



**Councillor Mrs Wendy Stamp
Town Mayor**

**Sarah Grimes, Town Clerk
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**Council Offices
Chapel Road
BURNHAM-ON-CROUCH
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12 March 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 March 2019 at 7.30 pm.**

Members of the Public and Press are welcome to attend.

Yours faithfully,

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. 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 DAWN WOOD SOLO ATLANTIC ROWER

The Town Council will welcome Dawn Wood to the Meeting. Dawn, who is a professional yacht master and skipper with the Essex Police Marine Unit, has recently completed a solo unsupported row across the Atlantic to Barbados, a crossing of 3000 miles, to raise awareness of ocean pollution.

4 TOWN MAYOR'S ANNOUNCEMENTS

5 MINUTES

To confirm and sign the Minutes of the Meeting of the Town Council held on Tuesday 19 February and the Extraordinary Meeting held on Tuesday 26 February 2019.

6 PLANNING COMMITTEE MINUTES

To receive and sign the confirmed Minutes of the Planning Meetings held on Tuesdays 19 February and 5 March 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 CLERK'S 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 March 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 March and
- c) To receive the bank reconciliation.

14 GRANTS AND DONATIONS (GENERAL)

The remaining budget for 2018/2019 is £630.

The following requests have been received: -

- a) Green Spaces Group – the group are seeking a £100 donation to cover insurance costs.
- b) All Members have received a copy of the letter from Epic Dance Academy seeking a donation toward the cost of professional costumes. The cost is £75 per student.
- c) All Members have received a copy of the letter from the Burnham Sailing Club Junior Coordinator, seeking financial assistance towards the cost of new boats. Each Poly Opi boat costs £1,075 and a launching trolley, £188.49.
- d) All Members have received a copy of the letter from the Chair of Burnham Music Group requesting financial assistance in the amount of £250 to sponsor a soloist to help sustain the group.
- e) A request has been received from the Burnham Branch of the Royal British Legion towards the provision of a WWI memorial bench outside the Council offices.

Members are requested to consider and determine the above.

15 TOWN COUNCIL SURGERIES

Saturday 13 April – to be determined.

16 VOLUNTEERS IN POLICING

To receive a report from Councillor Peter Elliott, following his meeting with PC Mike Lee.

17 FINGERPOSTS

Further to Minute 589 of 19 February 2019, to receive further information on the condition of the Town Council's fingerposts.

18 RAILWAY RIDGE TASKFORCE

A copy of the group's constitution and final accounts have been received, together with a cheque in the amount of £163.44. Members are reminded that the group's constitution requires that any money held at the time of cessation should be handed back to the Town Council, to be used for the environs of the station.

Members are requested to determine the allocation of the remaining funds.

19 ALLOTMENTS IN ARCADIA ROAD

To receive an update from Councillor Peter Elliott.

20 BURNHAM TOURIST INFORMATION CENTRE

To receive a report from the Town Mayor who has received a suggestion regarding the future of the facility in the Town.

21 BURNHAM OBSERVATORY/SCULPTURE TRAIL

To receive an update on progress with the above.

22 LOCAL BUS CONSULTATION

Further to Minute 584 of the Meeting of the Town Council held on 19 February 2019,

Members are requested to consider the response drafted by the Town Council's transport representative.

23 CHELMSFORD PARK & RIDE CONSULTATION

Further to Minute 585 of the Meeting of the Town Council held on 19 February 2019,

Members are requested to consider the response drafted by the Town Council's transport representative.

24 ALLOTMENTS

All Members have received a copy of the emails from the plot secretary requesting financial assistance with the provision of i) road scalplings in the amount of £189 (ex. VAT) ii) chain link fencing in the amount of £422.72 (ex. VAT) and iii) refurbishment of the fencing that leads into Pippins Road, needed because of recent wind damage. Members are reminded that the balance of the allotments budget for 2018/19 is £991.

Members are requested to consider and determine the above.

25 MALDON & DISTRICT CITIZENS ADVICE

All Members have received a copy of the letter from the Bureau Manager requesting a grant to support the Burnham outreach surgery. Members are reminded that there is a budget provision of £1,000 for 2018/19.

26 JUNIOR LITTER PICKERS

To receive a report from the Town Mayor and Town Clerk. **Members are requested to consider the provision of junior litter pickers' equipment.**

27 ANY OTHER BUSINESS

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

28 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).

29 DATE OF NEXT MEETING

Tuesday 16 April 2019 at 7.30 pm.

30 CLOSURE OF THE MEETING

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