



RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Philippa Potter
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You are hereby summoned to the next meeting of Rayne Parish Council, will be held on
Monday 14 June 2010
in the Old School Room, Shalford Road, commencing at **7:30pm** for the purpose of transacting
the following business:

AGENDA

- 10/37 APOLOGIES FOR ABSENCE**
Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.
- 10/38 CONSIDERATION OF THE MINUTES OF THE MEETINGS HELD:**
- Annual Parish Council Meeting: 4 May 2010 – to agree and sign the minutes
 - Annual Parish Assembly: 24 May 2010 – to provisionally agree the minutes
- 10/39 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.
- 10/40 POLICING ISSUES**
To discuss any relevant issues with Police representatives.
- 10/41 PUBLIC FORUM**
Opportunity for parishioners to raise issues of mutual interest, or to question Councillors.
- 10/42 ADMINISTRATION**
Clerk's Report
To receive the Clerk's Report on actions undertaken since the last meeting and to note actions still outstanding.
- 10/43 BDC MATTERS**
43.1 Planning Applications
None

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43.2 Planning Committee

To note the representation made by the Parish Council on the following applications which fell between meetings:

- 10/00539/FUL: Walkers House, School Road –Erection of extension to the north end of the existing building to provide an independent entrance to the first floor, fitting out and use of the first floor for office accommodation and provision of additional landscaped parking area. *There were no comments on this application.*
- 10/00592/FUL: 4 Phillips Close – Erection of single storey rear extension and installation of new window to existing building. *Representation to be advised.*
- 10/00673/FUL: Sorrells Farm, Fentons Road – Demolition of existing garage and mobile home and put up annex to existing dwelling. *Representation to be advised.*
- The date of the next Planning Committee will be held on Monday 17 May 2010, if needed.

43.3 Planning Results

The following applications were GRANTED:

- 10/00278/FUL: Unit 7 Rayne Hall Farm, Shalford Road – Retrospective change of use to light industrial factory unit (manufacture of UPVC windows and doors). *There are a number of conditions attached to this permission – details available from the Clerk.*
- 10/00408/FUL: Garage Block Land Rear of 9 and 10 Capel Close – Erection of two precast concrete garages on previous sites of two wooden garages.
- 10/00522/PLD: 7 Station Road - Certificate of lawfulness for conversion of existing integral garage into habitable space.

The following application was REFUSED:

- 10/00423/FUL: The Commons, School Road – Erection of entrance gates.

The following application was WITHDRAWN:

- 10/00525/FUL: The Commons, School Road – Erection of ancillary garden accommodation and demolition of 2 no existing outbuildings.

The following Non-Material Amendment was issued:

- 10/00050/NMA: Tudor Cottage, The Street, in respect of 09/00207/FUL and 09/00208/LBC: Approval given to revision to position of garage.

The following Tree Preservation Order has been effected:

- BDC TPO No: 22/2010/TPO – The Commons, School Road. Three trees have been made subject to TPOs in the grounds.

43.4 BDC Planning Consultations

43.4.1 Publication of BDC Core Strategy Submission Draft: Representations must be made by 24 June 2010.

43.4.2 Empty Homes Draft Strategy: Representations must be made by 30 July 2010.

10/44 ROADS, TRANSPORT AND PUBLIC SAFETY

44.1 Street Lighting

To report any lights currently out of action.

10/45 RAYNE'S ENVIRONMENT

45.1 Village Hall Matters

- To discuss any issues regarding the village hall and playing field.

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- Feedback from the Parish Council's presence at the Rayne Village Fete on Sunday 6 June.

45.2 Anglian Water – Sewage Pipes – Brunwin Road

To receive an update on recent communication with Anglian Water regarding the problems with sewage flooding in Brunwin Road by the Foundry site.

10/46

FINANCE

To agree the following payments:

46.1	£ 365.88	Clerk Salary (May10)
46.2	£ 325.57	Groundsman 1 Salary (May10)
46.3	£ 327.17	Groundsman 2 Salary (May10)
46.4	£ 20.56	Acumen Wages Service (May10)
46.5	£ 37.89	A&J Lighting Solutions – Maintenance (May)
46.6	£ 37.89	A&J Lighting Solutions – Maintenance (June)
46.7	£ 99.88	A&J Lighting Solutions – Annual Maintenance visit
46.8	£ 77.49	A&J Lighting Solutions – Lighting Repair
46.9	£ 30.70	F A Jiggins & Son – Consumables*
46.10	£ 270.38	F A Jiggins & Son – Consumables*
46.11	£ 239.88	Nitrex Ltd – Broadband Service 15/3/10-14/3/11
46.12	£ 4.50	Old Schoolroom Hire Oct 09-Apr 2010 underpayment
46.13	£ 36.00	Rayne Primary School – Hire of the Hall 22/3/10
46.14	£ 36.52	Ernest Doe & Son – Consumables*
46.15	£ 75.00	Internal Audit Fee
46.16	£ 123.77	Banner Business Services – Stationery
46.17	£ 119.00	Rayne Village Hall – Toilet Opening Easter Holiday
46.18	£ 51.70	Litter picking equipment – Robert Acton Products
Total:	£2279.78	<i>*Consumables: fuel, gas oil, electrical parts, gloves, lopper</i>

46.19 The following payment will be made by direct debit on 17 June 2010:
£84.40 - BT Phone Bill

46.20 To note that the following payment agreed under minute number:
28.11 £12457.37 Chelmsford Grass Machinery – New Grass Mower et al
is in fact due at the increased amount of **£12512.27** following receipt of the invoice from Chelmsford Grass Machinery. The cheque will be signed at this meeting.

46.21 To note the following payment that was made at the meeting dated 4 May 2010:
£25,000 - Smith Law Partnership: Deposit for land purchase of Oak Meadow

46.22 To note the following payments that were made between meetings due to time constraints:

46.19.1	£ 564.90	Allianz Insurance (Aon Ltd) – Motor Insurance Renewal
46.19.2	£1095.05	Allianz Insurance (Aon Ltd) – General Insurance Renewal

46.23 To note that the following monies were received since the last meeting:
£ 174.51 Greenfields Community Housing – grass cutting payment
£ 123.75 Essex CC P3 Scheme – contribution towards waymarkers
£1077.71 HMRC – VAT Refund for 2009/10
£1989.00 War Memorials Trust – Grant for refurbishment of the Memorial

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46.24 Approval of Accounts for 2009/10

To approve the 2009/10 accounts, having been internally audited, prior to submission to the Audit Commission for External Audit.

46.25 Memorial Benches

To agree the way forward with regard to the installation of the Village Society's bench and review the arrangements for future orders.

To agree the exclusion of the public and press for the consideration of the following items (numbered 10/46.26 and 10/47) for the reasons set out in Part 1, Schedule 12(A) of the Local Government Act 1972.

46.26 Approval of Overtime Payments for the Groundsmen

To approve payment of overtime following the end of year timesheets.

10/47

OAK MEADOW

- To confirm arrangements for completion on 18 June 2010
- Insurance – confirmation of cover for Oak Meadow and arrangements needed for water areas.
- Planning – update on pre-application advice process regarding changes of use.
- Amenity Space Working Party – update on recent meeting and change of arrangements from Committee to Working Party.

10/48

CIRCULATION AND CORRESPONDENCE

Contents list attached to agenda.

10/49

MEETINGS AND TRAINING

Details of any other upcoming meetings or training, or feedback from those attended in the last month.

- BALC Annual Meeting – held 3 June 2010 – feedback
- Braintree District Local Strategic Partnership Annual Assembly – to be held 30 June 2010. Representative: Cllr Phillips.

10/50

DATE OF NEXT MEETING

The next **Parish Council** meeting will be held on: **Monday 5 July 2010**. Please send items for the agenda to the Clerk by Thursday 24 June 2010, at the latest.

10/51

CLOSURE



**Mrs Philippa Potter
Clerk to the Council
7 June 2010**

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