



RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey
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Dear Councillors

You are hereby summoned to attend a meeting of Rayne Parish Council which will be held on **Monday 4th November 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 J Nicholls
	Cllr M Eldred (Chair)	Cllr J Rickwood
	Cllr S Gray	Cllr T Rippingale
	Cllr A Hooks (Vice Chair)	Cllr H Lugger
	Cllr C Murton	Cllr J Richards

Hazel Godfrey

Mrs Hazel Godfrey, Clerk
29th October 2024

AGENDA NUMBER	BUSINESS	ACTION
24/130	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>	
24/131	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>	
24/132	CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON MONDAY 7TH OCTOBER 2024	RESOLUTION
24/133	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	

24/134	DISTRICT AND COUNTY COUNCILLOR REPORTS	INFORMATION
	To receive reports from Dist Cllr A Hooks and Cnty Cllr G Butland. Allotted time 10 minutes	
24/135	CHAIR'S REPORT	INFORMATION
	To receive a verbal update on meetings attended.	
24/136	CLERK'S REPORT	INFORMATION
	To receive a verbal update on the Clerk's activity during the month.	
24/137	PLANNING	
24/137.1	New Planning Applications	RESOLUTION
	24/02075/FUL - 8 Gore Terrace , Gore Road, Rayne Garage to be used independently from no. 8 Gore Terrace	
	24/02202/TPO - 6 Station Road, Rayne Notice of intent to carry out works to tree protected by Tree Preservation Order 15/01 - T2- Oak; Crown reduction by up to 2m all around.	
	24/01641/OUT - Land Adj To Woodstock, Dunmow Road, Rayne Outline planning application with all matters reserved, except access, for up to 8no. residential dwellings	
	24/02221/FUL - Land To The West Of, Mill Lane, Rayne Construction of an agricultural building to store grain	
	24/02306/VAR – Rosyth, 35 New Road, Rayne Variation of Condition 2 of (Approved plans) of approved application 24/01037/HH granted 01.07.24 for: Single story rear and side extension. Variation would allow:- Alteration from hipped roof to gable	
24/137.2	Planning Results	INFORMATION
	24/01568/DAC - Application for approval of details as reserved by conditions 3, 7 and 10 of approved application 24/00370/FUL Long View Dunmow Road Rayne Essex CM77 6RZ <i>Application granted</i>	
	24/01348/TPO - Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 15/01: T1- Cherry tree -Reduce crown by approximately 1-1.5m and prune to shape. Remove epicormic growth from the main stem. 3 Hance Lane Rayne Essex CM77 6 TH <i>Application granted</i>	
24/138	ADMINISTRATION	RESOLUTION
24/138.1	To receive confirmation that the Finance minutes of the meeting on 3/10/2024 can be finalised and issued	

24/138.2	To note the National Salary Award from LGA for 2024/25 backdated to April 2024 – to be paid in December	INFORMATION	
24/138.3	To consider and agree a change to the Council representative for the Old School Rooms	RESOLUTION	
24/138.4	To consider the current Councillor vacancy and agree closing date for applications	RESOLUTION	
24/139	POLICIES	RESOLUTION	
	To review and agree the following: Personal Electronic Device Retention and Disposal		
24/140	CORRESPONDENCE	RESOLUTION	
24/140.1	Village Time Capsule – to consider the email received from the Rayne Remembered Group regarding the upcoming 40 th anniversary of the time capsule burial.		
24/140.2	To consider the replacement of the noticeboard at Rayne School.		
24/141	12 MONTH ACTION PLAN	RESOLUTION	
	To complete 6 month review of the 2024/2025 action plan		
24/142	CHURCH MAINTENANCE AGREEMENT	RESOLUTION	
	To receive information following the PCC meeting and review and agree draft maintenance agreement prepared by PCC including hourly rate to be charged.		
24/143	IT UPDATE	INFORMATION	
	To receive update on change over to Sharepoint		
24/144	FINANCE		
24/144.1	November 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
	1,973.39	Staff	Salaries
	532.26	HMRC	Tax & NIC
285206	36.81	Ernest Doe	Consumables
285992	324.00	Ernest Doe	Check for tractor faults – 1 st test
286569	37.50	Ernest Doe	Consumables
286829	59.99	Ernest Doe	Consumables
286830	62.50	Ernest Doe	Consumables
SB20240264	378.00	PKF Littlejohn LLP	2023/2024 External Audit Fee
	131.42	Fuel Genie	Petrol/Diesel
IN11630389	386.17	N Power	Electricity Jul 24 to Sep 24

	Payments Made by Direct Debit/Standing Order		
38632	41.10	A J Lighting	Maintenance
21955	119.28	CSD Network Services	IT services
8316	30.00	F A Jiggins	Rental of Unit 31A
63	57.00	All Saints Church	Hire of OSR – 4/11/24 and 18/11/24
	6.06	Essex Pension Fund	November contribution
	59.67	Lloyds Bank	October Credit Card statement
Statement 90	18.00	Unity Bank	Bank Charges
	505.05	CNH	Tractor loan - monthly repayment
		Retrospective Payments	
		-	
	Receipts		
24/144.2	Bank Reconciliation		RESOLUTION
	Projected Balances at bank as at 28 th October 2024: £12,000.00 Current Account £67,608.65 Instant Access Account		
24/145	REPRESENTATIVE REPORTS		INFORMATION
	To receive reports from Representatives & Councillors on outside bodies.		
24/146	MEETINGS, TRAINING AND FUTURE EVENTS		INFORMATION
	To receive any updates on meetings attended by Councillors, requests for training and any future events to be planned.		
24/147	PRIVATE SESSION		RESOLUTION
	To agree the exclusion of the public and press for the consideration of the following items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972.		
24/147.1	To consider the current staffing situation and agree any action required.		RESOLUTION
24/148	DATES OF NEXT MEETINGS		INFORMATION
24/149	CLOSE		