



# RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Philippa Potter  
20 Gore Lane, Rayne, Braintree, Essex CM77 6TU

Tel/Fax: (01376) 552489  
[clerk@rayne-essex.gov.uk](mailto:clerk@rayne-essex.gov.uk)  
[www.rayne-essex.gov.uk](http://www.rayne-essex.gov.uk)

The next meeting of Rayne Parish Council will be held on **Monday, 6 April 2009**, in the Old School Room, Shalford Road, commencing at **7:30pm** for the purpose of transacting the following business:

## AGENDA

- 09/01 APOLOGIES FOR ABSENCE**  
Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.
- 09/02 CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON MONDAY 2 MARCH 2009.**
- 09/03 DECLARATION OF INTERESTS**  
To declare any 'personal' or 'personal and prejudicial' interests relating to items on the agenda having regard to paragraphs 8 to 12 (inclusive) of the Code of Conduct for Members part 5/1 of the Constitution and having taken appropriate advice (where necessary) before the meeting.
- 09/04 POLICING ISSUES**  
To discuss any relevant issues with Police representatives.
- 09/05 PUBLIC FORUM**  
Opportunity for parishioners to raise issues of mutual interest, or to question Councillors.
- 09/06 ADMINISTRATION**
- 06.1 Clerk's Report**  
To receive the Clerk's Report on actions undertaken since the last meeting and to note actions still outstanding.
- 06.2 Annual Report and Annual Parish Assembly Arrangements**
- To discuss the publication of the Annual Report
  - To decide the format of the Annual Parish Assembly and agree speakers.

**Calor Essex Village of the Year 2006**  
**Calor Village of the Year National ICT Winner 2007**

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- 06.3 Quality Parish Council Re-Accreditation Application**
    - Training Statement of Intent
  - 06.4 IT Issues**
    - Broadband update
    - Anti-Virus renewal – agree purchase of new software
  - 06.5 Parish Councillor Vacancy**
    - Update on current situation
    - Agree purchase of New Councillor Welcome Pack from EALC.
  - 06.6 Power of Well Being Training**  
To agree whether whole Council training is to be arranged, at an approximate cost of £230, via EALC.
  - 06.7 Groundsmen**
    - Discuss and agree the hours and time sheets for 2009/10
    - To discuss expenditure regarding the knapsack sprayer training courses for the Groundsmen.
- 09/07 BDC MATTERS**
- 07.1 Planning Applications**
    - 09/00319/FUL: 40 Shalford Road – Erection of single storey rear extension.
  - 07.2 Planning Sub-Committee**  
Date of next Planning Sub-Committee: 20 April 2009, if needed.
  - 07.3 Planning Results**  
The following application has been GRANTED:
    - 09/00045/FUL: 10 New Road – Erection of first floor extension over existing front porch to provide en-suite bathroom to master bedroom.
  - 07.4 BDC Local Plan Review – Draft Supplementary Planning Document Open Space and Draft Sustainability Appraisal, Public Consultation**  
To discuss the Parish Council’s response to the above consultation.
- 09/08 ECC MATTERS**
- 08.1 ECC Consultation: Parking Standards, Design and Good Practice**  
To discuss the Parish Council’s response to the above consultation.
- 09/09 ROADS AND PUBLIC SAFETY**
- 09.1 Street Lighting**  
To report any lights currently out of action.
  - 09.2 Repairs to Highways and Footways**  
To discuss whether the Parish Council wish to write to ECC regarding areas of disrepair.

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**09.3 Pods Lane**

- To discuss issues arising from the increased use of Pods Lane during the roadworks and to decide whether a width restriction should be requested.

**09/10**

**RAYNE'S ENVIRONMENT**

**10.1 Village Hall Matters**

To discuss any issues regarding the Village Hall:

- Public Liability Insurance – Cricket Club
- Feedback on hiring procedure for 16+ parties

**10.2 Grass Verges**

To discuss issues relating to grass verges, in particular, parking on verge outside Village Hall

**10.3 Gore Triangle**

Discuss replacement hedge.

**10.4 Purchase of Bins and Litter Equipment**

- Dog Waste Bin – Rectory Lane,
- Litter Bin – Barrack Yard, Symmonds Close
- Litter Pickers

**10.5 Garage/Parking Area Initiative**

Discuss the up to date position with regards to this initiative.

**10.6 Skate Park – Replacement of Spine Ramp**

To discuss the way forward.

**10.7 Bosted Wood, Stebbing Green – Proposals for New Settlement**

To discuss the Parish Council's response.

**10.8 Purchase of Bulbs**

To discuss the purchase of bulbs for planting on village verges.

**10.9 Tomb Restoration**

To approve the casting of the following railheads for the tomb restoration at All Saints:

Goss Peane	5 x £9.16
Rayne Foundry	3 x £9.16
Sphere	1 x £11.05

Total Expenditure: £102.65

**09/11 FINANCE**

To agree the following payments. An overview of the current financial position is available for inspection at the meeting.

11.1	£355.38	Clerk Salary (March)
11.2	£320.24	Groundsman 1 – Salary (March)
11.3	£320.24	Groundsman 2 Salary (March)
11.4	£ 18.98	Acumen Wages Service (March)

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11.5	£ 37.09	A&J Lighting Solutions – Maintenance
11.6	£ 30.82	Ernest Doe - Consumables
11.7	£347.50	F A Jiggins & Son – Consumables
11.8	£ 33.30	Banner Stationery
11.9	£ 31.37	Banner Stationery
11.10	£ 91.37	A&J Lighting Solutions
11.11	£ 76.99	Cllr Phillips – reimbursement for new office printer
11.12	£ 62.23	BT Bill – paid by direct debit

**11.13 NALC – Final Salary Award for Local Council Clerks 2008/09**  
To agree the payment of the above salary award.

**09/11 MEETINGS / SEMINARS**

**11.1 Circulation Folder**  
Contents list attached to agenda.

**11.2 Health Issues**  
Report by Cllr Ian MacNee.

**11.3 Meetings and Training**  
▪ Power of Well Being – Clerk Training 1 April 2009

**09/12 DATE OF NEXT MEETING**

The next Parish Council meeting will be held on: **Tuesday 5 May 2009**, which will be the Annual Parish Council Meeting.

Please send items for the agenda to the Clerk by Monday 20 May 2009 at the latest.

The Annual Parish Assembly will be held on Monday 18 April, at 7.30pm at the Village Hall.

**09/13 CLOSURE**



**Mrs Philippa Potter**  
Clerk to the Council  
23 March 2009

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