RAWRETH PARISH COUNCIL

MINUTES OF THE MEETING OF RAWRETH PARISH COUNCIL HELD ON 7th October 2026 7.30pm AT JOHN FISHER PAVILLION JOHN FISHER RECREATION GROUND, LITTLE WHEATLEY CHASE RAYLEIGH ESSEX SS6 9TB

Present:

Cllr. S Belton
Cllr. Mrs P Jayachandran
Cllr. Mrs S Wiltshire
Cllr. P Mitchell
Cllr. S Peters

In Attendance: The Clerk, Visiting County Councillor Stu Belton and 3Members of the Public

108. TO RECEIVE APOLOGIES FOR ABSENCE. Apologies were received and accepted from Cllr Matthews and Cllr Jack.

109. TO RECEIVE DECLARATIONS OF INTEREST. Cllr Belton declared his County Councillor Status should it apply.

110. TO APPROVE MINUTES OF LAST MEETING. Minutes of the Meeting held on 2nd September 2026 were approved by the Members without alteration and accordingly the Chairman signed them as a true copy.

111. MATTERS FOR INFORMATION ONLY. None.

112. 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.

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

a. Residents thanked Cllr Belton for taking the time to meet with them on Wolsey Park and for listening to their concerns.

b. Andrewes Way still being used as a cut-through to Rawreth Industrial Estate.

c. When will the roads on Wolsey Park be adopted.

d. Concerns regarding the service levels for maintenance on Wolsey Park and differences between Bloor managed areas and Countryside.

e. Parking on side roads and the main spine road of Wolsey Park, including people catching the X30 bus.

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

a. Cherry Hill site on the A1245 continues to be developed and is expanding every day, what are enforcement doing about the illegal development.
b. The 30/50mph sign on Rawreth Lane just past the Wolsey Park junction is broken. The Clerk confirmed this has been reported.
c. The sign denoting the way to the A130 at Hambro Roundabout is broken and facing in the wrong direction and is obscuring the view of traffic from Hambro Hill. The Clerk confirmed this has been reported.
d. Pavement defect, Rawreth Lane by Rawreth Recreation Ground, the pavement is lifting. Cllr Belton confirmed he would report this in his CC capacity, the Clerk said she would get a what3words reference.
e. Will any development at Dollyman's farm take into consideration the existing bridleways?
f. Could dog poo bins be considered for the bridleways?
g. Manhole cover on the A1245 outside Clovelly Works. Cllr Belton confirmed he is dealing with this.

115. DISTRICT AND COUNTY COUNCILLORS REPORTS.
Cllr Belton gave an update as a County Councillor. Cllr Belton advised he continues to report defects in his division, meeting with residents to listen to their concerns, those concerns included the access to and from the A1245 to Clovelly Works and neighbouring properties which is now being monitored.

No reports were received from District Ward Councillors, however Members asked to record their disappointment that once again Cllr James Newport has questioned the work of the Parish Council, without first engaging with them. Members stated that the post on Facebook gave unverified information regarding vehicle theft on Wolsey Park and that the Council had replied to the post, offering to answer any questions Cllr Newport had and invited Cllr Newport to contact the Clerk and to the meeting this evening, the Council had not heard from Cllr Newport, either raising questions or accepting the invite to the meeting, nor had Cllr Newport attended. The Clerk confirmed she had requested the full twelve month crime stats but given the crime stats held for part of the year, figures posted by Cllr Newport were not correct.

116. FINANCE.
a. Online payments approved since the last meeting.
Battlesbridge Free Church £30.00 (Sept) Noted.
H L Bloomfield reimbursement of BT Broadband £56.74 (Sept) Noted.
H L Bloomfield reimbursement truck diesel £128.75 Noted.
H L Bloomfield reimbursement Poppy Display Materials £12.10 Noted.
H L Bloomfield reimbursement Poppy Display Materials £22.75 Noted.
H L Bloomfield reimbursement Poppy Display Materials £102.60 Noted.
H L Bloomfield reimbursement Poppy Display Materials £2.99 Noted.
ICO Data Protection Fee £52.00 Noted.
Unity Bank Charge (Sept) £7.00 Noted.
PKF Littlejohn LLP Auditors £756.00 Noted.
H L Bloomfield Quarterly Expenses Home Office Use £53.50 Noted.
Barton Timber Co Ltd Oak Post £360.00 Noted.
H L Bloomfield reimbursement truck diesel £70.01 Noted.
J APinkerton (Oct) £2100.00 Noted.
J A Pinkerton (Oct) £1020.00 Noted.
Storage (Oct) £100.00 Noted.
Shepherd Woodwork Village Sign £200.00 Noted.
1Env Workwear £123.95 Noted.
H L Bloomfield reimbursement truck diesel £109.40 Noted.
H L Bloomfield reimbursement Poppy Display Materials £56.46 Noted.
H L Bloomfield reimbursement truck diesel £107.15 Noted.

b. Council noted and formally record the External Auditors Report for the Year End Accounts 31st March 2026 has been received, with the confirmation that the Audit had been passed with one except for matter relating to Section 2 Box 11 of the AGAR not being completed correctly as the Parish Council had confirmed they are not a sole managing trustee and therefore should have replied "yes" to the question. Council noted that the AGAR has been duly signed by PKF Littlejohn and the all the necessary documents have been added to the website, including the Notice of Conclusion of Audit and all statutory requirements including dates have been met.

c. Council noted the NALC/NJC pay scale increase and the adjustment to the Clerks salary payments accordingly from the 1st of April 2026 as per the contract of employment. Circulated to Members in advance of the Meeting.

d. Members reviewed and discussed the 2nd quarter budget and expenditure to-date which was circulated to Members prior to the meeting.

117. GENERAL CORRESPONDENCE None.

118. ADOPTION OF POLICIES AND REGULATIONS. Council discussed, reviewed the following policies,
a. Tree Management Policy was reviewed and unanimously agreed without alteration
b. Zero Tolerance Policy was reviewed and unanimously agreed without alteration
c. Operation London Bridge Protocol Policy was reviewed and unanimously agreed without alteration

119. ROAD SAFETY CONCERNS Cllr Belton advised he has raised in his County Councillor capacity the concerns regarding road safety in Beeches Road/Watery Lane Road and the A1245 in the vicinity of Clovelly Works. Members agreed to add Wolsey Park to this agenda item going forward.

120. DEVOLUTION, LOCAL GOVERNMENT REORGANISATION AND COMMUNITY GOVERNANCE REVIEW. Cllr Belton confirmed that Local Government Reorganisation is currently on hold, it was therefore agreed to delete this matter from the agenda. The Clerk advised that the Community Asset Transfer for Rawreth Recreation Ground will now be re-advertised calling for Expressions of Interest.

121. PROPOSED NEW DEVELOPMENTS AND HOUSING TARGETS. Cllr Belton spoke about the RDC Local Plan and Reg 19 and that the matter is currently under a holding directive from Central Government who have asked for further evidence. Members briefly spoke about the decision taken by Rayleigh Town Council to look into obtaining expert planning advice with regards to the Reg 19 and sites affecting Rayleigh. Members agreed that the current situation is very unclear whilst RDC await the Central Government decision and agreed that this matter should come back to the November Meeting.

122. EXISTING PARISH DEVELOPMENT UPDATES. The Clerk advised there is an upcoming site meeting at Wolsey Park with Countryside and Bloor to discuss residents' concerns. The Clerk advised there is an upcoming meeting with the Allotment Society regarding the Allotment site at Wolsey Park.

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

124. COMMUNITY GARDEN, PARISH OWNED LAND AND MAINTENANCE- The Clerk updated Members on the work undertaken by the Maintenance Team during the preceding month which included working with the Essex CC PROW and their volunteers, maintenance of the Community Garden, maintenance of Laburnum Culvert, vegetation maintenance in Bedloes Avenue, footpaths and general maintenance. Members agreed that once again the team have made an incredible difference around the Parish.

125. COMMUNITY ENGAGEMENT AND EVENTS. The Clerk advised Members that she has continued to work on the Rawreth Remembers Poppy Display, holding coffee mornings for crafters to come together, the Clerk advised hundreds of Poppies have been made. The Clerk and Members thanked Rayleigh FC for hosting the coffee mornings.

126. TRAINING- Members agreed that a date needs to be fixed for group training, it was agreed this should take place in the New Year and the Clerk was asked to circulate some dates.

127. REINSTATEMENT OF FOOTPATHS/BRIDLE WAYS IN THE PARISH. The Clerk advised that the Maintenance Team had worked with ECC PROW and volunteers to clear and widen Bridleway 61.

128. PLANNING MATTERS- There were no planning applications received prior to the Meeting which had not been dealt with under Delegated Power.

129. ITEMS FOR NEXT AGENDA. Community Transport/Bus Service, items noted in 112.

130. DATE &VENUE OF NEXT MEETING- Members agreed the date and time of Wednesday 4th November 2026 7.30pm, at John Fisher Pavilion, John Fisher Recreation Ground, Little Wheatley Chase, Rayleigh SS6 9TB.

The Meeting closed at 21.52 pm

Signed Chairman: