



## RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey  
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Dear Councillors

You are hereby summoned to attend the meeting of Rayne Parish Council which will be held on Monday 3rd March 2025 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 C Murton
Cllr M Eldred (Chair)	Cllr J Nicholls
Cllr S Gray	Cllr J Richards
Cllr A Hooks (Vice Chair)	Cllr J Rickwood
Cllr H Lugger	Cllr T Rippingale
Cllr J Willis	

*Hazel Godfrey*

Mrs Hazel Godfrey, Clerk  
25th February 2025

AGENDA NUMBER	BUSINESS	ACTION
24/205	<b>APOLOGIES</b>	INFORMATION
	<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 a meeting</i>	
24/206	<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>	

<b>24/207</b>	CONSIDERATION OF THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 3 <sup>RD</sup> FEBRUARY 2025	RESOLUTION
<b>24/208</b>	<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	INFORMATION
<b>24/209</b>	<b>DISTRICT AND COUNTY COUNCILLORS REPORTS</b>	INFORMATION
	To receive reports from Dist. Cllr Hooks and Cnty. Cllr Butland Allotted time 10 minutes	
<b>24/210</b>	<b>CHAIR'S REPORT</b>	INFORMATION
	To receive a verbal update on meetings attended	
<b>24/211</b>	<b>CLERK'S REPORT</b>	INFORMATION
	To receive an update on the clerk's activity during the month	
<b>24/212</b>	<b>PLANNING</b>	
<b>24/212.1</b>	<b>New Planning Applications</b>	RESOLUTION
	No new applications have been received.	
<b>24/212.2</b>	<b>Planning Results</b>	INFORMATION
	24/02202/TPO - 6 Station Road Rayne Essex CM77 6RX 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. <i>Part granted/part refused</i>	
<b>24/213</b>	<b>FINANCE</b>	
<b>24/213.1</b>	<b>March Payments and Receipts</b> 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
	1,976.30	Staff	Salaries
	542.23	HMRC	Tax & NIC
	193.35	FuelGenie	Petrol/Diesel
	8.40	Cllr M Eldred	Consumables – lock for OSR cupboard
202155	44.96	Ernest Doe & Sons	Consumables
202713	84.73	Ernest Doe & Sons	Consumables
202828	8.99	Ernest Doe & Sons	Consumables

66439	95.29	Anglia Sign Casting	Remembrance plaque - Salmon
	<b>Payments Made by Direct Debit/Standing Order</b>		
39011	123.30	A J Lighting	Final bill following cancellation of maintenance contract
22121	119.28	CSD Network Services	IT services
8434	30.00	F A Jiggins	Rental of Unit 31A
91	60.00	All Saints Church	Hire of OSR for Full Council – March meetings (Full council and coffee morning)
Statement date 17/2/25	33.49	Lloyds Bank	Credit card statement – February 25. New computer stand and monthly fee.
	6.06	Essex Pension Fund	March contribution
	505.05	CNH	Tractor monthly repayment

#### Retrospective Payments

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#### Receipts

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<b>24/213.2</b>	<b>Bank Reconciliation</b>	<b>RESOLUTION</b>
	Projected Balances at bank as at 25 <sup>th</sup> February 2025: Current Account £12,000.00 Instant Access Account £45,852.71	

<b>24/214</b>	<b>ADMINISTRATION</b>	
<b>24/214.1</b>	To receive confirmation that the Finance minutes of the meeting on Monday 10 <sup>th</sup> February 2025 can be finalised and issued	RESOLUTION
<b>24/214.2</b>	To review and agree the following policies: Biodiversity Data Breach and Information Security Incident	RESOLUTION
<b>24/215</b>	<b>HEDGEHOG GROVE SOLAR FARM</b>	INFORMATION
	To receive an update on the project so far.	
<b>24/216</b>	<b>REPRESENTATIVE REPORTS</b>	INFORMATION
	To receive reports from Representatives & Councillors on outside bodies	
<b>24/217</b>	<b>MEETINGS &amp; TRAINING</b>	INFORMATION
	To receive requests for training and any updates on meetings attended by or required by Councillors.	
<b>24/218</b>	<b>CLOSE</b>	