

RAYLEIGH TOWN COUNCIL
MINUTES OF TOWN COUNCIL MEETING
held on 8th April 2019 at 7.30pm
at the Pavilion, King George V Playing Field, Rayleigh

PRESENT

Chairman: Cllr J Lawmon

Councillors: Mrs C Callis, R Dowell (left at 8.30pm), Mrs J Lumley, Mrs D Mercer, R Milne, J Newport, Mrs C Roe, B Smart, Mrs J Sawford, Mrs M Spencer, D Sperring, C Stanley, I Ward

In attendance: Mrs K Cumberland, Town Clerk

Invited Visitor: Mr Andy Parkman, RDC's Community Safety Officer (left at 8.30pm).

Public: 5 members (2 left at 8.30pm and 3 left at 8.35pm)

132 CHAIRMAN'S ANNOUNCEMENTS

The Chairman informed members of events that he, the Vice-Chairman and other Councillors have attended since the last Town Council meeting.

Members noted that it would not be possible to conduct an audio recording of the meeting this evening in the normal manner due to internet problems.

133 DECLARATION OF MEMBER'S INTERESTS

Cllrs Mrs J Lumley, R Milne, Mrs C Roe, D Sperring and C Stanley I Ward declared a non-pecuniary interest in matters relating to RDC by virtue of being members of that Council.

Cllr Mrs J Lumley declared non-pecuniary interests in matters relating to ECC by virtue of being a member of that Council and for Edward Francis Primary School as the Chair of Governors.

Cllr Mrs J Sawford declared a non-pecuniary interest in the Megacentre as an employee.

134 APOLOGIES FOR ABSENCE

Apologies received from Cllrs E Dray, L Jeffery, R Shorter, Mrs C Pavelin, T Wallis, J Burton, R Oatham, R Dray and C Lumley.

135 COMMUNITY SAFETY

The Chairman welcomed RDC's Community Safety Officer, Mr Andy Parkman to the meeting.

135.1 Community Safety, Private Security and Police

Mr Parkman confirmed that he had received Cllr J Lawmon's report, which outlines an initiative for the Town Council to set up its own Community Safety Working Group.

All noted that the Joint Community Safety Partnership Steering Group (for Rochford District and Castle Point CSP) has agreed to extend membership of the Steering Group to Town Councils of

both authorities ie Rayleigh and Canvey Town Councils. Rochford District Council will also extend this to the Parish Councils. The invitation would be open to one nominated lead from both Town Councils and one nominated lead representing Parish Councils.

Mr Parkman explained that the CSP uses police data in its strategic assessment in order to decide on its main priorities, which tie in with the PFCC plan and are approved by the PFCC. The PFCC grant for 2018/19 was £12,500 for Rochford and Castle Point. Last year the priorities (which are not expected to change) were:

Violence Against the Person
Burglary/Acquisitive Crime
Anti-social behaviour
Protecting Vulnerable People

Mr Parkman advised that police stats for anti-social behaviour are only available at District level, however, crime data is available per Ward. The CSP has statutory members including the police, local authorities and the youth service. Mr Parkman stated that membership on the CSP is a good option for the Town Council but expressed concerns about how the Town Council's own Community Safety Working Group could operate alongside it. All agreed that the Town Council's priorities would differ from the broad subjects which are dealt with by the CSP. The Town Council could gather information to feed to the CSP and to seek advice in order to channel concerns to the appropriate agencies. Mr Parkman was uncertain at this stage whether he would be able to commit his attendance at a Town Council Community Safety Working Group but would help where he can.

In response to a question about the Town Council's future engagement of private security services, Mr Parkman advised that he supports this initiative if it is targeted at specific issues eg for events and in the run up to Christmas. Private security provides a presence which fills a gap in visible policing. Mr Parkman confirmed that the police would only allow full funding of a PCSO by a Town Council, not part funding.

It was noted that the Town Council's budget for Community Safety is a total of £21,300 (£1,000 from KGV and £19,300 from Environment Committees). There is a further £2,000 set aside for expenses of Community Special Constables, however, there has been no success with recruitment to date and Mr Parkman advised that this is due to potential candidates not wanting to do community policing or to work where they live. There has also been issues with the vetting process.

Cllr J Lawmon proposed that the Town Council sets up a new Community Safety Working Group to report directly to the Full Council. Seconded by Cllr J Newport. All voted in favour.

Cllr Mrs C Roe proposed and Cllr Mrs M Spencer seconded that the Community Safety budgets should be transferred to the new Working Group. All agreed.

It was noted that the CSP will not meet until after May 2019, therefore the Town Council could appoint its new Working Group members and CSP rep at the next Full Council meeting on 7th May 2019. It was agreed that the new Working Group would deal with all aspects of anti-social behaviour, crime and disorder for the whole of Rayleigh (not only the town centre) and could invite representatives from other organisations to meetings as appropriate. The Working Group would also consider the possible engagement of private security services.

Members received a newsletter from Essex Police. Cllr I Ward provided a verbal report of the PFCC presentation at a Rochford District Council meeting, which was held on 28th March 2019.

Cllr I Ward reported that both the PFCC and District Commander Chief Inspector Glen Westley agreed that the ideal police officer is able to gather intelligence in a dedicated area and is committed to work in that area, unless there is a serious emergency elsewhere. An additional 150 front line officers have been appointed for Essex with another 300 on the way. Rayleigh is expected to be allocated another 2 police officers. It was noted that the increase in police officers for Community Policing Teams has been possible by the uplift in the Essex Police part of the precept.

Cllr I Ward reported that the Chamber of Trade's WhatsApp Trader's Link allows local businesses to share information and photos of criminals, however, the local police Sergeant has previously reported to the Town Council that police officers are unable to access it. The PFCC and District Commander Chief Inspector Glen Westley agreed to explore the use of the App by police officers. It was agreed to ask the Chamber of Trade at its next meeting whether this App can be used by all local businesses, including those outside the town centre at Hambro, The Chase and The Grange etc.

RESOLVED to:

- (i) set up new Community Safety Working Group, which would report to the Full Council, to consider all aspects of anti-social behaviour, crime and disorder in the whole of Rayleigh. The Working Group would also consider the possible engagement of private security.
- (ii) finalise membership of the new Working Group at next Full Council meeting in May 2019
- (iii) transfer budgets for Community Safety from Env and KGV Committees to new Working Group
- (iv) for the Full Council to select a member at the next Full Council meeting in May 2019 to represent the Town Council on the CSP.
- (v) to discuss the Chamber of Trade WhatsApp Traders Link at the next Chamber's meeting.

135.2 Crucial Crew

Mr Parkman advised that some of the subjects are likely to be changed to matters such as knife crime, gangs, and child exploitation. Feedback from children who had attended previous sessions is that they want these to be more interactive. The Basildon Crucial Crew conducted 3 x 25 minute sessions on gangs, knives and healthy relationships.

Mr Parkman is currently discussing Crucial Crew with schools with a plan to hold the next session in the new year. A 'Walk the Line' session is being delivered to all primary and senior schools this summer. Mr Parkman noted members comments about the importance of including sessions on railway safety and agreed to discuss this with the schools.

RESOLVED for Mr Parkman to keep the Town Council informed of progress

135.3 Homeless/Beggars in Town Centre

In response to a member's question, Mr Parkman advised that a Community Protection Notice has been issued by RDC for one of the beggars in the town centre. The police are able to take action under the criminal courts, however, the criminal courts do not like dealing with beggars. Mr Parkman is discussing the possibility of issuing a Civil Injunction with the Police Anti-Social Behaviour officer and RDC. Mr Parkman needs witness statements from 3 or 4 people to prove begging is occurring.

RESOLVED for Mr Parkman to keep the Town Council informed of progress.

136 PUBLIC FORUM

A member of the public informed the meeting that the Rayleigh Residents Association was set up in July 2019 and has 1,900 members. The Association is concerned about anti-social behaviour matters in Rayleigh. He advised that he is pleased that Cllr J Lawmon's initiative for a Town Council Community Safety Working Group has been approved by the Full Council and thanked members for their consideration of this matter.

The Association has no formal mechanism for engaging with the police and would like to report its concerns to the Town Council. It is important that the Town Council's new Community Safety Working Group focuses its attention on the whole of Rayleigh and deals with specific issues that affect the town.

137 MINUTES OF TOWN COUNCIL MEETING

RESOLVED to sign the minutes of the Town Council meeting that was held on 25th February 2019.

138 MINUTES OF COMMITTEE MEETINGS

Members were reminded to appoint substitutes if they have to give apologies for Committee meetings. Substitutes and non-Committee members attending meetings should inform the office in advance of the meeting in order to ensure that there is sufficient time to receive and consider attachments to agendas.

138.1 Planning Committee held on 11th March 2019 and 1st April 2019

RESOLVED that the recommendations in the minutes of the Planning Committee meetings held on 11th March 2019 and 1st April 2019 be approved and the minutes be accepted as a correct record.

138.2 Environment Committee held on 4th March 2019

Minute no 191.1 - Cllr B Smart reported that the lights at the zebra crossing at Hambro Parade have not been replaced, which is contrary to the assurances given by ECC at the time of this Environment Committee meeting.

RESOLVED that (i) this information is noted and (ii) the recommendations in the minutes of the Environment Committee meeting held on 4th March 2019 be approved and the minutes be accepted as a correct record.

138.3 King George V Playing Field Committee held on 18th March 2019

RESOLVED that the recommendations in the minutes of the King George V Playing Field Committee meeting held on 18th March 2019 be approved and the minutes be accepted as a correct record.

138.4 Policy & Finance Committee held on 25th March 2019

RESOLVED that the recommendations in the minutes of the Policy & Finance Committee meeting held on 25th March 2019 be approved and the minutes be accepted as a correct record.

139 SUB-COMMITTEE AND WORKING GROUP MEETINGS

139.1 Rayleigh Area Action Plan meeting held on 6th March 2019

Members received information from ECC following this meeting.

RESOLVED (i) that this information is noted and (ii) to approve the minutes as a correct record of the meeting held on 6th March 2019.

139.2 Allotments Sub-Committee meeting held on 11th March 2019

Members considered three quotes received for repair or replacement fencing at the Grove Road Allotment site. Cllr D Sperring advised members that it is necessary to replace the chain link fencing with palisade for improved strength. It was agreed to accept the lowest quote of £708.33 and to confirm that the posts would be concreted in.

RESOLVED (i) to accept the lowest quote to replace the chain link fencing with palisade and to ensure that the posts are concreted in and (ii) to approve the minutes as a correct record of the meeting held on 11th March 2019.

139.3 Remembrance Day meeting held on 1st April 2019

Cllr D Sperring and the Town Clerk attended a British Legion Branch meeting on 1st April 2019 and reported that the Branch had discussed a proposal to allow the wreath laying service to be conducted at the same time as the Church service, in order to be in line with normal military procedures. The Branch had been advised by the Town Council that dignitaries could not be in two places at the same time and would have to make a decision on which service to attend. Rev'd Oxtoby had advised that, those attending the Church service could lay their wreaths within the Church.

It was noted that changes could affect the timings on the road closure application, which has already been submitted to RDC. The Branch agreed to make a final decision at its next meeting, which is on 13th May 2019.

Cllr D Sperring advised that he has grave concerns about the organisation by the Branch of this year's event and had informed the Branch that the Town Council cannot be committed to expenditure on the road closure in future years, due to potential changes in the Town Council's administration and budgets constraints.

It was agreed that Cllr D Sperring and the Town Clerk should attend future Branch meetings.

RESOLVED (i) that this information is noted and (ii) for Cllr D Sperring and Town Clerk to attend future Branch meetings.

139.4 Standing Orders Sub-Committee meeting held on 3rd April 2019

RESOLVED that the recommendations in the minutes of the Standing Orders Sub-Committee meeting held on 3rd April 2019 be approved and the minutes be accepted as a correct record.

140 MEMBERSHIP OF COMMITTEES/SUB-COMMITTEES/WORKING GROUPS & TOWN COUNCIL REPRESENTATIVES.

Members agreed that the review of the membership of Committees, Sub-Committees and Working Groups and the appointment of representatives to attend meetings of other organisations for the next municipal year will be conducted by the Council Chairman, Vice-Chairman and Committee Chairmen.

Members agreed to dissolve the Working Groups for CCTV, Remembrance Day and Crown Hill Public Toilets and noted that these could be reintroduced as required.

Members agreed to set up two new Working Groups:

Town Council Awards - The Working Group would meet once per year and membership is Council and Committee Chairmen and a representative from each of the other political groups.

Community Safety – The membership of this Working Group would be decided at the next Full Council meeting in May 2019.

Members considered a suggestion to transfer additional responsibilities to the Planning Committee, due to the low number of applications being considered at each meeting. The Chairman of the Planning Committee informed members that this Committee needs to have membership from each of the Town Council Wards, however, it was noted that two of the Wards have only one member who may not wish to be a member of the Planning Committee.

Cllr Mrs J Lumley proposed and Cllr J Newport seconded that the Planning Committee could deal with Highways and Rangers matters, in order to relieve the Environment Committee of some of its heavy workload. 7 members voted in favour, 2 against and 4 abstained.

RESOLVED to make changes to Working Groups and Planning Committee as specified.

141 ANNUAL TOWN MEETING

Members noted that the recipients of Town Council awards have been selected and notified. Awards will be presented at the Annual Town Meeting at Sweyne Park School on Wednesday 24th April 2019 from 7.30pm. Mr Jamie Sawtell, Chief Executive Officer of the Megacentre will be the guest speaker to mark the Megacentre's 25th anniversary. Cllr Bob Milne has agreed to provide and operate the projector to show photos and film of the award winners. The Annual Statement is in the process of being prepared and will be approved by Council and Committee Chairmen.

RESOLVED that this information is noted.

142 ST GEORGE'S DAY

Members noted that pupils from Edward Francis Primary School will attend the raising of the St George's Day flag at the Pavilion on Tuesday 23rd April 2019. The FitzWimarc Chamber Players have agreed to provide music at the event.

RESOLVED that this information is noted.

143 TOWN COUNCIL'S PRIMARY SCHOOL'S GENERAL KNOWLEDGE QUIZ

Members noted that the final of the Schools General Knowledge Quiz was held on 1st April 2019. Edward Francis Primary School were the winners and a best pupil was selected from Grove Wood Primary School. The presentation of the Town Council's trophies and a prize of £100 to the winning school, that has been donated by the Chamber of Trade, will be conducted at the Annual Town Meeting.

Members thanked Cllr B Smart for organising another very successful Quiz.

RESOLVED that this information is noted.

144 ANNUAL CIVIC SERVICE

Members noted that the Town Council's annual Civic Service will be held at Holy Trinity Church at 3.00pm on Sunday 7th July 2019.

RESOLVED that this information is noted.

145 ROCHFORD DISTRICT COUNCIL

145.1 Elections

Members noted that RDC will be holding elections in the following Wards this year on Thursday 2nd May:

Downhall and Rawreth
Lodge
Sweyne Park and Grange
Trinity
Wheatley

Members were reminded of the advice on Purdah and noted that the Town Council's Standing Orders state:

During the Purdah period in the run up to elections a quote must be sought from the Town Clerk rather than from a member. In the rare case that a major incident occurs during Purdah and the Town Clerk and Council Chairman agree that a member should provide a statement, a joint statement from group leaders will be issued. If this cannot be agreed by members the Town Clerk will issue the statement.

Members noted that, following a member of the library's staff asking a Town Councillor to leave the Town Council's Councillor Surgery on Saturday 6th April due to Purdah, RDC's Monitoring Officer has since confirmed that Purdah does not apply to Town Councillors as they are not standing in elections this year. The Town Clerk has sent an email to Essex County Council for clarification of their interpretation of the Purdah rules. Cllr Mrs J Lumley will also seek advice from ECC.

RESOLVED to pursue a response from ECC.

145.2 Town Centre Businesses

Members noted that, following the presentation by RDC officers at the Full Council meeting held on 25th February 2019, RDC's Regeneration Officer, Mr Kudla, has advised that he would like to arrange a Workshop to discuss the future of Rayleigh town centre. Members were invited to express an interest in being involved in the Workshop.

RESOLVED to advise the Town Clerk if members wish to participate in RDC's proposed Workshop.

146 CHAMBER OF TRADE

Members noted that the next meeting of the Chamber of Trade is on Monday 15th April 2019 at 5.30pm at Marco's Bar.

RESOLVED that this information is noted.

147 ROCHFORD HUNDRED ASSOCIATION OF LOCAL COUNCILS

Members noted that the next meeting of the RHALC is on Thursday 18th April 2019 at 7.30pm at the Rochford Parish Council offices.

RESOLVED that this information is noted.

148 ESSEX COUNTY COUNCIL'S COMMUNITY INITIATIVES FUND

148.1 Year 2018/2019

Members noted that ECC has declined the Town Council's application for funding for noticeboards and pathways at allotment sites. It was agreed to fund these items in the current financial year.

RESOLVED to fund the items specified on the CIF application in this financial year.

148.2 Year 2019/2020

Members received notification that a new Community Initiatives Fund was launched on 1st April 2019, which will be administered by the EALC. The EALC has arranged a Briefing session on 3rd May 2019. Members agreed that the CIF application should include the possible extension of the KGV play area and skatepark.

RESOLVED (i) to attend EALC Briefing session and (ii) to submit an application for the possible extension of the KGV play area and skate park.

149 ESSEX ASSOCIATION OF LOCAL COUNCILS

Members received a letter and information from the EALC regarding the affiliation fee for 2019/20 of £2,359.66 and noted that this is a small increase on last year.

RESOLVED to pay the EALC/NALC affiliation fee.

150 FRIENDS OF HISTORIC ESSEX

Members received a letter and leaflet from the Friends of Historic Essex and agreed to pay the £12 subscription fee for 2019/20.

RESOLVED to continue to subscribe to the Friends of Historic Essex.

151 EXCLUSION OF PRESS AND PUBLIC

RESOLVED that, in accordance with s.1 of the Public Bodies (Admission to meetings) Act 1960, in view of the nature of the business to be discussed, it was in the opinion of the Council advisable that the public and press be excluded.

152 PERSONNEL SUB-COMMITTEE MEETING

Members noted that there will be a meeting of the Personnel Sub-Committee on Wednesday 17th April 2019 at 10.30am. Cllr B Smart gave his apologies for this meeting.

RESOLVED that this information of noted.

The meeting closed at 9.20pm

Chairman

Signature..... Date.....

