



**Councillor Mrs Wendy Stamp  
Town Mayor**

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**ALL COUNCILLORS  
BURNHAM-ON-CROUCH TOWN COUNCIL**

19 June 2018

Dear Sir/Madam,

**TOWN COUNCIL MEETING**

You are summoned to attend a **Meeting of the Burnham-on-Crouch Town Council**, to be held in the Council Chamber of these Offices on **Tuesday 26 June 2018 at 7.30 pm.**

Yours faithfully,

TOWN CLERK

**NOTES:**

The Council Chamber has an infra-red loop system. Anyone attending the Meeting who requires assistance with their hearing should ask the Town Clerk who will be pleased to help.

**Sound Recording of Meeting**

Please note that the Council will be recording any part of this Meeting held in open session for subsequent publication on the Council's website. At the start of the Meeting an announcement will be made about the sound recording. Members of the public attending the Meeting with a view to speaking are deemed to be giving permission to be included in the recording.

**AGENDA**

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTERESTS**

**All Town Councillors have completed their Statutory Declarations of Interests in accordance with the Localism Act 2011 and the Code of Conduct for Members, adopted by the Town Council.**

Members are required to declare the existence and nature of any 'personal or prejudicial' interests relating to items on the Agenda having regard to the Code of Conduct for Members. Members are reminded that they are also required to declare interests as soon as they become aware should the need arise throughout the Meeting.

**3 TOWN MAYOR'S ANNOUNCEMENTS**

**4 BURNHAM RUGBY CLUB**

Representatives from the Burnham Rugby Club will attend the Meeting to outline the work and aims of the Club.

**5 MINUTES AND MATTERS ARISING**

To confirm the Minutes of the Meeting of the Town Council held on Tuesday 29 May 2018.

**6 PLANNING COMMITTEE MINUTES**

To receive the confirmed Minutes of the Planning Meeting held on Monday 4 June 2018.

**7 TOWN CLERKS' REPORT**

To receive the Town Clerk's Report and pass any Resolutions and Orders as necessary.

**8 DIARY DATES**

Members to note (see separate sheet).

**9 CO-ORDINATORS' REPORTS**

- a) General Purposes
- b) Highways
- c) Environment
- d) Neighbourhood Development Plan

**10 DISTRICT COUNCILLORS' REPORTS**

To receive reports from District Councillors.

**11 TOWN COUNCIL REPRESENTATIVES' REPORTS**

To receive reports from Town Council Representatives on external bodies/organizations.

**12 ACCOUNTS AND TRANSFER OF FUNDS**

- a) The accounts for June 2018 and comparison of actual to budgeted payments and receipts to June 2018 will be presented to the Town Council Meeting in July for Members' consideration.
- b) Members are requested to consider the Annual Governance Statement (review of the effectiveness of the system of internal control) and approve, by Resolution, section 1: the Annual Governance Statement, of the Annual Governance and Accountability Return for 2017/18.
- c) Members are requested to consider and approve, by Resolution, section 2 of the Annual Governance and Accountability Return for 2017/18. The Chairman of the Meeting will sign and date the Return accordingly.

**13 GRANTS AND DONATIONS (GENERAL)**

**The Budget for 2018/2019 is £2,700.**

No applications have been received.

**14 TOWN COUNCIL SURGERIES**

A Surgery will be held in the Council Offices between 10.30 and 11.30 am on the following dates: - (no appointment is necessary)

Saturday 14 July 2018 – to be determined.

**15 COMMUNITY ACTION PANEL (standing item)**

To receive any updates arising from meetings of the above.

- 16 DENGIE HUNDRED GROUP OF PARISH COUNCILS (standing item)**  
To receive any updates arising from meetings of the above.
- 17 TOWN COUNCIL WEBSITE**  
To receive a report from Members who attended the presentation held on Saturday 16 June 2018.
- 18 PIPPINS ESTATE SECTION 106 PAVILION AND THE HAUL ROAD PLANNING CONDITIONS**  
To receive an update on the above.
- 19 ALLOTMENTS**  
i) To receive a report from the Town Mayor and Councillor Peter Elliott regarding negotiations in respect of the above and  
ii) To receive a report from the Town Mayor on other relevant information.
- 20 SOCIAL MEDIA POLICY**  
Further to Minute 367 of the Meeting of the Town Council held on Tuesday 29 May 2018, **Members are requested to consider and determine the above.**
- 21 MARSH ROAD ACCESS**  
Further to Minute 367 of the Meeting of the Town Council held on Tuesday 29 May 2018, to receive a report from Councillor Nick Skeens.
- 22 ANY OTHER BUSINESS**  
For the exchange of urgent information or to allow genuinely urgent issues to be raised.
- 23 QUESTIONS**  
To receive questions from the public and press and to respond accordingly wherever practicable, failing which an answer will be communicated to the questioner as soon as possible following the Meeting.
- 24 EXCLUSION OF THE PUBLIC AND PRESS**  
Councillors to Resolve that by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
- 25 LAND MATTERS**  
To receive an update on the Allotments in Arcadia Road.
- 26 CLOSURE OF THE MEETING**  
To close the Meeting having considered and determined all items of business.