

## **MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 16 OCTOBER 2018**

Present: - Town Mayor, Councillor Mrs Wendy Stamp

Councillors: – Vanessa Bell, Ron Pratt C.C., Helen Elliott, Peter Elliott, Bob Calver and Mike Wood.

In Attendance: - Temporary Town Clerk, Joanna Jeffery

Sound Recording of Meeting  
This Meeting was recorded.

### **463 Apologies for absence**

Apologies were received from Councillors Mrs Louise Pudney, Neil Pudney and Nick Skeens.

### **464 DECLARATIONS OF INTERESTS**

There were none

### **465 TOWN MAYOR'S ANNOUNCEMENTS**

A rumour has been heard that the Post Office sorting office will be moving away, talks have been had with Savages, who confirm the Post Office is safe, Royal Mail is completely separate.

Thursday 20<sup>th</sup> September – attended EALC AGM John Anderson from Southminster PC attended also.

I was honoured to crown Burnham's carnival queen at the carnival hall and watch in it to win it which looked great fun and mad.

Next was a super early evening presentation at Ormiston Rivers Academy organised by Jay Freeman and his team. Cllr Bell attended and was the official photographer...again.

The young adults were a credit to themselves and their schools however many were very tall and put their arms on my shoulders like big brothers and sisters. Very well done indeed.

Next was MacMillan coffee morning. I took the crown from Cllr Pratt as queen of cakes after attending Impamark and Creeksea Church where I met up with some reprobates David and Eva McNeill. Great cause well supported.

Saturday was the Carnival cream tea held at the Corinthian. Cllr Henry Bass Chairman of MDC supported me for the judging and true to form we broke tradition and voted Burnham's Queen the Queens the winner, well she was lovely. Everyone looked lovely and we hope they enjoyed the whole day. I did, I tried to have a skip but was weighed down by the bling, well that was my excuse anyway.

I then popped out Sunday morning and did a little planting at the entrance to the town on Maldon Road.

On a miserable rainy Saturday I had the pleasure of welcoming Mrs Karen Smilley on behalf of the council to the Burnham Baptist Church as Minister in Training. She and her family were lovely and jolly.

The outgoing Reverend Darren Pike was a hoot and contributed to a lovely service. Cllr Bell and I attended the Burnham Sailing Club awards evening which as ever was superb. Great fun, great company and a giggle. Well done and thank you.

And last Saturday I had off and went shopping for Christmas decorations with my family.

#### **466 MINUTES AND MATTERS ARISING**

To confirm the Minutes of the Meetings of the Town Council held on Tuesday 24<sup>th</sup> July and 18 September 2018.

24 July 2018 – Correction 411 – National Coast Watch Institute Proposed By Cllr V Bell, Seconded by Cllr R Pratt.

18 September 2018 – Proposed By Cllr V Bell, Seconded By Cllr R Pratt.

#### **467 PLANNING COMMITTEE MINUTES**

To receive the confirmed Minutes of the Planning Meetings held on Tuesday 11 and 18 September and Tuesday 2 October 2018, Agreed.

#### **468 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA**

To receive questions from the public and press (ten minutes allowed).

Item 9a – Stony Hills - A parishioner commented that Maldon District Council have not included the number of approvals in comparison to the 450.

The Local Development Plan has been abbreviated to ten pages. Would Burnham Town Council be willing to take this up strongly?.

#### **469 TOWN CLERKS' REPORT**

This was noted.

#### **The Police, Fire and Crime Commissioner Conference 2018 – Local Visible Accessible Policing.**

The event, aimed at Councillors for the local sector, takes place on 20 November 2018, 9.30am – 3.30pm at Foakes Hall in Great Dunmow. The keynote speaker is Roger Hirst. The cost per delegate is £25.

#### **The Annual Inter-Council Quiz for the John Mardon Trophy**

This will be held on 21 November 2018, in the Southminster Bowls Club, King George V Memorial Playing Field, Station road, Southminster from 7.30pm.

#### **Essex Street Works Team – Highways**

ROAD TRAFFIC REGULATION ACT 1984 – SECTION 14(1)

Temporary Traffic Regulation Order for Alpha Road, Burnham-on-Couch. The intended closure of Alpha Road is due to commence on 5 November 2018 for five days. The closure is required for the safety of the public and workforce while cadent undertake works to lay a new domestic gas service.

#### **470 DIARY DATES**

Members to note (see separate sheet) – Noted.

District Councillor's Surgery 10.30am start will reduce timings to 11am – 12pm and will be named District Councillor Peter Elliott Surgery.

#### **471 CO-ORDINATORS' REPORTS**

General Purposes –

- i) Councillor Peter Elliott reported that planning permission has been granted for new windows, these are now on order and will be installed shortly. The old stationery cupboard is now a room and houses the boiler. Plans for a new kitchen and fridge.

- ii) There is asbestos in the roof. Proposal for funds to be allocated in the budget for the ceiling.
- iii) Praise was given for the refurbishment of the Mayor's chain.

#### Highways

Councillor Bob Calver reported the following:

- i) Southminster Road Light 2a is not working.
- ii) St Cuthbert Sign – the form has been completed and submitted.
- iii) Providence – successful quote has been received from SP Bardwell, handyman Barry has cut the hedge back in preparation.
- iv) Pothole in the High Street by Sgt Pepper's.

A short discussion took place regarding a pothole at Mundon, there was one in the middle and one to the side of the road, only the middle one has been repaired!.

#### Environment

Cllr Vanessa Bell reported the following:

- i) New dog/waste bins have now been installed.
- ii) Liaised regularly with Mick and Richard Garwood re: ongoing works in various areas.
- iii) Liaised with Sue Finch re: work carried out locally by Community Payback Team and TVC.
- iv) Spoken to Carnival Committee regarding unacceptable build-up of rubbish on carnival day.
- v) Assisted the Mayor in removing unsightly fly posting that is blighting our town.
- vi) Begun planning for next year for upcoming budget meetings.

#### **Moving forward:**

- i) A further dog bin has been requested at the Mill Road end of the footpath leading from Marsh Road. May I go ahead with this please? There is money in the budget.  
**Resolved: - THAT THE Town Council purchase an additional dog bin.**
- ii) RBTF/volunteers meeting taking place tomorrow (17<sup>th</sup>).
- iii) More town litter picks to be organised.

Richard Holmes MDC has agreed a payment of £58 for cutting a hedge back. Grass Cutting – **RESOLVE** Contact Richard Holmes at MDC to arrange a meeting Nov/Dec to look at assets to reduce spending, towards the end of the year, with more responsibility to Burnham Town Council.

It was commented that whilst the bins were overflowing during the day n Carnival day, by 9.30am the following morning the town was spotless, Appleton's did a remarkable job. The Clerk will write to Appleton's to thank them.

#### Neighbourhood Development Plan

- i) Mayor Wendy Stamp has written to Mr Dodson, an acknowledgment has been received, but no reply yet.

- ii) Allotments – Pippins Estate – No pavilion is wanted, a perimeter fence would be more preferable – to be placed on next agenda.

## **472 DISTRICT COUNCILLORS' REPORT**

District Councillor Peter Elliott commented that at a Finance meeting at MDC a report on broadband speeds was given. The programme for pen Reach and Essex County Council is falling behind. A discussion regarding funding will be ratified at a future meeting of the full council.

Mayor Wendy Stamp commented that Maldon District Council are withdrawing £45,000, parishioners are suggesting good broadband in some Maldon areas, but not so good in other areas around the district.

Cllr Ron Pratt commented that should residents wish to apply for affordable housing in the district, they need to register with Maldon District Council and Moat Housing. The district has been targeted by professional fly tippers, residents are asked to be vigilant.

The Danger Tree exhibition will be held at Moot Hall and the Heritage Centre; full details are on the Maldon District Council website.

## **473 TOWN COUNCIL REPRESENTATIVES' REPORTS**

Allotment & Garden Holders Association

Currently no diary dates are added for the meetings, Clerk to add to Diary Dates. 29<sup>th</sup> October 2018 @ 7.30pm AGM to be held at Carnival Hall.

Burnham Cemetery Chapel (Friends of)  
Match funding has been left in limbo.

Burnham United Charity

Cllr R Pratt attends these meetings; the aim is to help the poor and destitute of Burnham. Support is also given to the local primary school.

Burnham Week Ltd

The fireworks date is to be added to the website.

Cocktail Party – Cllr Vanessa Bell proposed that Cllr Bob Calver write to Burnham Week Ltd to challenge the invoices and ask for a breakdown as invoices are devoid of details and that a written reply is requested, seconded by Cllr Peter Elliott. Cllr Bob Calver will forward to Town Clerk for circulation to emails.

Carnival Committee

Cllr Ron Pratt informed the carnival had been successful this year although the crowd was down on previous years.

There was approximately £9,000 in donations with many payments to hold the event. There is approximately £3,000 for charities.

Chamber of Commerce

Next event Saturday 1<sup>st</sup> December 2018, there are now 10 executive members.

#### Community Action Panel

Crime figures are now on the website. 11 parking tickets have been issued, 26 vehicles have been moved on and 41 Trucam speeding offences have been reported this month.

There was a discussion regarding speeding in Burnham.

A complaint was received regarding 12 gas canisters found at Riverside Park, questions were asked how time is spent by the Community Protection Team, Cllr Ron Pratt remarked that the CPO's do a great job.

#### Dengie Hundred Group of Parish Councils

A presentation was given regarding computer hacking, the chances of being hacked are very high.

Hospitals – Southend Hospital has opposed joining a Foundation Trust, there will now be further consultation.

Annual Quiz to be held at Southminster Bowls Club, 21<sup>st</sup> November 2018.

#### Friends of Hester Place

The meeting to be held on 17<sup>th</sup> October 2018 will address moving forward, as currently they are looking to fold.

#### Tourist and Community Liaison RSPB Wallasea Island

The project has now been completed. January 2019 normal RSPB site wardens will move onto the site and the project team will be moving out.

The Visitor Centre is scheduled for approx. 18 months. A 6 page article in the RSPB magazine on the project makes no reference to Burnham.

#### Tourist

By March 2019 all tourist facilities in the district will have been reviewed.

#### Village Hall Committee

A recent AGM has been held.

### **474 ACCOUNTS AND TRANSFER OF FUNDS**

- a) To approve the payments of Accounts for October 2018 and agree a transfer of funds to meet the Town Council's financial requirements.
- b) To receive the comparison of actual to budgeted payments and receipts to October.

Both items have been deferred.

### **475 GRANTS AND DONATIONS**

**The remaining budget for 2018/2019 is £1,180.**

No requests have been received for this Meeting - Noted.

### **476 TOWN COUNCIL SURGERIES**

Surgeries have been temporarily suspended – Noted.

### **477 STAFFING COMMITTEE**

**Members are requested to appoint Members to the above Committee.**

The Council's Standing Orders require the Town Mayor and Deputy Mayor to be appointed.

Cllr Ron Pratt proposed that the Chairman should be the Town Mayor, but does not suggest the Deputy Mayor, seconded by Mayor Wendy Stamp.

Cllr Mike Wood commented that members do not deal with individual members of staff.

It was commented that the Town Clerk is the Supervisor of other members of staff. Members have no day to day control, but the Staffing Committee do prepare the budget for staff wages.

The Committees will be made up as follows.

Staffing Committee 4/5 members, Staffing Sub Committee 3 members.

Mayor Wendy Stamp, Cllr Peter Elliott, Cllr Vanessa Bell, Cllr Ron Pratt and Cllr Nick Skeens.

5 For, 1 Abstain and 1 Against.

#### **478 ALLOTMENTS IN ARCADIA ROAD.**

To receive an update from the Town Mayor and Cllr Peter Elliott.

Negotiations are continuing with Moat Housing which is proving to be favourable.

#### **479 LIGHTING ON SOUTHMINSTER ROAD**

It was reported that two lights are out and there is also intermittent lighting. A discussion took place regarding how BTC could obtain more lighting, Cllr Ron Pratt suggested contacting the Local Highways Panel, the Town Clerk will apply, Cllr Bob Calver will assist. Cllr Ron Pratt will write to Highways for an explanation why there are dark spots.

#### **480 FLY POSTING AND A-BOARDS**

Mayor Wendy Stamp, Cllr Vanessa Bell and The Community Protection Team worked together to remove posters and A-Boards. A discussion took place regarding A-Boards, it was commented that if BTC continue to take down posters it may have a positive impact.

#### **481 EXTENSION TO DOUBLE YELLOW LINES AT THE BURNHAM FIRE STATION**

The Town Mayor has been approached by Officers from Burnham Fire Station, seeking an extension to the double yellow lines outside the Station, into Crouch Road. Due to the increased size of the new fire appliance, parked vehicles close to the junction of Albert/Crouch Roads are impeding egress from the Station.

Can BTC send a letter of support. The Town Clerk will send a letter.

#### **482 ANY OTHER BUSINESS**

None.

#### **483 PUBLIC FORUM**

Cllr Mrs Helen Elliott will ask Maldon District Council for an update on Small Titanic and report back at the next meeting.

It was suggested contacting Ken Harris who has a map of street lights on Southminster Road.

#### **484 DATES OF FUTURE MEETINGS**

- i) Planning meeting Tuesday 30 October 7pm (subject to applications received).

- ii) Members informal pre-budget meetings (venue Council Chamber):-
  - Tuesday 30 October 7.30pm
  - Saturday 17 November 2018 10am
  - Saturday 1 December 2018 10am
- iii) Planning and Council Tuesday 20 November 7pm
- iv) Budget Meeting Tuesday 11 December 7.30pm.

#### **485 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. Proposed by Cllr Ron Pratt, Seconded by Cllr Bob Calver.

#### **486 STAFF MATTERS**

To receive a recommendation from the Appointments Panel regarding the appointment of an Assistant Clerk, a six month probation period was recommended.

#### **487 LAND MATTERS**

All Members have received a copy of correspondence in respect of a licence request.

Cllr Bb Calver proposed that original conditions and quote stand, Seconded by Cllr Vanessa Bell.

#### **488 CLOSURE OF MEETING**

Meeting closed at 9.06pm.