



- ✍ Theft of telephone cable was reported on the same day as the above.
  - ✍ There were 29 incidents in total in Rayne, of these, 7 resulted in a crime report.
  - ✍ An incident in August at a property on Dunmow Road was briefly discussed.
  - ✍ Parking problems at the Shalford Road/Capel Road junction were discussed.
  - ✍ Speeding vehicles – one was reported and is being followed up.
- The Council thanked PC Brooksbank for attending the meeting.

08/99

**ADMINISTRATION****99.1 Clerk's Report**

The Clerk's Report was received and actions undertaken or outstanding were noted. The Clerk expanded on some of the entries as follows:

- ✍ Village of the Year gateway signs: The size of the signs would be 1.3 long, however, clarification needs to be sought with regard to conflicting information from ECC Highways regarding permission to undertake this. It was Proposed Cllr Jiggins, Seconded Cllr West and unanimously agreed to go ahead with requesting a quote for the sign.
- ✍ Mirror on Pods Lane junction: ECC Highways have written to explain why this is not possible. Clerk to write back to ask if there are there any other road safety measures they could suggest to help prevent an accident at this junction.
- ✍ Hedge at Swan Pub along Shalford Road. Clerk to write to the brewery to ask for this to be cut back and lowered. Also to write to EDF regarding concerns that trees are growing into the power lines.

**99.2 Parish Council Action Plan**

Cllr Phillips briefly ran through the existing and updated entries to the Action Plan. Actions from the Parish Plan will then be added to this document to create a unified plan.

All Councillors were asked to read through the Plan and make comments to Cllr Phillips. Cllr Bulkeley agreed to circulate the Parish Plan Action Plan for Councillors to comment on and this will be brought back to the next meeting. A follow up questionnaire to take the Parish Plan forward was discussed for next year.

**99.3 Health and Safety Policy**

Cllr Doré had circulated the latest draft of the policy to Councillors. The policy needs to be approved and a Councillor nominated to be responsible for the annual review and updating. Cllr Doré was nominated as the designated councillor.

Councillors were asked for any final comments before the Policy is completed and brought back to the next meeting for adoption.

**99.4 BDC Emergency Planning Information**

Cllr Ian MacNee consented to remain as the nominated Councillor for contact with BDC in the event of an emergency. Clerk will confirm this to BDC.

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**08/100 BDC MATTERS****100.1 Planning Applications**

- ✍ 08/01747/FUL: 25 Brunwin Road – Erection of first floor extension and re-building of rear part of garage into a family room. It was Proposed Cllr MacNee and Seconded Cllr Doré and unanimously Resolved to support this application.

**100.2 Rayne Parish Council Planning Committee**

- ✍ Date of next meeting: 20 October 2008, if needed.

**100.3 Planning Results**

The following application was WITHDRAWN:

- ✍ 08/01473/FUL: 1 Fairview Villas, School Road – Change of use of pasture/grazing land to garden and erection of cart lodge for storage of garden machinery.

This was noted by Councillors.

**08/101 ROADS AND PUBLIC SAFETY****101.1 Street Lighting**

Cllr MacNee reported the lights at 6 Vaughan Close, 8 Brunwin Road, 1 Smiths Field, 15 Shalford Road. One of the bollard lights in The Street/Phillips Close footpath is damaged. The Clerk will request the maintenance company to repair it.

**101.2 Road Names for the Foundry Site**

Councillors agreed to put forward the following suggestions for the road names within the Foundry Site:

- ✍ Foundry Way (for the road off The Street). This is to convey the historic site of the Foundry.
- ✍ Old Challis Rise (for the road off Brunwin Road) Mr Challis was the instigator of the Foundry, so it would be fitting to remember him this way. Councillors have suggested 'Old' to differentiate from Challis Road in Braintree, and 'Rise' as the road rises into the development.

These suggestions will be put to Knight Developments, as requested.

**101.3 Pavements**

It was agreed to request a site visit with Matthew Reeve of ECC Highways to discuss the repair of pavements in various locations within the village. Clerk to arrange.

**08/102 RAYNE'S ENVIRONMENT****102.1 Village Hall Matters**

- ✍ Cllr West reported that a soak away has been put in at the edge of the field to help prevent flooding.
- ✍ CIP/Office Storage Room – it was agreed that Cllrs Bulkeley and Rawlings together with the Clerk will put suggestions and costings to the precept meeting for shelving and storage. This issue will also be discussed at the next Liaison meeting.
- ✍ The date for the next Liaison Meeting was agreed as Monday 10 November in the CIP.

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**102.2 Foundry Site – Sewerage Works**

It was agreed to write a further letter to Anglian Water concentrating on the quality of the pipes and their state of repair to ensure that the extra capacity is met. Cllr Rawlings will also liaise with District Councillor Banthorpe to pursue the issue with BDC. Cllrs Rawlings and Banthorpe were thanked for their help with this issue. (Cllr Shepherd left the meeting during this item, at 9.10pm due to feeling unwell).

**102.3 Memorial Benches**

Cllr Doré circulated his report and proposals for the benches. The issues and options were discussed and it was Proposed Cllr West, Seconded Cllr Bulkeley and unanimously Resolved to offer the Georgian Bench at a total price of £800, to be reviewed annually. This price includes the bench, bronze plaque and a 10 year guarantee of maintenance and upkeep (subject to conditions). Terms and conditions will be supplied to the purchaser prior to ordering and a certificate of ownership will be provided once the bench is in place. The Parish Council will now need to liaise with the various sports clubs with regard to locations around the Playing Field. The scheme will be publicised once all details are finalised.

**102.4 Rayne Hall Farm Barns**

Work has commenced on both barns and is being monitored. The Clerk will write to BDC Enforcement to thank them for their help on this issue.

**102.5 Churchyard Extension**

Cllr Phillips updated Councillors with details of the recent meeting with the PCC and confirmed that good progress is being made. A further meeting is to be arranged.

**08/103****FINANCE**

It was Proposed Cllr Doré, Seconded Cllr Bamford and unanimously Resolved to make the following payments:

103.1	£348.44	Mrs Potter – Clerks Salary
103.2	£306.80	Andrew Vodden – Assistant Groundsman Salary
103.3	£306.80	Philip Monk – Assistant Groundsman Salary
103.4	£ 19.39	Acumen – Wages Services (Sept)
103.5	£ 37.89	A&J Lighting Solutions - Lighting (Sept)
103.6	£309.92	F A Jiggins & Son
103.7	£ 57.55	Expenses – Cllr Phillips
103.8	£337.85	CGM Groundcare
103.9	£135.13	Sign Studios
103.10	£ 32.00	EALC – Budget & Precept Course – Clerk
103.11	£135.00	C P Gilder – tractor repairs
103.12	£ 55.00	CIP/Office Hire (August)
103.13	£217.00	CIP Toilet Opening (August)
103.14	£ 55.00	CIP/Office Hire (September)
103.15	£ 4.94	Ernest Doe
103.16	£ 59.16	BT Telephone Bill (paid for by d/d)
103.17	£ 3.52	Expenses – Andrew Vodden
103.18	£225.15	Clerk Training Reimbursement (hours)
103.19	£ 56.35	Clerk Training Reimbursement (travel)

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**08/104 Items for Consideration at Precept**

Items to be put forward for inclusion for the Precept (meeting to be held 24 November 2008) – suggestions included:

- ✍ CIP Toilets – holiday provision to be budgeted separately
  - ✍ Litter bins - replacement for the Barrack Yard bin proposed. Clerk to look into the insurance position for this in the first instance.
  - ✍ Litter bin by village sign.
  - ✍ Bus shelter by the village sign.
  - ✍ Storage system in the CIP
  - ✍ Tree surgery
  - ✍ H&S equipment and clothing for the Groundsmen
  - ✍ Smaller mower – possible purchase
  - ✍ Oak Meadow fund to be reviewed
  - ✍ P3 fund to be reviewed
  - ✍ Training – Clerk, Councillors, Groundsmen
- The details will be discussed at the Precept meeting.  
(Cllr Giles left the meeting during this item)

**08/105 MEETINGS / SEMINARS / CONSULTATIONS****105.1 Circulation Folder**

Cllr Phillips read out relevant and interesting items received.

**105.2 Health Issues**

Nothing to report at this meeting.

**105.3 Meetings and Training**

- ✍ Councillor Training – details of EALC Courses for 2008 and 2009 were circulated to Councillors, who were asked to inform the Clerk of any courses they may be interested in.
- ✍ The EALC Budget & Precept course was attended by the Clerk on 30 September 2008 –this was reported as being extremely useful.

**08/106 DATE OF NEXT MEETING**

The next Parish Council meeting will be held on: **Monday, 3 November 2008**, at 7.30pm in the Old Schoolroom, Shalford Road.

Items for the agenda to the Clerk by Monday 20 October 2008 at the latest.

**08/107 CLOSURE**

The meeting closed at 10pm.

Signed ..... Chairman

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