



RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Philippa Potter
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The next meeting of Rayne Parish Council will be held on **Monday 1 June 2009**, in the Old School Room, Shalford Road, commencing at **7:30pm** for the purpose of transacting the following business:

AGENDA

- 09/30 APOLOGIES FOR ABSENCE**
Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.
- 09/31 MINUTES OF PREVIOUS MEETINGS**
- 31.1 Consideration of the Minutes of the Annual Parish Council Meeting held on Tuesday 5 May 2009**
To agree and sign the minutes.
- 31.2 Consideration of the Draft Minutes of the Annual Parish Assembly, held on Monday 18 May 2009**
To approve the draft minutes, ahead of the Annual Parish Assembly 2010.
- 09/32 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.
- 09/33 POLICING ISSUES**
To discuss any relevant issues with Police representatives.
- 09/34 PUBLIC FORUM**
Opportunity for parishioners to raise issues of mutual interest, or to question Councillors.
- 09/35 ADMINISTRATION**
- 35.1 Clerk's Report**
To receive the Clerk's Report on actions undertaken since the last meeting and to note actions still outstanding.
- 35.2 Review of Registers of Interest**
To confirm that these have been reviewed and any changes notified to the BDC Monitoring Officer.

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- 35.2 Quality Parish Council Re-Accreditation Application**
- Training Statement of Intent to be agreed and form part of the QPS application.
- 35.3 IT Issues**
Update on current position.
- 09/36 BDC MATTERS**
- 36.1 Planning Applications**
- 09/00601/FUL: Hazelmere Farm, Dunmow Road – Proposed refurbishment of Unit 6
 - 09/00639/FUL: 40 Shalford Road – Revisions to approve 09/00319/FUL, Erection of single storey rear extension.
- 36.2 Planning Sub-Committee**
- To note the minutes of the Planning Sub-Committee held on Monday 18 May.
 - To note the agreed responses by the Planning Sub-Committee of the applications listed below:
 - 09/00484/FUL: 2 Medley Road, Rayne - Demolition of existing pond structure and replacement with summerhouse including repositioning of boundary fence to encompass part of front garden into rear garden.
 - 09/00191/FUL: Whelley Cottage, School Road, Rayne – Erection of canine boarding kennels with associated kitchen, w/c and exercise area.
 - Date of next Planning Sub-Committee: 15 June 2009, if needed.
- 36.3 Planning Results**
The following application was Granted:
- 09/00319/FUL: 40 Shalford Road – Erection of single storey rear extension.
- 09/37 ROADS AND PUBLIC SAFETY**
- 37.1 Street Lighting**
To report any lights currently out of action.
- 37.2 Encroachment onto Grass Verge – Shalford Road**
To discuss various possible solutions to the erosion of the grass verge by vehicles.
- 37.3 Pods Lane – Sight Line**
To discuss the above issue.
- 37.4 Road Steward Team**
To agree to the method of monitoring and reporting highway faults and problems by the Road Steward Team.
- 09/38 RAYNE'S ENVIRONMENT**
- 38.1 Village Hall Matters**
To discuss any issues regarding the Village Hall:
- Village Fete – Sunday 28 June – discuss the Parish Council's presence at the fete.

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38.2 Essex Act

To receive information regarding invoking the Act for the protection of grass verges from vehicular parking.

38.3 Churchyard Extension

To receive the signed licence allowing access across the existing churchyard.

38.4 Boxted Wood Meeting

To receive feedback from attendees of the first meeting of neighbouring Parish Councils.

09/39**FINANCE**

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

39.1	£355.18	Clerk Salary (May)
39.2	£320.24	Groundsman 1 – Salary (May)
39.3	£320.24	Groundsman 2 Salary (May)
39.4	£ 18.98	Acumen Wages Service (May)
39.5	£ 37.09	A&J Lighting Solutions – Maintenance
39.6	£ 36.83	A&J Lighting Solutions – Repairs
39.7	£ 27.54	Ernest Doe – Tools/Spade
39.8	£ 350.97	F A Jiggins & Son – Consumables*
39.9	£ 230.00	Scream.co.uk Ltd – renewal of domain name for 2 years
39.10	£ 204.15	Nitrex Ltd: Broadband annual renewal
39.11	£ 52.50	EALC – Purchase of ‘Local Council Administration’ Book
39.12	£105.99	Clerk Expenses – Annual Report printing; printer cartridge

The following are retrospective, as payment has already been made, following inspection by the RFO Internal Auditor:

39.11	£875.00	E J Welding – Repair and refit cast iron railings at All Saints
39.12	£1219.53	Allianz Insurance – Parish Council General Insurance Renewal
39.13	£ 382.20	Allianz Insurance – Parish Council Motor Insurance Renewal

* Consumables: Tyre repairs, Petrol, Hammerite, Gas oil, Roundup spray

39.14 Price Increase for Street Lighting Parts

To receive details of price increases for bulbs.

39.15 Gas and Oil Purchases

To discuss how the Parish Council should purchase gas and oil.

09/40 MEETINGS / SEMINARS**40.1 Circulation Folder**

Contents list attached to agenda.

40.2 Health Issues

Report by Cllr Ian MacNee.

40.3 Meetings and Training

- Cluster Meeting – Wednesday 24 June, 7pm, Discovery Centre, Gt Notley.

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09/41

DATE OF NEXT MEETING

The next Parish Council meeting will be held on: **Monday 6 July 2009.**

Please send items for the agenda to the Clerk by Thursday 25 June 2009 at the latest.

09/42

CLOSURE



**Mrs Philippa Potter
Clerk to the Council
21 May 2009**

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