of Unit 31A
	28.50	All Saints Church	Hire of OSR
	6.06	Essex Pension Fund	August contribution
	27.42	Lloyds Bank	August Credit card statement
	505.05	CNH	Tractor loan - monthly repayment
		Retrospective Payments	
		None	
Receipts			
	69.00	Cash	Coffee morning donations

24/108.2	Bank Reconciliation
	Projected Balances at bank as at 28 th August 2024: £ 12,258.39 Current Account £ 38,585.53 Instant Access Account
24/109	2023/2024 AGAR
	PKF Littlejohn's audit was received and there were no matters arising from the report. Details are posted on the website and the noticeboard.
24/110	REPRESENTATIVE REPORTS
	<p>Grounds:-</p> <p>One groundsman has an operation next month so will need time off to prepare for this.</p> <p>An update on the Station Road hedgecutting was requested. The clerk will speak to the landowner to get timescales for completion.</p> <p>An initial discussion has been had regarding work at the churchyard and a meeting has been requested with the PCC. Proposed dates are awaited. This meeting will also cover the future of the printed Focus magazine although it was noted that a survey has been sent out to residents to get their views on future publication.</p> <p>Pods Lane verges – it was asked if these could be included in the groundmens schedule and it was confirmed that they are on there already.</p> <p>Village Hall:</p> <p>Further new fencing needs to be fitted now the summer holidays have finished.</p> <p>Car park – Chair has emailed Ingrebourne further about help with car park maintenance.</p> <p>Saturday coffee morning – the latest one went very well and £341 was raised for Little Lifts charity. It was confirmed that the November one will be the Christmas coffee morning.</p> <p>Nature Reserve – accessibility issue is being discussed. The next stage will be to get a feasibility study. Need to find and approach accessibility minded builders to do the work and give idea of costings and ask schools like Edith Borthwick for input.</p> <p>CLlr Murton has a contact who may be able to help so she will approach them.</p> <p>Writtle College will also be approached to see if they can help with the plans.</p>
24/111	MEETINGS, TRAINING AND FUTURE EVENTS
	3 rd October – Finance

	New Councillor training – the clerk will find out the dates for future sessions and advise the new councillors accordingly.
24/112	DATE OF NEXT MEETING 7 th October 2024 to be chaired by Cllr Hooks
24/113	CLOSE The meeting closed at 20.24

Signed.....

Dated: 7th October 2024