



## 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](mailto:rpc@rayne-essex.gov.uk)

W: [www.rayne-essex.gov.uk](http://www.rayne-essex.gov.uk)

Dear Councillors

You are hereby summoned to attend a meeting of Rayne Parish Council which will be held on **Monday 2<sup>nd</sup> December 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 Luggar
	Cllr C Murton	Cllr J Richards

Hazel Godfrey

Mrs Hazel Godfrey, Clerk  
27<sup>th</sup> November 2024

AGENDA NUMBER	BUSINESS	ACTION
24/159	<b>APOLOGIES</b>	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>	
24/160	<b>DECLARATIONS OF INTEREST</b>	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>	
24/161	<b>CONSIDERATION OF THE MINUTES OF THE MEETINGS HELD ON MONDAY 4<sup>TH</sup> NOVEMBER 2024 AND MONDAY 25<sup>TH</sup> NOVEMBER 2024 (BUDGET &amp; PRECEPT)</b>	RESOLUTION
24/162	<b>PUBLIC FORUM</b>	
	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	
24/163	DISTRICT AND COUNTY COUNCILLOR REPORTS	INFORMATION
	To receive reports from Dist Cllr A Hooks and Cnty Cllr G Butland. Allotted time 10 minutes	
24/164	CHAIR’S REPORT	INFORMATION
	To receive a verbal update on meetings attended.	
24/165	CLERK’S REPORT	INFORMATION
	To receive a verbal update on the Clerk’s activity during the month.	
24/166	PLANNING	
24/166.1	New Planning Applications	RESOLUTION
	24/02237/TPO - 4 Medley Road, Rayne, Essex Application for works to trees protected by Tree Preservation Order 15/01 - 2 x Field Maples – Up to 3m reduction in height & 2m reduction in width Rowan tree- Reduce by 1m in height and width <i>Referred to the Tree Warden who has confirmed that this is sensible management of the trees. These comments have been passed onto BDC as the closing date was 25<sup>th</sup> November 2024</i>	
24/166.2	Planning Results	INFORMATION
	No planning results have been received this month.	
24/167	POLICIES	RESOLUTION
24/167.1	To review and agree the following: Code of Conduct	
24/167.2	To consider and adopt the following: Civility and Respect pledge Dignity at Work policy	
24/168	FINANCE	
24/168.1	December 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
	2465.69	Staff
	832.75	HMRC
286829	59.99	Ernest Doe
287334	85.99	Ernest Doe

287483	59.95	Ernest Doe	Consumables
287686	-59.95	Ernest Doe	Credit note to cancel 287483
287687	137.93	Ernest Doe	Consumables
288362	55.00	Ernest Doe	Consumables
288363	25.00	Ernest Doe	Consumables
	87.15	Fuel Genie	Petrol/Diesel
	104.70	Linda Taylor	Winter planting
	50.00	Royal British Legion	S137 Poppy wreath
	<b>Payments Made by Direct Debit/Standing Order</b>		
38717	41.10	A J Lighting	Maintenance
22000	119.28	CSD Network Services	IT services
8348	30.00	F A Jiggins	Rental of Unit 31A
	28.50	All Saints Church	Hire of OSR
	6.06	Essex Pension Fund	December contribution
Statement 18/11/24	3.00	Lloyds Bank	November Credit Card statement
Statements 91 & 92	11.40	Unity Bank	October & November Bank Charges
	505.05	CNH	Tractor loan - monthly repayment
PW497394	5153.25	PWLB	Loan payment
		<b>Retrospective Payments</b>	
		-	
	<b>Receipts</b>		
<b>24/168.2</b>	<b>Bank Reconciliation</b>		<b>RESOLUTION</b>
	Projected Balances at bank as at 27 <sup>th</sup> November 2024: £19,254.40 Current Account. £55,608.65 Instant Access Account		
<b>24/169</b>	<b>POTENTIAL OPEN SPACE IMPROVEMENTS PLAN</b>		<b>INFORMATION</b>
	To review the current plan and advise any additions/changes. Closing date is 31/1/25		
<b>24/170</b>	<b>LOCAL COUNCIL AWARD SCHEME</b>		<b>INFORMATION</b>
	To receive an update on the scheme.		
<b>24/171</b>	<b>CALL FOR SITES</b>		<b>RESOLUTION</b>
	To review new site added to the Call for Sites Local plan review and agree any comment to be made.		
<b>24/172</b>	<b>NEW TRACTOR NAME</b>		<b>INFORMATION</b>

	To receive the result of the school project to pick the name.	
<b>24/173</b>	<b>REPRESENTATIVE REPORTS</b>	INFORMATION
	To receive reports from Representatives & Councillors on outside bodies.	
<b>24/174</b>	<b>MEETINGS, TRAINING AND FUTURE EVENTS</b>	INFORMATION
	To receive any updates on meetings attended by Councillors, requests for training and any future events to be planned.	
<b>24/175</b>	<b>DATE OF NEXT MEETING</b>	INFORMATION
<b>24/176</b>	<b>CLOSE</b>	