

AGENDA ITEM 4 - ANNUAL REPORT OF THE TOWN COUNCIL FOR THE MUNICIPAL YEAR MAY 2016 TO APRIL 2017 (Forty Third Edition)

A MANAGEMENT AND ADMINISTRATION

INTRODUCTION

This Report provides a summary of the activities of the Town Council that endeavour to protect, promote and improve services and facilities within the Town and thereby enhance the quality of life of its residents and visitors.

The Town Council is required to comply with the Local Government Regulations that stipulate that a Town (Parish) Annual Report should be published by the prescribed date of 30 June 2017. Annual Reports are required to include the following: -

- 1) Town Mayor's Overview of the Year
- 2) Town Council's Annual Report
- 3) Contact List of Town Councillors and Representatives of other Local Government, Parliamentary and European Parliamentary bodies (Appendix 1)
- 4) End of Year Financial Reconciliation (Appendix 2)

1 TOWN COUNCIL STRUCTURE

As a result of boundary changes in 2003, the Town has two similar Wards in population: - North and South. There are five Town Council and two District Council seats in each Ward.

2 LOCAL ELECTIONS

Elections for all Councillors in the South and North Wards for the Burnham Town and Maldon District Councils were held on Thursday 7 May 2015.

Following the resignation of Councillor Mrs Tania Ward, a by-election was held on Thursday 8 December 2016 and Vanessa Bell was duly elected as a Town Councillor for the South Ward.

Details of all Town and District Councillors are given at 3 and 11 below.

3 TOWN COUNCILLORS

The ten Town Councillors are: -

North Ward – Mrs Helen Elliott, Mrs Una Norman, Neil Pudney, Mrs Wendy Stamp and Mike Wood.

South Ward – Vanessa Bell, Bob Calver, Peter Elliott, Ron Pratt and Mrs Louise Pudney.

(See Appendix 1 for contact details)

4 TOWN MAYOR AND DEPUTY TOWN MAYOR

At the Statutory Annual Meeting of the Town Council held on Wednesday 25 May 2016, **Councillor Ron Pratt was elected as Town Mayor and Councillor Mrs Una Norman was elected as Deputy Town Mayor.**

5 TOWN CLERK AND STAFF

The Town Clerk is Sarah Grimes.

Mr David McNeill retired from the post of Town Clerk/RFO in July 2016 after fourteen years service. Mr Paul Harris was appointed on 27 June 2016 and left for personal reasons on 20 March 2017.

The Town Council also employs a gardener/maintenance officer and an office cleaner. A number of contractors are engaged by the Town Clerk to carry out specific items of maintenance and other works as approved by the Town Council and in accordance with its annual programme of works.

(See Appendix 1 for contact details)

6 COUNCIL OFFICES

The Council Offices in Chapel Road are open to the public between 9.30 am and 12 noon on Monday, Tuesday, Wednesday and Friday and 9.30 am until 1 pm on Thursday.

7 MEETINGS OF THE TOWN COUNCIL

The Town Council has met FIFTEEN times in 2016/2017: - the Statutory Annual Council Meeting in May to elect the Town Mayor and Deputy Town Mayor and to make appointments to internal committees and external organizations, eleven Ordinary Meetings of the Town Council, one Extraordinary Meeting, a Budget Meeting to review levels of expenditure and income and to recommend the Annual Precept for the following year and this Statutory Annual Town Meeting to receive the Annual Report of the Town Council, Reports of Representatives on outside bodies and other service providers in the Town.

All Electors of the Parish (Town) are entitled to attend the Town Meeting at which they may ask questions of any of the Town Councillors or external representatives. Electors are invited by public notice posted on the Council's notice boards/ website.

8 PLANNING COMMITTEE MEETINGS OF THE TOWN COUNCIL

Maldon District Council is the Local Planning Authority and the Town Council is a consultee in the Development Control and Local Development Framework procedures. The Town Council operates a facility for public speaking in relation to the consideration and determination of planning applications.

The Town Council has met FIFTEEN times in 2016/2017: - plus one meeting of the Town Mayor, Deputy Town Mayor and Town Clerk during recess and it has considered in excess of one hundred applications for Planning Permission, together with letters of support or objection received from applicants/agents or neighbours. Appeals, Consultations and Tree Preservation Orders were also considered and noted at the above Meetings.

9 ENVIRONMENT COMMITTEE MEETINGS

Environment Committee meetings are linked with the Town Council's calendar in order to ensure action can be taken on issues that require the Town Council's approval.

The Town Council acknowledges and appreciates the efforts of, and advice from, Jean Evans, voluntary tree warden, Iain Corbett and Barry Davis, voluntary footpaths and rights of way representatives, and Rev. Paul Haworth, voluntary passenger transport representative. The Town

Council's gratitude is also extended to Mr Andy Sadler of the Limes Farm Shop, for all his help and donation of plants for environment projects.

10 DISTRICT, COUNTY, UK PARLIAMENT AND EUROPEAN PARLIAMENT REPRESENTATIVES

There are several tiers of Local Government/Government above the Town Council that are responsible for many services and regulations that have an effect on the lives of the residents of Burnham-on-Crouch and these are set out in 11 to 15 below. All the contact details, as for 3 and 5 above and 11-15 below, have also been included in Appendix 1 to this Report.

11 DISTRICT COUNCILLORS

The four District Councillors are: -

South Ward – Peter Elliott and Ron Pratt.

North Ward – Neil Pudney and Mrs Helen Elliott.

(See Appendix 1 for contact details)

12 CHIEF EXECUTIVE OF MALDON DISTRICT COUNCIL

The Chief Executive of Maldon District Council is Ms Fiona Marshall.

(See Appendix 1 for contact details)

13 COUNTY COUNCILLOR

Councillor Bob Boyce, MBE, C.C. is the Town's representative on Essex County Council.

Essex County Council Elections take place on Thursday 4 May 2017.

(See Appendix 1 for contact details)

14 MEMBERS OF THE EUROPEAN PARLIAMENT

The contact details of the East of England Region Members of the European Parliament are given in Appendix 1 of this Report.

15 MEMBER OF UK PARLIAMENT

The Rt. Hon. John Whittingdale, OBE, has been the Member of Parliament for the Maldon area since 1992. The electoral wards used in the Maldon constituency are: (from Maldon district) Althorne, Burnham-on-Crouch North, Burnham-on-Crouch South, Heybridge East, Heybridge West, Maldon, Essex East, Maldon North, Maldon South, Maldon West, Mayland, Purleigh, Southminster and Tillingham and (from Chelmsford district) Bicknacre and East and West Hanningfield, Little Baddow, Danbury and Sandon, Rettendon and Runwell, South Hanningfield, Stock and Margaretting, South Woodham Ferrers, Chetwood and Collingwood, and Elmwood and Woodville.

(See Appendix 1 for contact details)

16 POLICE AND CRIME COMMISSIONER

Roger Hirst was elected to the post of Police and Crime Commissioner on Thursday 5 May 2016. He was a Cabinet Member for Essex County Council and Deputy Leader of Brentwood Borough Council, until he stood down to focus on the PCC campaign.

17 ANNUAL PRECEPT

The Town Council's principal source of income is from its Annual Precept. The Precept is set once a year at the December Meeting following the Town Council's Budget Meeting in November and is collected by Maldon District Council as an integral part of the District's Council Tax. The Precept includes specific major items and a contribution to the Town Council's financial reserves to enable it to respond to non budgeted items, should they occur during the financial year.

At the Meeting of the Town Council held on Wednesday 14 December 2016, it was **RESOLVED: - that the Town Council's Precept for 2017/2018 be set at £188,000 and that Maldon District Council be notified accordingly.**

18 AUDIT ARRANGEMENTS

The Town Council's appointed independent Internal Auditor is Harvey Smith & Co. of Burnham-on-Crouch. The External Auditor is PKF Littlejohn LLP. The Accounts for 2015/16 have been audited by both Auditors and published in accordance with the appropriate Accounts and Audit Regulations for Local Councils.

The annual letter of instruction and documentation for 2016/2017 has been received and the prescribed date for submission has been set as 12 June 2017.

19 TOWN COUNCIL SURGERIES

Town Council Surgeries take place on the second Saturday morning of each month (excluding August during the Town Council's Summer Recess). At each Surgery, the Town Mayor, together with one of the Town Councillors is available in order to answer residents' questions and, if necessary, refer any issues raised to the appropriate person or organization.

B EVENTS AND ACTIVITIES

INTRODUCTION

The Town Council is aware of many special occasions that will be officially commemorated and celebrated, but from time to time, local groups, organisations and others contact the Council to suggest an occasion that might be worthy of being honoured through a celebration.

The Town Council is involved with a number of receptions and events throughout its municipal year

- To recognise, honour or pay tribute to outstanding achievements;
- To acknowledge the importance of events that will make a major contribution to the local community;
- To promote new initiatives and prestigious events;
- To mark significant local events and anniversaries;
- Civic/ceremonial occasions organised by the Council.

THE TOWN COUNCIL'S YEAR 2016/2017

1 SOMME 'TO THE MEMORY OF THE FALLEN'

The 1st July 2016 marked the 100th Anniversary of the Battle of the Somme.

As the United Kingdom's Custodian of Remembrance, the Royal British Legion joined the nation in respecting the sacrifices of War.

On Sunday 3 July 2016, around one hundred residents gathered at the War Memorial to join with the local Branch of the Royal British Legion for a Ceremony to mark the Centenary and pay respects to a lost generation.

The Battle of the Somme was fought at such terrible cost that it has come to symbolise the tragic futility of the First World War. Its first day of conflict remains the bloodiest day in the history of the British Army and it was felt deeply at home.

The ceremony opened with a welcome by the Town Mayor and a call to Prayer by Father Mark North.

'My Darling Mother and Father', an incredibly poignant letter written on the eve of battle by 2nd Lieutenant Eric Rupert Heaton, was read by Councillor Peter Elliott, Chairman of Maldon District Council.

Then followed the hymn, 'I Vow to Thee my Country', accompanied by Rayleigh Brass.

As the crowd stood silent, The Town Mayor said "7.30 am, 1st July 1916 - ZERO HOUR". A lone whistle was blown (to the surprise of those gathered), to mark the moment, 100 years ago, that all along the front line, Officers in the trenches blew whistles and their troops scrambled up ladders to go over the top into No Mans Land.

There had been no running. Instead, troops were ordered to walk towards the enemy lines. Met with relentless and continuous machine gun fire, thousands of brave men were cut down in minutes. By the end of that first day, 19,240 British soldiers had lost their lives and the casualty figure (killed and injured) was an overwhelming 57,470. It is the highest number of casualties suffered by the British Army in a single day. The

1st July 1916 is rightly referred to as the worst day in British military history, but the battle raged on for another 140 days. When it finally ended on 18th November, more than a million men from both sides had been wounded or killed.
After four months of fighting, the Allies had advanced a mere five miles.

1 SOMME 'TO THE MEMORY OF THE FALLEN' (continued)

The ceremony continued with Terry Saunders, Director of Music for St Mary's Church & Burnham Music Group performing the haunting song - Down upon the Dugout Floor

Sarah Grimes, the Town Clerk, then read the poem 'Remember Me' by Harry Reilly.

Walter Jenkins, author of 'Our Dear and Brave Men' recited the Burnham Battle of the Somme Roll of Honour:

Private William Frederick Clark
Essex Regiment Died 1st July

Sapper Joseph Frederick Cundy
Royal Engineers Died 1st July

Corporal Alfred Richard Dilliway
Essex Regiment Died 1st July

Private Arthur James Rayment
Royal West Surrey Regiment
Died 1st July

Rifleman Alan Lionel Trussell
Queen Victoria Rifles Died 1st July

Corporal Charles William Mitchell
Cheshire Regiment Died 18th July

Private Edward Cundy
Gloucestershire Regiment
Died 19th July

Private Joshua Joseph Page
Essex Regiment Died 20th July

Lance Cpl Charles William Cullum
Royal Fusiliers Died 22nd July

Corporal Henry Charles Player
Australian Imperial Force
Died 25th July

Private Bertie Barnard
Gloucestershire Regiment Died 28th July

Gunner Charles Alfred Cook
Royal Field Artillery Died 4th August

Bombardier Sidney George Sains
Royal Field Artillery Died 29th August

Private William Stanley Barker
Royal Fusiliers Died 2nd September

Corporal George Henry Tunbridge
Duke of Cornwall's Light Infantry
Died 3rd September

Driver Arthur James Whiting
Royal Field Artillery Died 6th October

Private Frederick Thomas
Essex Regiment Died 20th October

Private William George Cooch
Essex Regiment Died 23rd October

2nd Lt. Charles Eric Wyndham Browne
Essex Regiment Died 24th October

Private Herbert Saville Larter
Middlesex Regiment Died 11th November

Sergeant Arthur Robinson
London Irish Rifles Died 14th November

Prayers were led by Father Mark North.

David Price, Chairman of the Burnham Royal British Legion read the Exhortation "They shall grow not old, as we that are left grow old, age shall not weary them, nor the years condemn. At the going down of the sun, and in the morning, we will remember them."

The Last Post was played by Peter Bearman of Rayleigh Brass, followed by a two minute silence and Reveille.

David Price, Chairman of the Royal British Legion, gave the Kohima Epitaph "When you go home, tell them of us and say, for your tomorrow, we gave our today."

Two wreaths were laid, one by the Royal British Legion and the other by the Town Mayor, on behalf of the Town Council and the residents. Crosses were then laid, one for each of the twenty-one men from Burnham who died in the Battle of the Somme.

After the National Anthem, the Town Mayor ended the Ceremony with the words "The living owe it to those who no longer can speak to tell their story for them."

The Town Council wishes to extend its sincere appreciation to all those who participated in this incredibly moving Ceremony.

2 BURNHAM IN BLOOM

Pride in the community is the driving force behind 'Burnham in Bloom'.

The Town's hanging baskets are the work of students at Ormiston Rivers Academy under the guidance of Mrs Carol Milton, Volunteer Garden Project Co-ordinator. The students make up and plant all the baskets and Maldon District Council Parks Department look after them in their glasshouses until they are ready to be hung in Station Road and the High Street. The Town's Primary Schools also make a valuable contribution each year.

The Town Council would like to extend its sincere appreciation to Mrs Carol Milton, Volunteer Garden Project Co-ordinator, for her dedication and enthusiasm, and to the students of the Ormiston Rivers Garden Project for their participation in 'Burnham in Bloom'.

The Burnham in Bloom annual competition is for residential gardens, allotments, commercial premises, clubs and open spaces.

Following the sad death of Keith Williams during the run-up to the judging of the 2016 competition, the Town Council made the difficult decision to continue with the competition and prize giving evening.

At the evening Reception held in the Town Council Chamber, trophies and certificates were presented by the Town Mayor to the winners: -

Commercial Premises – The Limes

Public House – The Ship Inn

Hanging Basket – Mrs Colquitt, houseboat Tangaroa

Front Garden – Daren Johnson

Back Garden – Lesley McCauley

School Garden – Ormiston Rivers Academy

Container – Mrs Carole Noble

Residential Street – Medway

Allotment – Paul Walton

Club – Jenni Blunden, Burnham RNLI

Best Community Project – Janet Pugh, High Street Flowerbeds

Community Pride Volunteer – David Spencer

Best Bee Friendly Garden – John Green

Mayor's Special Award/Overall Winner – Ormiston Rivers Academy

Judging of the 2017 competition will take place on 19/20 June and the Awards Evening will be held on Friday 21 July in the Town Council Chamber. All entrants and sponsors will be invited to attend.

3 CIVIC SERVICE

The Annual Civic Service was held at the Baptist Church on Sunday 10 July 2016, followed by a Reception at the Royal Corinthian Yacht Club. Civic guests included Mrs Lorna Rolfe, JP, High Sheriff of Essex, Councillor Peter Elliott, Chairman of Maldon District Council, Councillor John Aldridge, Chairman of Essex County Council, County Councillor Bob Boyce MBE, Miss Miriam Lewis, Leader of

Maldon District Council, Councillor Richard Miller, Town Mayor of Maldon, Councillor John Anderson, Chairman of Southminster Parish Council and Councillor Paul Burgess, Chairman of Althorne Parish Council.

4 **SUMMER SWIMMING**

The 2016 summer swimming took place at the Southminster Pool and was the 5th year of the Town Council's Swimming Programme, run by Suzanne Wichard and her team.

The programme was advertised to local schools and residents via school websites and leafleting children's homework bags. Sessions were also advertised in the Burnham & Dengie Hundred Review.

Crash course swimming lessons ran daily – beginners from 12-12.30pm, targeted at the non-swimmer introducing basic water confidence skills and water safety and improvers from 12.30-1pm, introducing swimming skills, working towards independent movement and reinforcing water safety. These lessons benefited children who had not previously had the opportunity to have structured swimming lessons.

Family Swims also ran daily with two sessions, 11am-12pm and 12pm-1pm. These provided an opportunity for families to come along for a swim. No prior booking was required. These sessions were attended mostly by parents and carers with young children who were pleased to have somewhere safe to swim locally. Many children took part in these sessions more than once a week.

Suzanne Wichard has written. "Children need a chance to learn to swim. These programmes give families an opportunity during the summer holidays to bring their children to a safe and inexpensive venue. Drowning is still one of the most common causes of accidental death in children so being able to swim is an essential lifesaving skill. Swimming is one of the few fitness activities that is suitable for all ages and learning to swim well might just one day save your own or someone else's life! I and all the staff would like to thank Burnham Town Council for their continued support".

Looking ahead to summer 2017, the swimming programme will be held in the pool at Burnham Primary School.

The Town Council wishes to record its sincere thanks to Suzanne Wichard and her staff for their hard work and commitment to the ongoing summer swimming programme.

5 **BURNHAM WEEK**

Burnham Week is arguably the longest running annual yacht Regatta on the mainland of the United Kingdom. It is organized by the Joint Clubs' Committee, comprising of representatives from the four sailing clubs in Burnham, together with other members who have a specific responsibility during the week.

The Town Cup - By 1926, the Burnham Week Regatta was held in such regard by the Town Council, the then Chairman suggested that the Council raise funds for the purchase of a challenge cup to be competed for in Burnham Week.

A committee consisting of CC Booth, JA Cole, GJ Cranfield, EW Sadler and E Dilliway, all of whose names are still well known in the Town today, was appointed to oversee the project. The Committee was authorized to select a suitable design. Mr NS Gilbert, a local jeweller, designed the solid silver rose bowl weighing ninety-one ounces, with a plinth containing twenty-four silver

plaques. As it was to be a perpetual trophy, it was decided that a miniature of the cup, cost not to exceed £5, would be presented to the owner of the winning yacht as well as a prize of 3 Guineas to be shared between the crew. It was agreed that the trophy competition would be limited to vessels over 15 tons, Class 'A', and the first race would take place on Tuesday 6th September 1927.

5 BURNHAM WEEK (continued)

When the Chairman of the Council presented the trophy to the first winner, a tradition was born. The Cup was filled with champagne and taken to each club along the waterfront in celebration. The tradition is maintained to this day.

The 2016 winners of the Town Cup were TONY & CHUFFY MEREWETHER in 'Amazon'. This was Tony's 40th Burnham Week.

At the start of the week's activities, the Town Council joined the Joint Club's Committee in hosting a Reception at the Royal Burnham Yacht Club for the Commodores, Harbour Master, RNLI, Essex Air Ambulance, Coastguard, Marine Police, associated nautical/marine organizations and all the volunteers from the sailing clubs to acknowledge and express the Town's and the Committee's appreciation for their efforts in organizing such a prestigious event on the national sailing calendar.

Activities around the Town culminated with a grand fireworks display to mark the end of the 2016 Burnham Week Regatta. In his summing up of the week, Edwin Buckley, Principal Race Officer said. "2016 will go down in the history books as one of the best Burnham Weeks yet. I have been involved in this Regatta for many years and never can I remember so many champagne sailing days with sunshine and good breeze every single day. There has been a real buzz around Town and so much enthusiasm. We are now looking forward to next year's grand 125th anniversary event".

The JCC (now incorporated as Burnham Week Ltd) has recently conducted an in-depth review of Burnham Week, in order to determine its future direction and to implement an organisational structure that will ensure it continues to be an important event in the calendar of the sailing community and of the Town. To carry out this review, Burnham Week Ltd enlisted the support of a facilitator to help define and agree the overall objectives of Burnham Week. These objectives consider not just the sailing community and members of the sailing clubs, but the overall prosperity of the Town and District.

6 QUAY DAY

The curse of Quay Day weather lifted! The 2016 event was held in glorious sunshine on August Bank Holiday Monday and the Town Quay was buzzing with people.

The Town Council offers its sincere thanks to Fiona Clegg and Sam Adams for their hard work in organizing this event with the Town Council.

7 REMEMBRANCE SUNDAY

The Annual Remembrance Day Service, held in the Baptist Church on Sunday 13 November 2016, was attended by The Town Mayor, Deputy Town Mayor, Town Councillors, Chairman of Maldon District Council and members of the Royal British Legion, Burnham clergy, RNLI, Emergency Services and the 2531 Detached Flight of the Air Training Corps, Scouts, Guides and Brownies. Record numbers of residents attended the Act of Remembrance and Laying of Wreaths at the Town's War Memorial, following the Service.

The Service and Dedication were very much appreciated by all concerned, especially the musical accompaniment by Rayleigh Brass, whose performance added to what is always an incredibly moving occasion. The Last Post and Reveille were played by Mr Peter Bearman.

7 REMEMBRANCE SUNDAY (continued)

The Town Council provided refreshments after the Service for all those who attended.

Staged in the Town Council Chamber and dedicated to all those who died in conflict during the Battle of the Somme, was a poignant display '1916' which was created using over 800 Royal British Legion poppies.

The Town Council is grateful to Sarah Grimes, the Town Clerk, and John Grimes and Matthew Swann, for their efforts in staging this 100th Anniversary tribute to those who lost their lives during the Battle of the Somme.

8 CHRISTMAS AND NEW YEAR

Christmas Lights

Three Christmas trees were erected in the Town and adorned with lights. Further trees in the Town were also decorated with lights. The grand 'switching on' and candlelight Carol Service around the Christmas tree in the High Street, was held on Sunday 4 December 2016 and enjoyed a far bigger attendance than for some years. The Christmas tree and clock tower lights were switched on by the Town Mayor with the assistance of all the children in the crowd. Terry Saunders and members of the Burnham Music Group gave a rousing performance which brought the Christmas atmosphere to life. Father Christmas made a surprise appearance and handed out presents to the children. Members of the Town Council and the Town Clerk performed the story of the birth of Jesus Christ. Hot sausage rolls and mince pies were served around the tree afterwards. Plans are well underway for this year's Christmas Lights Service.

Light Up a Life

The Farleigh Hospice 'Light up a Life' Appeal gives everyone, regardless of whether or not they have a link to the Hospice, a very personal way to remember lost loved ones and honour their memory at Christmas time. The Farleigh at St. Clare's "Light up a Life Appeal" was held on the first Thursday in December in the Parish Church of St Mary the Virgin.

Annual Civic Carol Service

The Annual Civic Service of Nine Lessons and Carols, organized for the Town Council by Churches Together in Burnham, was held on Sunday 18 December 2016, in the Parish Church of St Mary the Virgin.

Carols included 'Hark the Herald Angels Sing', 'O Come All Ye Faithful', 'See Amid the Winter's Snow', 'In the Bleak Midwinter', 'The First Nowell' and 'O Little Town of Bethlehem'. The choir performed 'For Unto Us a Child Is Born' and 'The Angel Gabriel'. Lessons were read by representatives from local organizations celebrating service to the community, as follows:

David McNeill, retired Town Clerk, for his service to the Town Council, Reverend Tony Jones, recipient of the Town Mayor's Lifetime Achievement Award, Mrs Doris Eaton, recipient of the Town Mayor's Special Award for service to the Royal British Legion,

Mrs Joan Cooper, Burnham Day Centre co-ordinator, Sir Richard Rycroft Bt, retired RNLI Operations Manager and Jennifer Williams, in memory of her Father Keith. Lessons were also read by Father Mark North, the Town Mayor and the Chairman of Maldon District Council. Following the Service, the Town Council provided seasonal refreshments in the Church.

9 CIVIC RECEPTION

The Annual Civic Reception was held at Ormiston Rivers Academy on Friday 3 March 2017. The purpose of this evening is for the Town Council to show its appreciation to all the hardworking and dedicated volunteers that keep many of Burnham's facilities in excellent condition and organize and run a wide variety of activities in and around the Town for the benefit of the community.

Ormiston Rivers students showcased the talents of the Academy with stunning performances throughout the evening, ranging from Chopin to Lady GaGa! The Town Mayor presented the Citizen of the Year Award and the Town Mayor's Annual Award.

CITIZEN OF THE YEAR AWARD 2016

This Award is presented annually to the person who has made an outstanding and lasting contribution to the Town and its residents over many years – The Lifetime Achievement Award.

This year the Town Mayor was delighted to present the Award to David McNeill, the former Town Clerk, for his many years service to the Town Council.

TOWN MAYOR'S ANNUAL AWARD 2016

This Award is presented annually for outstanding contribution to the community.

This year the Town Mayor was delighted to present the Award to John Hitcham and Iain Corbett for their work towards the Burnham-on-Crouch Neighbourhood Plan.

Special Awards were also presented to Sir Richard Rycroft Bt. for his many years service as Operations Manager to the RNLI, Tom and Joan Cooper Burnham Day Centre co-ordinators, Tracy Saunders, Burnham Art Trail co-ordinator, Viv Allen, War Memorial gardening volunteer and Jan Pugh, volunteer gardener.

C COMMUNITY, PARTNERSHIP WORKING, MALDON DISTRICT LOCAL DEVELOPMENT PLAN & BURNHAM NEIGHBOURHOOD PLAN

COMMUNITY

Burnham is fortunate to have a number of very dedicated residents who put in hundreds of hours of voluntary work for the benefit of the community and the Town Council wishes to record its sincere appreciation of all these volunteers.

The Town Council would also like to record its thanks to 'Churches Together in Burnham'. The Town Clerk's office works closely with Father Mark North, Parish Priest of the Parish Church of St Mary the Virgin, Rev. Tony Jones, Baptist Church Minister, Rev. Vera Wadman Priest-in-charge of All Saints Church Creeksea, Rev. Dr. Jon Morgan, Minister of the United Reformed Church and Kathy and David Speller, representatives of St Cuthbert's Roman Catholic Church, in the organization of Civic Services throughout the year.

Reverend Tony Jones retires in 2017 after spending nineteen years in Burnham and playing a significant role in the local community. He and his wife Liz will be moving to Les Sables d'Olonne in France, where they hope to take life a little more slowly! The Town Council would like to express its sincere appreciation to Rev. Jones for his hard work and his personal warmth and enthusiasm. He will be much missed.

The Town Council makes provision, within its Annual Budget, for financial support to local organizations and charities. Groups that received support in 2016/2017 were Burnham Primary School, 2531 (Burnham on Crouch) Detached Flight Air Training Corps., Southminster Parish Council – Halloween 'Party in the Park', St Mary's Church, Saint FM and Burnham Art Trail. Two major events in the Town, Burnham Week and Carnival, were also supported. The Town Council assesses all applications very carefully and considers the merits of each one.

The Town Council works closely with a number of local organisations and individuals to maintain and enhance the local environment.

1 ALLOTMENT & GARDEN HOLDERS' ASSOCIATION

The Town Council's allotments are managed by a group of dedicated individuals that form the Burnham on Crouch Allotment & Garden Holders' Association. Mrs Jane Sisterson is taking over from Bill Hill as Show Secretary in 2017. The 2016 Show had the highest number of exhibits for the past six years from members exhibiting for the first time. Once again the judges commented on the very high standard of entries.

The 2017 Show will take place on Saturday 12 August 2017.

The Committee also run a very successful trading shed.

2 ART TRAIL

For eight days, local artists take over Burnham to create an Art Trail which is rich in variety and with a range of fun creative events. *A don't miss event in the arts'*

calendar, the Burnham Art Trail has built an impressive reputation for the quality of work on show, innovative events and its friendly atmosphere. Its artists provide a vibrant collection of works from land and seascapes to contemporary printmaking, textiles, jewellery, ceramics and sculpture. There are open artist studios, which give an opportunity to meet the artists, see demonstrations and 'have a go' taster sessions.

2 ART TRAIL (continued)

Venues include shops, businesses, cafes, private houses, gardens, artists' studios and community organisations. They all donate space and display areas, easily accessible to the public, well signposted and often a pleasant stroll from each other.

The 13th annual Art Trail runs from 24 June to 2 July 2017.

3 BURNHAM NEIGHBOURHOOD ACTION PANEL (NAP)

This organisation has been described as 'one of the jewels in Burnham's Crown'.

The Burnham Neighbourhood Action Panel was introduced in 2008 as part of the Neighbourhood Police scheme. With the support of the local Neighbourhood Police Team (NPT), Burnham has continued to use the full NAP title and an independent chair. The Town Council has appointed two Councillors as its official representatives who report back to Meetings of the Council.

The central interest is to involve the community. A common concern is the division of responsibility and accountability across the agencies, which also raises questions like "*Do people know who to report to i.e. what and to whom?*"

For those reasons NAP see it as important to work in partnership, and have sought to encourage cooperation, coordination and collaboration — so important when obtaining, collating and sharing intelligence and acting collectively. Against this spectrum, Maldon District Council's Community Protection Officers (CPOs) previously known as '*Park Rangers*', who also represent South Essex Partnership (SEPP), attend NAP meetings as 'partners'; not only illustrating the separate responsibilities for dealing with the various 'crimes' but also reinforcing the recognition of joint working between the related agencies.

4 CARNIVAL

Burnham-on-Crouch Carnival is one of the most successful Carnivals in the South East, recognised for its wonderful Tableaux and fancy dress extravaganza in the Grand Illuminated Procession, which of course includes not only Burnham's own Carnival Queen, but visiting Queens and their Courts as well.

The Carnival Committee are a group of dedicated volunteers who come together and work tirelessly throughout the year, in order to stage this wonderful and vibrant community event.

5 DENGIE HUNDRED BUS USERS GROUP [DHBUG]

In addition to their regular monthly meetings, the group hold public meetings in the Town Council Chamber, which allow residents an opportunity to ask questions of transport providers and raise their concerns. They also lobby for improved public transport services to the Dengie Hundred area.

6 RAILWAY BRIDGE TASKFORCE

The Bridge Task Force working parties have met regularly during the last twelve months. Members of the group continue to maintain and improve the area around the

railway bridge, station car park, the Co-op car park and Cedar Grove. Children from the Town's pre-schools and play groups take an interest in the planters on the station platform. Members of the taskforce have been very generous with their time and energy to improve the local environment and the appearance of the entrance to the Town via the station and the road over the bridge. The group is still in need of new members with an interest in gardening and they hope that their continued efforts will encourage additional participation from residents.

7 WAR MEMORIAL & THE BURNHAM BRANCH OF THE ROYAL BRITISH LEGION

Historic England is considering the Burnham Memorial for addition to the List of Buildings of Special Architectural or Historic Interest. The Listing is to provide a level of protection to a Memorial. The protection comes into force if a Memorial is under threat of removal or if it would be 'significantly altered'.

The planting areas at the War Memorial are managed by Mrs Viv Allen, one of the Town Council's volunteer gardeners. In 2017, the Garden Project students from Ormiston Rivers Academy will be involved in raising red geraniums, looking after the immature plants in the Academy greenhouse until Mrs Allen is ready to plant them at the War Memorial in the spring. It is hoped that the students can be further involved in the future.

The Town Council is extremely grateful to Mrs Vivienne Allen for her efforts in planting and maintaining this area, which is such a significant landmark in the Town. It stands as a fitting tribute to those who made the ultimate sacrifice in conflict.

Burnham is fortunate to have an extremely active branch of the Royal British Legion, which acts as the Town's local custodians of Remembrance. Their members work tirelessly to support the annual Poppy Appeal and during the four years that mark the 100th Anniversary of the Great War, they are commemorating each man lost by placing crosses on the War Memorial.

At the Statutory Meeting of the Town Council held on Wednesday 27 July 2016, the Town Mayor reported the sad news that Mr Walter (Wally) Easter, President of the Burnham Branch of the Royal British Legion, had died. His funeral was held on 16 August at the United Reformed Church, followed by a burial at the cemetery.

Sadly, two further members of the Branch have died very recently – Mr Peter Duce, and committee member, 92 year old Mr Bill Farley.

PARTNERSHIP WORKING

The Town Council often works in partnership with other Authorities and organisations, in particular Maldon District Council. The relationship between the Town Council's Officers and Officers of the District Council is excellent, and is of considerable benefit to all parties.

The Town Council has made provision of £20,000 within its 2017/2018 Budget for the Community Protection Officer Service for Burnham (formerly the Burnham Ranger Service).

The Town Council continues to work with a number of other organisations for the benefit of residents, such as the Maldon & District Citizens' Advice Bureau.

The Town Council is consulted, during every Municipal Year, on innumerable subjects by the Government, Government Agencies, Essex County Council, Maldon District Council and many other bodies and groups, too numerous to mention individually. Wherever possible, the Town Council considers the subject matter and gives a suitable response. If this is not possible, for time or other reasons, Authority is delegated to the Town Clerk, in consultation with a nominated Town Councillor/s to respond on the Town Council's behalf.

PARTNERSHIP WORKING (continued)

The Town Council has regular contact with the local press, in order to keep residents informed of Council activities.

It was with great sadness that the Town Council learned of the death of Mr Keith Williams, Editor of the Burnham and Dengie Hundred Review, on Monday 20 June 2016. At the Meeting of the Town Council held on Tuesday 28 June 2016, Members observed a period of silence in his memory and paid tribute to Mr Williams' contribution to the local community. He was described as "a true man of the people, a committed and professional journalist and photographer, but more than that, a kind, principled, modest man who is irreplaceable to his family, friends and community".

PROGRESS OF THE MALDON DISTRICT LOCAL DEVELOPMENT PLAN (LDP)

Following the Examination in Public Inspector, David Vickery's, decision in May 2015, that the LDP be not adopted as he considered it to be "unsound" in respect of its Policy H6 - Provision for Travellers' Accommodation, Maldon District Council made representations to the Secretary of State for Communities and Local Government and the LDP was "called in" for the Secretary of State's determination.

A new Inspector, Simon Berkeley, was appointed in September 2016 and a further (continued) Examination in Public was conducted in January/February 2017. Mr Berkeley concluded that the LDP was sound, subject to modifications, and could proceed to public consultation.

As a result, the Maldon District LDP Post-Examination Main Modifications public consultation (from Friday 17 March 2017) is currently live and closes on Friday 28 April 2017.

PROGRESS OF THE BURNHAM-ON-CROUCH NEIGHBOURHOOD PLAN (NP)

During 2016, the Neighbourhood Plan Review Group (NPRG), authorised by the Town Council, met on many occasions to review, amend and prepare the Neighbourhood Plan for Regulation 16 Public Consultation by Maldon District Council (MDC). This consultation took place from Thursday 3 November to Thursday 15 December 2016.

Maldon District Council appointed an Independent Examiner, Mr Andrew Ashcroft, to examine the Neighbourhood Plan. The 21 responses received from the Consultation had been analysed and considered by the Neighbourhood Plan Review Group and Maldon District Council and following a series of meetings, and referrals to and responses from the Independent Examiner, the Neighbourhood Plan was adopted by Burnham-on-Crouch Town Council at its Meeting on Wednesday 12 April 2017. The recommendations that were adopted are as follows: -

- a) To note and accept the report, the attachments and the recommendations contained therein,**

- b) **To authorise the Town Clerk to convey the Town Council's acceptance to Maldon District Council on Thursday 13 April 2017,**
- c) **To authorise the Neighbourhood Plan Review Group to consolidate all the agreed amendments to the Neighbourhood Plan, in consultation with Maldon District Council in preparation for publication and the Referendum on Thursday 13 July 2017, and**

PROGRESS OF THE BURNHAM-ON-CROUCH NEIGHBOURHOOD PLAN (NP) (continued)

- d) **To approve the renaming of the Neighbourhood Plan to Neighbourhood Development Plan to accord with the National Standard/General Practice for such Plans.**

The next stages are as follows: -

MDC Planning & Licensing Committee – Tuesday 25 April 2017 *

MDC Full Council – Thursday 11 May 2017

Referendum – Thursday 13 July 2017

MDC Full Council 'Make' the NP – Monday 7 August 2017 (subject to a positive referendum result!)

Subject to Maldon District Council's consideration this is the final hurdle in bringing the Town's Neighbourhood Plan to fruition after a very lengthy procedure involving very many local residents and businesses.

* Maldon District Council's Planning and Licensing Committee received a Report at it's Meeting on Tuesday 25 April 2017 and it agreed, unanimously, to recommend the Plan to the Full Council Meeting on Thursday 11 May 2017. The Referendum is programmed to take place on Thursday 13 July 2017.

The Neighbourhood Plan is a credit to everyone that has been involved and is a testament to the dedication and persistence of all concerned that has propelled, sometimes not on the most direct course, the Plan to its penultimate stage in becoming a legal reference document for the development of the Town in the future.

It was with great sadness that the Town Council learned of the death of Mr Ian Sisterson. Ian worked diligently on planning matters, in particular the Neighbourhood Plan. At the Meeting of the Town Council held on Tuesday 28 June 2016, it was Resolved that the finished Plan be dedicated to his memory and have an inscription to that effect, on the inside cover.

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During the past year, Burnham has lost residents who made a distinct and considerable contribution to the Town and its wellbeing. Some of these people have been mentioned within this Report.

The death of any family member is felt most deeply by those closest to them.

The Town Council would like to extend its sincere condolences to all those families in Burnham who have suffered such a loss in the last twelve months.

**SARAH GRIMES**  
**TOWN CLERK**

**APRIL 2017**