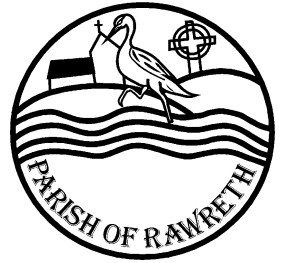


# RAWRETH PARISH COUNCIL



**Clerk to the Council:** Mrs. H. L. Bloomfield,  
Rawreth Parish Council, PO Box 2206 Rayleigh Essex SS6 0DS  
Telephone 07773 952455 Email: [clerk@rawrethparishcouncil.co.uk](mailto:clerk@rawrethparishcouncil.co.uk)

**5<sup>th</sup> May 2026**

Notice is hereby given that the Annual Meeting of Rawreth Parish Council will take place on Wednesday 13<sup>th</sup> May 2026 at Battlesbridge Free Church Hawk Hill Battlesbridge SS11 7RE at 7.00 pm, when it is proposed to transact the following business. All Meetings of Rawreth Parish Council will be recorded in audio/video in addition to written Minutes being taken, the recordings will be stored by the Clerk until the Minutes are approved and signed by the Council at their next Meeting, after which the recording will be deleted unless required for future reference.

## AGENDA

1. TO ELECT A CHAIRMAN FOR THE ENSUING YEAR
2. NEWLY ELECTED CHAIRMAN TO SIGN A DECLARATION OF ACCEPTANCE OF OFFICE.
3. TO RECEIVE APOLOGIES FOR ABSENCE
4. ELECTED COUNCILLORS TO SIGN A DECLARATION OF ACCEPTANCE OF OFFICE
5. TO APPOINT A VICE CHAIRMAN
6. TO RECEIVE DECLARATIONS OF INTEREST. Any Member declaring a Prejudicial Interest in an item will be able to address the meeting during the Public Participation Session only and in accordance with the Code of Conduct 2020 they must leave the meeting once they have made their representation, answered questions and or given evidence, they must also leave the meeting at the start of the item they have declared an interest in.
7. TO APPROVE MINUTES OF LAST MEETING. Approve the Minutes of the Meeting held on 1<sup>st</sup> April 2026.
8. MATTERS FOR INFORMATION ONLY. (updates from previous minutes)
9. MATTERS TO NOTE ONLY ( FROM PREVIOUS AGENDAS) THESE MATTERS WILL BE PLACED ON FORTHCOMING AGENDA'S FOR DISCUSSION WHEN RELEVANT UPDATES, INFORMATION AND REPLIES ARE RECEIVED FROM THE REQUIRED SOURCES.
  - a. Members to discuss renew and adopt where necessary Council statements, Policies and Regulations. (Clerk to circulate to Members prior to Meetings) including, Strategic Plan and Community Engagement.
  - b. Beeches Road/Watery Lane Road Safety Concerns. (All Members, the Clerk and other LGA and Agencies to report)
  - c. Special Planning Guidance (SPG). (Clerk circulated to Members, Cllr Belton to take the lead on this matter and all Members to report to the Cllr Belton)
  - d. Council Information Leaflet. ( Cllr Belton circulated to Members, all Members to report to Cllr Belton)
  - e. Updates regarding flooding in the Parish. (Update regarding Rawreth Brook circulated to Members and posted on FB)
  - f. Essex Police, Parking/Abandoned Vehicles and Road safety issues and concerns in the Parish.
  - g. Community Events and Engagement.

10. PUBLIC PARTICIPATION- (Meetings of the Parish Council are not public meetings but members of the public have a statutory right and are always welcome to attend as observers, there is no legal right to speak unless authorised to do so by the Parish Council Chairman) Council to hear only questions raised by Members of the Public in writing to the Clerk 24 hours prior to the Meeting with respect to items on the Agenda and other matters that are of mutual interest or concern. The Council will hear first from Councillors with prejudicial interests who must leave the room immediately after they have made the representation, answered questions and or given evidence.

- a. Questions raised regarding various matters Wolsey Park (circulated prior to the Meeting)
- b. Question raised regarding road safety A1245 (circulated prior to the Meeting)

11. VILLAGE REPORT- To receive details of concerns or items worthy of note around the Parish.

12. DISTRICT AND COUNTY COUNCILLORS WRITTEN REPORTS (Received 24 hours prior to the Meeting) - To note written reports only, received prior to the Meeting detailing updates and items worthy of note regarding the Parish from the District and County Councillors.

13. FINANCE.

a. Online payments approved since the last meeting.

J APinkerton (May) £2100.00

J A Pinkerton (May) £1020.00

H L Bloomfield reimbursement of BT Broadband (Apr) £56.74

Unity Bank Charge (Apr) £7.00

Storage (May) £80.00

EALC & NALC Affiliation Fees £629.09

H L Bloomfield reimbursement of Ink £36.20

Battlesbridge Free Church (Apr) £30.00

Battlesbridge Free Church (May) £30.00

Vision ICT SSL Certificate £60.00

b. Members to discuss and agree payment of the Essex County Council Legal Services bill for £988.80 (inc VAT) dated 12<sup>th</sup> April 2026 relating to legal services in respect of vexatious complaints received by the Council in 2022 (advice and legal guidance was sought after consultation and recommendation from EALC and RDC in 2022, ECC Legal Services bill was not issued until April 2026)

c. Council to consider and approve the Insurance renewal of £875.58 (£850.64 25/26) from Clear Council for the 2026/2027 financial year. (subject to change if premium is revised due to Parish population size)

d. Updates and review regarding the opening a separate bank account for the Allotment Section 106 money with Redwood and the addition of signatures to the Unity Bank Account.

e. Council to note the Clerk has completed the Pension Regulator Re-Declaration, the next re-declaration will be due in 2029.

f. Council to consider any Grant Application requests that have been received in line with current LGA Statutes. When considering grants Council should consider if further evidence is required, such as accounts, anticipated expenditure and constitutions for organisations that are not registered charities before a final decision is made. Grant request received from SCAFT

14. GENERAL CORRESPONDENCE (to note).

15. ADOPTION OF POLICIES AND REGULATIONS. Council to discuss, review and adopt where necessary the following policies and regulations.

a. Vexatious Policy

b. Public Participation Policy

(circulated to Members prior to the Meeting)

16. DEVOLUTION, LOCAL GOVERNMENT REORGANISATION AND COMMUNITY GOVERNANCE REVIEW. Council to provide updates and discuss the proposed Devolution, Local Government Reorganisation plans, Community Asset Transfers and RDC's Community Governance Review.

17. PROPOSED NEW DEVELOPMENTS AND HOUSING TARGETS. Council to discuss and update residents regarding Public Consultations, Meetings, Proposed Development and related matters and provide any updates and information received from Rochford District Council and Developers.

18. EXISTING PARISH DEVELOPMENT UPDATES. Council to discuss updates and progression with regards to Development within the Parish that has already been agreed and given planning permission including proposals for the Fairglen Interchange, Countryside Properties Wolsey Park Development including the Section 106 Agreement for Allotments.

19. TO RECEIVE REPRESENTATIVES WRITTEN REPORTS OF MEETINGS ATTENDED OR MATTERS TO RAISE AT FORTHCOMING MEETINGS INCLUDING RHALC.

20. COMMUNITY GARDEN, PARISH OWNED LAND AND MAINTENANCE- To receive updates regarding the Community Garden, Parish owned land and Maintenance requirements in the Parish including maintenance of Laburnum Culvert and required upgrade works to the Community Garden. Members to discuss and agree purchasing a Parish Council Maintenance Vehicle.

21. COMMUNITY ENGAGEMENT AND EVENTS

22. TRAINING- Update on training courses available to Councillors and Clerk, and feedback from Councillor's who have attended training courses.

23. REINSTATEMENT OF FOOTPATHS/BRIDLE WAYS IN THE PARISH. Council to discuss any matters relating to footpaths and bridleways in the Parish.

24. PLANNING MATTERS- a) Council to consider any planning applications received prior to the Meeting which have not been dealt with under Delegated Power.

25. BLUE PLAQUE HERITAGE SCHEME- Council to discuss creating a Blue Plaque Heritage Scheme for Rawreth.

26. ITEMS FOR NEXT AGENDA. Including if necessary matters noted in item 9.

27. DATE & VENUE OF NEXT MEETING-

To confirm the date and time Wednesday 3<sup>rd</sup> June 2026 7.30pm at Battlesbridge Free Church Hawk Hill Battlesbridge SS11 7RE

Rawreth Parish Council operate a zero tolerance policy with regard to violence, abuse, aggression or threats made in person, over the telephone or in written communication, including on social media. The Parish Council considers threatening behaviour to be: Attempted or actual aggressive, threatening or physical actions made towards any Councillor or member of staff and the use of aggressive, threatening or abusive language, (including raising of the voice, swearing, shouting or in writing) which threatens or intimidates Councillors or Council Staff.

H L Bloomfield Clerk to Rawreth Parish Council