



RAYNE PARISH COUNCIL

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Minutes of the meeting of Rayne Parish Council held on Monday 3rd February 2025 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 S Gray Cllr J Richards
Cllr A Hooks (Vice Chair) Cllr J Rickwood
Cllr H Luggar Cllr T Rippingale
Cllr C Murton

Members of the public: 1

MINUTE NUMBER	BUSINESS	ACTION
24/191	APOLOGIES	INFORMATION
	Apologies were noted from Cllr Agutter and County Cllr Butland	
24/192	DECLARATIONS OF INTEREST	INFORMATION
	Cllrs Hooks, Murton and Rippingale declared non-pecuniary interests regarding agenda item 24/199 Planning as Cllr Hooks is a member of BDC Planning Committee and Cllrs Murton and Rippingale are neighbours of one applicant	
24/193	CONSIDERATION OF THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 6TH JANUARY 2025	RESOLUTION
	The minutes of the meeting held on Monday 6 th January 2025 were agreed by all Councillors and signed by the Chair as a true record of the meeting.	

24/194	PUBLIC FORUM	
	No issues were raised.	INFORMATION
24/195	DISTRICT AND COUNTY COUNCILLORS REPORTS	INFORMATION
	<p>District Councillor Hooks:</p> <p>Members were reminded that subscriptions for the green bin collection can now be renewed at £55 for the year. The bin stickers this year will be a different colour and show the subscribers address. She also confirmed that BDC will come and remove the bins if renewal is not taken up.</p> <p>The Waste/Recycling bin collection consultation is open until 2nd March and all were encouraged to complete the consultation form.</p> <p>Local Plan Review Issues & Options consultation - There will be drop in sessions at Braintree Town Hall on 4th and 8th February. The consultation closes on 7th March.</p> <p>She reminded members that the Essex Air quality consultation is open until 2nd March 2025.</p> <p>Queenborough Lane potholes have been partially completed and ECC are aware that more work is required.</p> <p>Duck End Green work is still to be completed once the weather improves.</p> <p>Smithfields potholes have been nominated under the Members Highway Initiative.</p> <p>There will be a Parish summit on 13th March 2025 in Sible Hedingham which the parish council will be invited to.</p> <p>County Councillor Butland was not in attendance.</p>	
24/196	CHAIR'S REPORT	INFORMATION
	<p>Devolution has been the main subject dealt with during the last month and information is still being gathered. It should be advised soon whether the May elections will be cancelled. As and when more information is available, this will be passed on.</p>	

24/197	CLERK'S REPORT	INFORMATION
	The Clerks report was circulated prior to the meeting and no issues were raised.	
24/198	COUNCILLOR CO-OPTION	RESOLUTION
	One application was received for the latest vacancy and it was unanimously agreed that Jan Willis should be co-opted. She signed her Acceptance of Office declaration and was invited to join the meeting.	
24/199	PLANNING	
24/199.1	New Planning Applications	RESOLUTION
	<p>24/02745/TPO – 2 Hance Lane, Rayne</p> <p>Notice of intent to carry out works to trees protected by Tree Preservation Order TPO 15/01 - T66 - Removal of 1no Prunus Tree</p> <p>The tree warden commented as follows:</p> <p>I would not object to the removal of the tree even though its in a very prominent site on the road junction.</p> <p>I would suggest that the tree is replaced by a suitable flowering shrub after the patch of concrete is removed. The tree officer should suggest possible suitable species that do not have a vigorous rooting system.</p> <p><i>These comments were agreed by all Councillors</i></p>	
	<p>24/02619/TPO – 18 Vaughan Close, Rayne</p> <p>Notice of intent to carry out works to trees protected by Tree Preservation Order TPO -15/01 2 No. Cherry Trees - Approx height 10 m. thin out 3 m from top and sides.</p> <p>The tree warden commented as follows:</p> <p>If these two trees are to have a crown reduction of 3m, that would be cyclical pruning and good management in terms of prolonging the life of both trees.</p> <p><i>These comments were agreed by all Councillors</i></p>	
	<p>25/00089/HH – Little Common Farm, Long Lane, Rayne</p> <p>Proposed cart lodge with office/storage at first floor.</p> <p><i>No objection to this planning application agreed by all Councillors</i></p>	
23/199.2	Planning Results	INFORMATION

	24/02522/COUPA – Land adj. to Woodstock, Dunmow Road, Rayne Prior approval for the change of use of agricultural building to a dwellinghouse (Class C3) and for associated operational development – Change of use to 1no. residential dwellings. <i>Planning permission required</i>	
	24/01641/OUT - Land Adj To Woodstock Dunmow Road Rayne Essex CM77 6WF	

	Outline planning application with all matters reserved, except access, for up to 8no. residential dwellings <i>Application refused</i>			
23/199.3	Appeals			INFORMATION
	24/00158/FUL & 24/00160/LBC – Fentons Farm, Fentons Road, Rayne Conversion of barns into 1 No. dwellinghouse, with single-storey extension and single-storey link extension <i>No further comment required.</i>			
24/200	FINANCE			
24/200.1	February Payments and 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	
	1955.80	Staff	Salaries	
	537.03	HMRC	Tax & NIC	
	110.48	FuelGenie	Petrol/Diesel	
200687	105.61	Ernest Doe & Sons	Consumables	
201724	36.96	Ernest Doe & Sons	Consumables	
TPJ/P1889	63.40	TP Jones & Co	Payroll prep Oct-Dec 2024	
INV-66232	95.29	Anglia Sign Casting	Remembrance Plaque	
IN12255821	498.47	Npower	Electricity – street lighting	

Payments Made by Direct Debit/Standing Order			
38893	41.10	A J Lighting	Maintenance
22080	119.28	CSD Network Services	IT services
8407	30.00	F A Jiggins	Rental of Unit 31A
87	90.00	All Saints Church	Hire of OSR for Full Council – Feb Jan and Feb coffee mornings
	3.00	Lloyds Bank	Credit card monthly fee – January 25
	6.06	Essex Pension Fund	February contribution
	505.05	CNH	Tractor monthly repayment
Retrospective Payments			
2785	270.00	Rayne Village Hall (SO)	Hire of CIP – Jan to Mar 2025
Statement 94	6.00	Unity Bank (SO)	December bank charge
Receipts			

		None	
24/200.2	Bank Reconciliation		RESOLUTION
	Projected Balances at bank as at 27 th January 2025: Current Account £12,000.00 Instant Access Account £49,996.24		
24/201	ADMINISTRATION		
24/201.1	The following RPC guide was reviewed and agreed by all Councillors: Councillor handbook		
24/201.2	The 2025 meetings calendar was reviewed and the dates agreed by all Councillors. Cllr Rippingale will look at required dates for the Personnel committee		
24/201.3	The Annual Parish Assembly is on 30 th April 2025 at Rayne School and members were reminded to let the Clerk know if they had any nominations for the Village Awards.		

24/202	REPRESENTATIVE REPORTS	INFORMATION
	<p>To receive reports from Representatives & Councillors on outside bodies</p> <p>OSR – Awaiting for grant to help with kitchen installation which should be received shortly.</p> <p>Police & Fire Liaison – PC Draper has approached the PC regarding having monthly meetings which everyone agreed was a good idea. These are likely to be held on the 1st Monday of the month early in the evening. Cllr Nicholls will attend but should be able to still attend the Full Council meetings which are held on the same day.</p> <p>Nature Reserve - continued attempts to contact someone at Writtle College have been unsuccessful but new contact details have been provided so they will be emailed.</p> <p>Communication & Data – feedback from the coffee mornings has been very positive. Sensory meetings organisers have been contacted and invited to the coffee mornings to raise their profile.</p> <p>Village Hall – nothing much to report apart from rubbish is currently being cleared.</p> <p>Grounds – rubbish clearance on the main road has been completed. The footbridge between Fentons and Perkins Garage has a very slippery surface so it was asked if the groundsmen could look into clearing it. An issue had been raised regarding the lack of ‘men at work’ signage. It was agreed that this is a Health and Safety issue so extra signs should be purchased.</p> <p>Finance – Bank reconciliations are up to date.</p> <p>Personal devices agreement – new agreement is to be signed by all Councillors and passed back to the Clerk.</p>	
24/203	MEETINGS & TRAINING	INFORMATION
	<p>The following meetings are to take place during the month:</p> <p>Finance – 10th February 2025 – starting at 7pm</p> <p>C & D – 24th February 2025 – starting at 7.30pm</p>	
24/204	There being no further business to transact, the meeting closed at 20.28.	