



**Councillor Mrs Wendy Stamp  
Town Mayor**

**Sarah Grimes, Town Clerk  
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**Council Offices  
Chapel Road  
BURNHAM-ON-CROUCH  
Essex  
CM0 8JA**

2 January 2019

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

Dear Sir/Madam,

**STATUTORY TOWN COUNCIL MEETING**

You are summoned to attend a **Statutory Meeting of the Burnham-on-Crouch Town Council**, to be held in the Council Chamber of these Offices on **Tuesday 8 January 2019 at 7.30 pm.**

Members of the Public and Press are welcome to attend.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'S Grimes'.

TOWN CLERK

**NOTES:**

The Council Chamber has an infra-red loop system. Anyone who requires assistance in hearing the Meeting 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**  
To receive 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 MINUTES**  
To confirm and sign the Minutes of the Meeting of the Town Council held on Tuesday 18 December 2018.

**5 PLANNING COMMITTEE MINUTES**

To receive and sign the confirmed Minutes of the Planning Meeting held on Tuesday 18 December 2018.

**6 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA**

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

**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 – Councillor Peter Elliott
- b) Highways – Councillor Bob Calver
- c) Environment – Councillor Vanessa Bell
- d) Neighbourhood Development Plan – Councillor Mrs Wendy Stamp

**10 DISTRICT COUNCILLORS' REPORTS**

To receive reports from District Councillors: Mrs Helen Elliott, Peter Elliott, Ron Pratt and Neil Pudney.

**11 TOWN COUNCIL REPRESENTATIVES' REPORTS**

To receive reports from representatives to the following groups -

Allotment & Garden Holders' Association	PE/RP
Bradwell Local Community Liaison Council	PE
Burnham Cemetery Chapel (Friends of)	RP
Burnham Institute Trust	MW
Burnham United Charity	RP
Burnham Week Ltd	BC
Carnival Committee	RP
Chamber of Commerce	PE/WS
Coastal Community Team	NS/WS
Community Action Panel (CAP)	VB/NS
Crouch Harbour Authority (Advisory)	NP
Dengie Hundred Bus Users' Group	PH
Dengie Hundred Group of Parish Councils	PE/WS
ECC Parish Transport Meetings	PH
Friends of Hester Place	VB
Local Liaison Committee RSPB Wallasea Island	PE
Railway Bridge Task Force	???
Riverside Park Task Force	VB/BC/NS
SURE START	NP
Tourist & Community Information Liaison Committee	HE/WS
Village Hall Committee	HE

**12 ACCOUNTS AND TRANSFER OF FUNDS**

- a) To approve the payment of Accounts for January 2019 and to 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 January,
- c) All Members have received a copy of the original Budget for 2019/2020.
- d) Members to note that the Precept request has been completed.

**13 GRANTS AND DONATIONS (GENERAL)**

**The remaining budget for 2018/2019 is £680.**

No requests have been received for this Meeting.

**14 TOWN COUNCIL SURGERIES**

Saturday 26 January 2019 – Councillor Mrs Wendy Stamp.

**15 BURNHAM CEMETERY CHAPEL**

Further to Minute 499 c) of the Meeting held on 20 November 2018, Members are requested to discuss the 'at risk' status of the above building.

**16 INCREASE IN CRIME FIGURES IN THE DISTRICT**

Further to Minute 499 h) of the Meeting held on 20 November 2018, Members are requested to discuss the above.

**17 ESSEX COUNTY COUNCIL PASSENGER TRANSPORT REPRESENTATIVES MEETINGS**

Further to Minute 499 l) of the Meeting held on 20 November 2018, Members are requested to consider whether to ask that Maldon District Council appoint a representative to the above.

**18 TRIP HAZARDS ON THE QUAY**

Further to Minute 509 of the Meeting held on 20 November 2018, Members are requested to discuss the above.

**19 LET'S GET IT RIGHT! 2019 ELECTION TOOLKIT**

The Town Clerk will report on the above.

**20 VOLUNTEERS IN POLICING**

Members are requested to discuss the above scheme. A sum of £1,000 has been provided in the Town Council's 2019/20 budget.

**21 ANY OTHER BUSINESS**

For the exchange of urgent information or to allow genuinely urgent issues to be raised.

**22 PUBLIC FORUM**

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 (ten minutes allowed).

**23 DATE OF NEXT MEETING**

Town Council Meeting Tuesday 19 February 2019 at 7.30 pm.

**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 STAFF MATTERS**

To receive the Annual Report from the Town Clerk on National Conditions of Service, Salary Scales and Allowances.

**26 CLOSURE OF THE MEETING**

To close the Meeting having considered and determined all items of business.