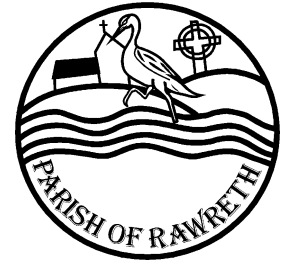


RAWRETH PARISH COUNCIL



MINUTES OF THE MEETING OF RAWRETH PARISH COUNCIL HELD ON 1st April 2026 AT 7.30pm AT BATTLESBRIDGE FREE CHURCH HAWK HILL BATTLESBRIDGE ESSEX SS11 7RE

Present:

Cllr. S Belton
Cllr. Mrs P Jayachandran
Cllr. A Matthews
Cllr. Mrs S Wiltshire

In Attendance: The Clerk and 3 Members of the Public

Members of Rawreth Parish Council held a Minutes Silence in remembrance of former Chairman/Vice Chairman and Councillor Mrs Lyn Hopkins was an integral part of the Parish Council for many years and a valued Rawreth resident for over 35 years. The thoughts of everyone at the Council were extended to Lyn's family and friends at this sad time.

252. TO RECEIVE APOLOGIES FOR ABSENCE. Apologies were received from Cllr Peters.

253. TO RECEIVE DECLARATIONS OF INTEREST. None.

254. TO APPROVE MINUTES OF LAST MEETING. Minutes of the Meeting held on 4th March 2026 were approved by the Members without alteration and accordingly the Chairman signed them as a true copy.

255. MATTERS FOR INFORMATION ONLY (FROM PREVIOUS MINUTES) None.

256. 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. Noted.
- b. Beeches Road/Watery Lane Road Safety Concerns. (All Members, the Clerk and other LGA and Agencies to report) Noted.
- 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) Noted.
- d. Council Information Leaflet. (Cllr Belton circulated to Members, all Members to report to Cllr Belton) Noted.
- e. Updates regarding flooding in the Parish. (Update regarding Rawreth Brook circulated to Members and posted on FB) Noted.
- f. Essex Police, Parking/Abandoned Vehicles and Road safety issues and concerns in the Parish. Noted.
- g. Community Events and Engagement. Noted.

257. PUBLIC PARTICIPATION- The following matters around the Parish were mentioned, where necessary the Clerk will investigate.

Members welcomed a resident from Wolsey Park who had a number of matters they wished to discuss and ask the Parish Council to assist with where possible.

- a. Community engagement on Wolsey Park. Through investigation it has been established that the Land Trust who are responsible for managing the communal areas of Wolsey Park through management fees paid by residents of Wolsey Park, should be providing community events. The resident has pursued this with the Land Trust on behalf of residents and confirmed they will be holding their first event this coming Saturday, Easter Weekend, this event has been a zero budget event but residents would now like to explore if funding is available through grants to hold further events? Two events are already diarised with the Land Trust, one in July which will be a community fun picnic and then a Christmas event. Residents would also like to see a Remembrance event. These events are being

held on Land Trust land within the development of Wolsey Park. The Clerk confirmed there are funding opportunities that can be explored for registered organisations, but these cannot be issued to individuals, the resident confirmed there is currently no registered organisation for residents of Wolsey Park. The Clerk advised Members that she would look at funding opportunities and report back to the May Meeting for the Council to consider as these would possibly be appropriate if the Council were involved in running the events alongside residents and the Land Trust. The resident was very happy for this to be explored. Members agreed that collaboratively working with residents to hold events is definitely something they are keen to do. Members asked if the Land Trust would be able to confirm if they have a budget set aside for event funding. The resident advised she has approached the Land Trust with a funding request, but the process and requirements are unclear and she is seeking clarification. Cllr Belton advised that he was happy to attend the Easter event and talk to residents and the Land Trust representatives, Jodie and Philippa. Members unanimously agreed this approach with both Cllr Belton and Cllr Jayachandran attending.

Agreed Action: Cllr Belton and Cllr Jayachandran to attend the Easter Event at Wolsey Park, liaise with the Land Trust representative and report back to Council in May

b. The resident advised that a number of vehicle thefts have taken place on Wolsey Park in the last three months and attempted burglaries. The Clerk asked if crime reference numbers could be forwarded to her so that she could liaise with the Neighbourhood Policing Team to look at crime stats. The resident advised that Cllr Newport had knocked on her door recently and he advised her that the Parish Council have funding for private security. Cllr Belton advised the resident that Cllr Newport is the District Councillor for Downhall and Rawreth Ward and the Essex County Councillor for Rayleigh North. Cllr Belton advised for clarity that the Parish Council had contracted a private security company but ended the contract in November 2024 and no further private security firm is being contracted as the services are not required and did not represent value for money. Cllr Belton advised that the Council are continuously monitoring crime stats and comparing them to before security were contracted, during and after working closely with the Neighbourhood Police Team. Cllr Belton confirmed there is no budget or funding for Private Security.

Action Agreed. The Clerk will liaise with Essex Police when details of these crimes, crime numbers etc are sent to her. The Clerk advised she would report to Members at the May Meeting.

c. The Land Trust are holding meetings for residents but the meetings tend to be during the day, the Land Trust have agreed to hold an evening Teams meeting but not all residents can use Teams so the resident is looking for a venue so that residents can share a computer. The Clerk asked when is the meeting scheduled for? the resident advised the 3rd of June at 6pm. The Clerk advised this is the same evening as the Council's next meeting, providing the Church would be agreeable to the Council having access earlier on this evening the Council could offer to host for the residents.

Agreed Action. The Clerk confirmed the Free Church could be used, the resident will confirm this date and time to residents.

258. VILLAGE REPORT- The following matters around the Parish were mentioned, where necessary the Clerk will investigate.

a. Pallet in the ditch, Old London Road.

b. Spine road on Wolsey Park can the road sweepers be increased to keep mud off the road? Also to keep watch on Rawreth Industrial Estate road to ensure no build-up of mud on the road surface.

c. Observed that the lorries leaving the SEND development site are adhering to not using Andrewes Way to cut through.

d. Damaged Traffic Light column number 10 junction of Rawreth Lane and A1245, the Clerk advised she has reported this to ECC Highways.

e. Cars parked in Chelmsford Road, Bedloes Avenue and Rawreth Recreation Ground, not taxed or Mot'd.

f. Pavement along Rawreth Lane from Trenders down to Rawreth Recreation Ground, can the slippage and vegetation be scrapped back to open up the width of the pavement.

g. Cherry Hill, there appears to be a large pile of rubbish in the Farmers Field.

h. Rawreth Recreation Ground, recycling bins are regularly overflowing and people are still leaving bags there which is then attracting household dumping.

i. A1245 motorist left the carriageway and has damaged ECC highways fence.

j. Carpenters Arms to the Fairglan Interchange, the traffic is queuing the entire length of road at the weekends which appears to be down to traffic light phasing.

k. Parking outside Our Lady or Ransom School, yellow lines have been reinstated and signs are now displayed, although not in the Parish, children from the Parish do attend and the assistance of Essex County Councillor Cllr June Lumley and her visits to the school to liaise is appreciated.

l. There have been several sightings of our rough sleeper, the Clerk is liaising with his Outreach Team so any sightings, dates, time locations are really helpful so that welfare checks can be made.

259. DISTRICT AND COUNTY COUNCILLORS WRITTEN REPORTS No reports were received from either the County Councillor or Ward District Councillors.

260. FINANCE. To Note

a. Online payments approved since the last meeting.

J A Pinkerton Maintenance (Apr) £2100.00 Noted.

Battlesbridge Free Church (Mar) £30.00 Noted.

Unity Bank Charge (Mar) £6.00 Noted.

Container Storage (Apr) £120.00 Noted.

H L Bloomfield reimbursement of BT Broadband (Mar) £56.74 Noted.

H L Bloomfield Quarterly Office Expenses £53.50 Noted.

Vision ICT Web and email hosting 2026/202 £248.52 Noted.

H L Bloomfield reimburse litter picking equipment £6.99 Noted.

H L Bloomfield reimburse litter picking equipment £12.99 Noted.

Gepp Solicitors Legal Fees for Section 106 Litigation £734.50 Noted.

b. Members Noted the Clerk has now received the External Audit Papers for the Audit Year 2025/2026 for completion and submission by 1st July 2026.

261. GENERAL CORRESPONDENCE. None.

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

a. The drafted Co-Option Policy was reviewed and unanimously agreed without alteration.

b. The Statement of Internal Control was reviewed and unanimously agreed without alteration.

c. The Freedom of Information (FOI) Policy was reviewed and unanimously agreed without alteration.

d. The Subject Access Request (SARS) was reviewed and unanimously agreed without alteration.

e. The General Privacy Notice was reviewed and unanimously agreed without alteration.

f. The Model Publication Scheme was reviewed and unanimously agreed without alteration.

g. The Dealing with public correspondence and FOI requests Policy was reviewed and unanimously agreed without alteration.

h. The NALC Model Standing Orders were reviewed and unanimously agreed without alteration.

i. NALC Model Financial Regulations were reviewed and unanimously agreed without alteration.

j. Special Planning Guidance (SPG) Cllr Belton requested the SPG to be brought back to a future meeting.

Agreed Action Cllr Belton to forward the SPG

263. DEVOLUTION, LOCAL GOVERNMENT REORGANISATION AND COMMUNITY GOVERNANCE REVIEW. Cllr Belton advised that it has now announced that Rochford District Council will now be a Unitary Council with Southend and Castle Point. The Clerk advised that herself, Cllr Belton and Cllr Peters will be attending a RDC Meeting for Devolution and LGR on the 20th of April at 18.30.

264. PROPOSED NEW DEVELOPMENTS AND HOUSING TARGETS. The Clerk advised Members that the Councils response to the Dollymans Farm Planning Application had been submitted and acknowledged. Members noted that RDC are challenging the Central Government imposed housing targets.

265. EXISTING PARISH DEVELOPMENT UPDATES. The Clerk advised Members that the Section 106 payment of £148472.51 had finally been received on the 11th of February 2026. The Clerk advised that herself, Cllr Belton and Cllr Jayachandran would be meeting with Ray Howe from the Allotment Society to discuss the development and creation of the allotments.

266. TO RECEIVE REPRESENTATIVES WRITTEN REPORTS OF MEETINGS ATTENDED OR MATTERS TO RAISE AT FORTHCOMING MEETINGS INCLUDING RHALC. None.

267. COMMUNITY GARDEN, PARISH OWNED LAND AND MAINTENANCE- The Clerk advised there have been no more incidents of defecation at the garden, Cllr Matthews advised that unfortunately the field he farms nearby has. Cllr Belton spoke about the completion of the Transfer of the Allotment Land and finally receiving the Section 106 contribution and the current and forthcoming expanding maintenance that the Council undertakes and the requirement for the Council to consider purchasing a maintenance truck. It was suggested that the vehicle would be used for maintenance and community events and should be able to tow and should be appropriately sign written and appropriate lighting fitted. The Clerk advised that the vehicle would need to be registered in the Parish Councils

name, for business use and insured as such. The vehicle would be added to the Councils assets. The Vehicle should be insured for named drivers. The ongoing maintenance costs would need to be budgeted for the next finance year. Including insurance, tax, and fuel. Members agreed that a vehicle would be extremely useful and beneficial to the Council especially given the expanding maintenance the Council are undertaking, it would show a visible presence and allow residents to see the team and engage. The Clerk advised that for the past 19 years the Council have had the use of her vehicle at no maintenance cost to them for wear and tear. The Clerk advised that neighbouring Parish Councils have trucks as do RDC. **Members Agreed Action for the Clerk to explore truck options, including makes, purchase costs, running costs, insurance costs and agreed an initial budget to investigate of up to £20k for the purchase price.**

The Clerk advised that the next phase of work at the Community Garden will begin in May, this will include installing the memorial bench, scraping back and resurfacing the paths. The Clerk advised that more benches need to be considered, perhaps picnic benches, Members agreed this is a good idea. **Agreed Action Clerk to circulate bench ideas and Members discuss at the May Meeting.** The Clerk also advised that the Village Sign is looking great after its refurbishment, however the area around it needs some colour and asked Members to consider adding some raised sleeper beds so that they can be planted. Members unanimously agreed for raised beds to be installed, **Agreed Action, the Clerk will factor this into the maintenance schedule.**

268. COMMUNITY ENGAGEMENT AND EVENTS. Members approved to move this item to run concurrently with item 257.

269. TRAINING- The Clerk confirmed a list of training courses had been circulated to Members prior to the meeting

270. REINSTATEMENT OF FOOTPATHS/BRIDLE WAYS IN THE PARISH. The Clerk advised that the invoice has been submitted to ECC for the P3 Agreement contribution to be paid to the Council. The Clerk advised that the maintenance of the PROW's will continue. The Clerk advised there has been really positive feedback from the public.

The Clerk advised Footpath 15 had been blocked by fencing but this is being dealt with by the ECC Prow Officer. The Clerk advised all Members how to access the ECC PROW online interactive map which shows all the PROW in the County.

271. PLANNING MATTERS- The Clerk advised there was one planning application that had been received the day of the Meeting which would need to be dealt with under Delegated Power as Members had not had the opportunity to familiarise themselves with the application. 26/00210/FUL

Agreed Action all Members to reply to the Clerk under delegated powers.

272. BLUE PLAQUE HERITAGE SCHEME- The Clerk advised this matter would be brought back to the May Meeting.

273. ITEMS FOR NEXT AGENDA. Including if necessary matters noted in item 256. Blue Plaque, Special Planning Guidance Policy, Maintenance Vehicle, Benches for the Community Garden, Community Engagement and Events.

274. DATE & VENUE OF NEXT MEETING- Members agreed the date and time of Wednesday 13th May 2026 7.00pm, at Battlesbridge Free Church Hawk Hill Battlesbridge SS11 7RE.

The Meeting closed at 20.30 pm

Signed Chairman: