



RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Philippa Potter
20 Gore Lane, Rayne, Braintree, Essex CM77 6TU
Tel: (01376) 552489
clerk@rayne-essex.gov.uk
www.rayne-essex.gov.uk

The Annual Parish Council Meeting of Rayne Parish Council, will be held on

Tuesday 4 May 2010

in the Old School Room, Shalford Road, commencing at **7:30pm** for the purpose of transacting the following business:

AGENDA

- 10/18 ELECTION OF CHAIR**
To elect the Chair for the forthcoming year and to receive a signed Declaration of Acceptance of Office.
- 18.1 ELECTION OF VICE-CHAIR**
To elect the Vice-Chair for the forthcoming year.
- 10/19 APOLOGIES FOR ABSENCE**
Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.
- 10/20 CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 6 APRIL 2010**
To agree and sign the minutes.
- 10/21 DECLARATION OF INTERESTS**
- 21.1** 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.
- 21.2 UPDATE OF REGISTER OF INTERESTS FORM**
Councillors to either update their form with any changes or sign to say no changes have taken place since the current form was completed and signed
- 10/22 POLICING ISSUES**
To discuss any relevant issues with Police representatives.
- 10/23 PUBLIC FORUM**
Opportunity for parishioners to raise issues of mutual interest, or to question Councillors.
- 10/24 ADMINISTRATION**
- 24.1 Clerk's Report**
To receive the Clerk's Report on actions undertaken since the last meeting and to note actions still outstanding.
- 24.2 Parish Councillor Committee Membership and Responsibilities**

Calor Essex Village of the Year 2006

Calor Village of the Year National ICT Winner 2007

Parish Office:

Community Information Point, rear of Rayne Village Hall, Gore Road, Rayne

Open: Monday & Thursday 9:30 am – 12:00 noon



To review the current membership and responsibilities.

24.3 Standing Orders

To receive an updated copy of the Standing Orders following the recent amendment.

10/25 **BDC MATTERS**

25.1 Planning Applications

- 10/00522/PLD: 7 Station Road – Certificate of lawfulness for proposed development – conversion of existing integral garage to habitable living space.

25.2 Planning Committee

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

- 10/00423/FUL: The Commons – Erection of entrance gates. It was agreed to make no comment on this application.
- The date of the next Planning Committee will be held on Monday 17 May 2010, if needed.

25.3 Planning Results

The following application was Granted:

- 10/00056/TPOCON: 5 The Street – Carry out works to trees – reduce height, fell one tree, remove stump and remove 5ft from top of hedge.

10/26 **ROADS, TRANSPORT AND PUBLIC SAFETY**

26.1 Street Lighting

To report any lights currently out of action.

10/27 **RAYNE'S ENVIRONMENT**

27.1 Village Hall Matters

- To discuss any issues regarding the village hall and playing field.
- To take any update on the Parish Council's presence at the Rayne Village Fete on Sunday 6 June 2-5pm.

10/28 **FINANCE**

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

28.1	£	365.88	Clerk Salary (Apr10)
28.2	£	325.57	Groundsman 1 Salary (Apr10)
28.3	£	327.17	Groundsman 2 Salary (Apr10)
28.4	£	20.56	Acumen Wages Service (Apr10)
28.5	£	37.89	A&J Lighting Solutions – Maintenance
28.6	£	93.88	A&J Lighting Solutions – Repair
28.7	£	85.38	Street Lighting Electricity
28.8	£	390.00	F A Jiggins & Son – Consumables*
28.9	£	60.00	Old Schoolroom Hire Jan-Apr 2010
28.10	£	116.08	Clerk Expenses – Annual Report Costs
28.11	£	12457.37	Chelmsford Grass Machinery – New Grass Mower et al
<u>Total: £14279.78</u>			<i>*Consumables: matting, cement, ballast, shingle, timber, fuel, gas oil</i>

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

Parish Office:

Community Information Point, rear of Rayne Village Hall, Gore Road, Rayne

Open: Monday & Thursday 9:30 am – 12:00 noon



28.12 To note the following payments that were made between meetings due to time constraints – these were agreed at the April 2010 meeting as detailed in the minutes:

28.11.1:	£450.00	Holmes and Hills – S106 Deed Variation
28.11.2:	£582.37	E W Mowers Ltd – Scag Tiger Cub Service
28.11.3:	£ 58.16	E W Mowers Ltd – Hedgecutter Service

28.13 To note that the following monies were received:

£15631.00	BDC 1 st Precept Instalment
£ 3975.00	BDC Parish Support Grant
£ 2720.00	BDC Street Scene Payment for 2010/11

10/29 Parish Council Insurance Renewal

To discuss issues and agree the renewal of the policy.

10/30 Memorial Benches

To discuss whether the price needs to be increased to cover installation costs and purchase of the bench.

10/31 Purchase of Litter Bin for Welsh Princess Bus Stop

To agree the purchase of the above, as allowed for in the 2010/11 budget.

To agree the exclusion of the public and press for the consideration of the following item (numbered 10/32) for the reasons set out in Part 1, Schedule 12(A) of the Local Government Act 1972.

10/32 OAK MEADOW

- To agree the terms of the contract.
- To note the latest arrangements for legal and financial matters.
- Amenity Space Committee – update.
- Bike Track – to discuss the issues surrounding this.

10/33 CIRCULATION AND CORRESPONDENCE

Contents list attached to agenda.

10/34 MEETINGS AND TRAINING

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

- 24 May – Annual Parish Assembly, 7.30pm in the OSR

10/35 DATE OF NEXT MEETING

The next **Parish Council** meeting will be held on: **Monday 14 June 2010**. Please send items for the agenda to the Clerk by Thursday 3 June 2010 at the latest.

10/36 CLOSURE



Mrs Philippa Potter
Clerk to the Council
26 April 2010

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

Parish Office:

Community Information Point, rear of Rayne Village Hall, Gore Road, Rayne
Open: Monday & Thursday 9:30 am – 12:00 noon

