



RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey
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Minutes of the meeting of Rayne Parish Council held on Monday 2nd December 2024 at 7.30pm at The Old School Rooms, Shalford Road, Rayne for the purpose of transacting the following business:

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

Members of the public: 1

MINUTE NUMBER	BUSINESS
24/159	APOLOGIES
	Apologies were noted from Cllr Gray. Cllr Murton was not in attendance.
24/160	DECLARATIONS OF INTEREST
	Cllr Agutter declared a pecuniary interest as the supplier of the Parish Council IT services and recipient of payments. Cllr Hooks declared a non-pecuniary interest regarding agenda item 24/166 Planning as a member of Braintree District Council Planning Committee. Cllr Rippingale declared a non-pecuniary interest as responsible for groundsmen and grounds maintenance.
24/161	CONSIDERATION OF THE MINUTES OF THE MEETINGS HELD ON MONDAY 4 TH NOVEMBER 2024 AND MONDAY 25 TH NOVEMBER 2024 (BUDGET AND PRECEPT) The Minutes of the meetings held on Monday 4 th November 2024 and Monday 25 th November 2024 were agreed by all Councillors and have been signed by the Chair as a true record of the meeting.
24/162	PUBLIC FORUM
	The issue of the broken drain was raised. Council advised that this was due to have been fixed a few weeks ago when the one at the Post Office was repaired. The clerk has written to Highways to find out the latest position and is awaiting their response.

	It was noted that the verges around the village were looking really good
24/163	DISTRICT AND COUNTY COUNCILLOR REPORTS
	<p>County Councillor Graham Butland was not in attendance.</p> <p>District Councillor Hooks:</p> <p>Spent time delivering leaflets around the village and spoken to numerous residents with various queries en route.</p> <p>Emailed Highways regarding the potholes on Queenborough Lane and Duck End Green</p> <p>Emailed Mr James Cleverley regarding the internet outage in the village and the difficulties surrounding it. Questioned that it should be a higher priority utility like gas and electric. She is awaiting his response.</p> <p>Responded to queries regarding parking in The Street</p> <p>Parking on Station Road — she is waiting to see if mediation has taken place.</p> <p>Burglaries in Rayne — advised that someone is in custody.</p> <p>Waste disposal — big changes are coming and more details will follow shortly.</p>
24/164	CHAIR'S REPORT
	<p>The following updates were received:</p> <p>Cllr Eldred has been elected as Chair of EALC so will not be standing for chair of the Parish Council in May. He raised the importance of attending Chair training at the EALC so anyone interested should notify the Clerk.</p> <p>Email received regarding VE celebrations next year — it was agreed that the celebration committee should go ahead with their plans and the Parish Council will support their ideas.</p> <p>Annual Parish Assembly — an invitation to attend should be extended to our MP, Mr James Cleverly. The clerk will send an invitation by email and the Chair will verbally invite him when they next meet.</p>
24/165	CLERK'S REPORT
	<p>The Clerk's report was circulated prior to the meeting and no issues were raised.</p> <p>The Clerk was congratulated on progress so far with the CiLCA training.</p>
24/166	PLANNING
24/166.1	New Planning Applications
	<p>24/02236/TPO -4 Medley Road, Rayne, Essex</p> <p>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.</p> <p>Rowan tree — Reduce by 1m in height and width</p> <p>Referred to the Tree Warden who has confirmed that this is sensible management of the trees. Comments were passed onto BDC by the Clerk (per the Scheme of Delegation policy) as the closing date for comments was 25th November.</p>

24/166.2	Planning Results
	No planning results have been received this month.
24/167	POLICIES

24/167.1	The new Code of Conduct was adopted by BDC in April and the District Councillor has now attended the relevant training. The Council agreed to adopt the new Code of Conduct and some training will be provided to Councillors regarding the changes to Declaration of Interests as soon as possible after the Clerk training has been completed.		
24/167.2	It was agreed by all Councillors that the Civility and Respect pledge be signed and the Dignity and Work policy will be adopted.		
24/168	FINANCE		
24/168.1	December Payments & Receipts		
	The following items of expenditure, retrospective payments by Standing Order and any receipts were approved and agreed by Council and will be authorised by Cllrs Hooks and Eldred.		
	AMOUNT (£)	PAYABLE TO/RECEIVED FROM	PAYMENT IN RESPECT OF
	2,465.69	Staff	Salaries
	832.75	HMRC	Tax & NIC
286829	59.99	Ernest Doe	Consumables
287334	85.99	Ernest Doe	Consumables
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 donation
	Payments Made by Direct Debit/Standing Order		
38717	41.10	AJ 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 and November bank charges
	505.05	CNH	Tractor loan - monthly repayment
		Retrospective Payments	
		None	
Receipts			

		None	
24/168.2	Bank Reconciliation		
	Projected Balances at bank as at 27 th November 2024: f 19,254.40 Current Account f 55,608.65 Instant Access Account		
24/169	POTENTIAL OPEN SPACE IMPROVEMENTS PLAN		
	The current plan was reviewed and it was agreed by all to keep it the same going forward with a separate line noted for the provision of an accessible pathway to the Nature Reserve.		
24/170	LOCAL COUNCIL AWARD SCHEME		
	Cllr Hooks has completed an audit for all levels and due to recent resignations, we are unable to meet the Silver/Gold levels as there are not enough elected members. A further meeting will be considered in the New Year to look at this in more detail.		
24/171	CALL FOR SITES		
	It was agreed that Cllr Hooks would add the new site to the existing spreadsheet and circulate for every to comment. Once this has been done, the full spreadsheet can be submitted.		
24/172	NEW TRACTOR NAME		
	The new name has been chosen by the pupils of Rayne Primary School —Timmy. The official unveiling will be at the school after the Christmas holidays. Cllr Rippingale will advise of the size of name template required.		

24/173	REPRESENTATIVE REPORTS
	<p>Nature Reserve — no response has been received from Writtle College regarding help for the accessible path so Cllr Lugger will investigate further. In the meantime, a resident/builder has advised that this will be a very expensive project to undertake. It was suggested that signage and seating issues could be revisited. Cllr Eldred will speak to RCCE on this subject and report back to Council.</p> <p>IT - no issues have been raised so Nextcloud will be shut down during December. CIP entryphone system is still not working and needs to be investigated further. Duty Councillors were advised to check their accessibility and report back.</p> <p>C& D — No coffee morning will take place in December. Ideas for the New Year involve inviting current 'owners' of existing events being run in the village to attend and raise awareness.</p> <p>Grounds — nothing heard from the PCC yet so the Clerk will send a reminder.</p>
24/174	MEETINGS, TRAINING AND FUTURE EVENTS
	New Councillor training is being run at the end of February/beginning of March and Cllrs Richards and Gray have been booked on.
	Christmas drinks — Friday 13 th December at the Welsh Princess starting at 6pm.
24/175	DATE OF NEXT MEETING
	The next Full Council meeting will be on Monday 6 th January 2025
24/176	CLOSE
	There being no further business to transact, the meeting closed at 20.35

Signed.....

Dated: