



**Councillor Mrs Wendy Stamp
Town Mayor**

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

12 February 2019

ALL COUNCILLORS BURNHAM-ON-CROUCH TOWN COUNCIL

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 19 February 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.G.', written over a horizontal line.

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 ROAD SAFETY

To receive a presentation from Mr Ken Harris, Chair of the Community Action Panel.

5 MINUTES

To confirm and sign the Minutes of the Statutory Meeting of the Town Council held on Tuesday 8 January 2019.

6 PLANNING COMMITTEE MINUTES

To receive and sign the confirmed Minutes of the Planning Meetings held on Tuesday 8 and Monday 28 January 2019.

7 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

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

8 TOWN CLERKS' REPORT

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

9 DIARY DATES

Members to note (see separate sheet).

10 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

11 DISTRICT COUNCILLORS' REPORTS

To receive reports from District Councillors.

12 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

13 ACCOUNTS AND TRANSFER OF FUNDS

- a) To approve the payment of Accounts for January/February 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 February.

14 GRANTS AND DONATIONS (GENERAL)

The remaining budget for 2018/2019 is £680.

No requests have been received for this Meeting.

15 TOWN COUNCIL SURGERIES

Saturday 9 March – to be determined.

16 DOG WASTE BINS AND BAG DISPENSERS

Further to Minute 545 c) of the Meeting of the Town Council held on Tuesday 8 January

Members are requested to determine the siting of additional dog waste bins and, dog bag dispensers.

17 ERECTION OF BANNERS ACROSS THE HIGHWAY

Further to Minute 547 of the Meeting of the Town Council held on Tuesday 8 January 2019, to receive a report from Councillor Bob Calver and the Town Clerk.

18 VOLUNTEERS IN POLICING

Further to Minute 556 of the Meeting of the Town Council held on Tuesday 8 January 2019, Members are requested to discuss the above. A sum of £1,000 has been provided in the Town Council's 2019/20 budget.

19 ALLOTMENTS IN ARCADIA ROAD

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

20 ARCADIA ROAD WILDLIFE AREA

To receive an update on the above.

21 WWI MEMORIAL BENCH

Members are requested to consider the provision of a WWI memorial bench outside the council offices.

22 LOCAL BUS CONSULTATION

All Members have received a copy of the above. Essex County Council (ECC) is reviewing the way it supports local bus services which operate on evenings and Sundays and is carrying out a public consultation. The consultation also includes proposals regarding delivering ECC services differently and devolving ECC funded local bus services to communities. The consultation runs until 22 March 2019. The questionnaire is available from ECC libraries and is online at: www.essex.gov.uk/local-bus-consultation.

Members are requested to consider and determine the Town Council's response.

23 CHELMSFORD PARK & RIDE CONSULTATION

Essex County Council is reviewing the ticketing options and fares offered and days of opening for the Chelmsford Park and Ride Services. The consultation will run until 22 March 2019. It is available online at: www.essex.gov.uk/Chelmsford-Park-and-Ride
Paper copies of the questionnaire are available from the Sandon and Chelmer Valley Park and Ride sites, or by emailing: passenger.transport@essex.gov.uk.

Members are requested to consider and determine the Town Council's response.

24 RAILWAY BRIDGE TASKFORCE FUNDS

The conditions of the above group's constitution stipulate that on closure of its bank account, any money held should be paid to Burnham-on-Crouch Town Council. Councillor Bell will report further at the Meeting.

- 25 MALDON DISTRICT COUNCIL GROUNDS MAINTENANCE 2017/18**
To receive a report from the Town Mayor in respect of the above.
- 26 PURDAH**
To receive a report on the commencement of the Purdah period.
- 27 FINGERPOSTS**
Members are requested to discuss the provision of new pointers for the Town Council's fingerposts.
- 28 BANKING ARRANGEMENTS**
To receive a report from the Town Mayor and the Town Clerk.
- 29 BURNHAM TOURIST OFFICE**
All Members have received a copy of the letter from Richard Holmes, Director of Service Delivery at Maldon District Council, in respect of the closure of the Burnham Tourist Information Office. The Town Mayor will report further at the Meeting.
- 30 PLANNING APPLICATION OUT/MAL/18/00443 - LAND NORTH WEST OF 2 MALDON ROAD, BURNHAM-ON-CROUCH**
To receive a report from the Town Mayor, following the Maldon District Council Extraordinary (Planning) Meeting held on Thursday 31 January 2019.
- 31 PUBLIC SPACES PROTECTION ORDERS**
To receive a report on the above, following the conclusion of Maldon District Council's consultation process.
- 32 ANY OTHER BUSINESS**
For the exchange of urgent information or to allow genuinely urgent issues to be raised.
- 33 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).
- 34 DATE OF NEXT MEETING**
Town Council Meeting - Tuesday 19 March 2019 at 7.30 pm.
- 35 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.
- 36 LAND MATTERS AND BURNHAM TIC**
i) Arcadia Road Wildlife Area
ii) Allotments in Arcadia Road
iii) Council Offices
iv) Tourist Information Offices
To receive reports on the above.
- 37 CLOSURE OF THE MEETING**
To close the Meeting having considered and determined all items of business.