



**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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9 April 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 16 April 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. Members of the public attending the Meeting with a view to speaking are deemed to be giving permission to be included in the recording.

This Meeting takes place within the Purdah period.

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 19 March 2019.

5 PLANNING COMMITTEE MINUTES

To receive and sign the confirmed Minutes of the Planning Meetings held on Tuesdays 19 March and 2 April 2019.

6 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

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

7 TOWN CLERK’S 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.

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 March and April 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 April,
- c) To receive the bank reconciliation.

13 GRANTS AND DONATIONS (GENERAL)

The budget for 2019/2020 is £5,100.

- a) Burnham Young Mariners – a request has been received from Margaret Mellard for financial support in the amount of £100.
- b) Burnham Week Limited – a request has been received from Annie Reid for financial support in the amount of £500 toward the annual firework display.
- c) Rotary Club of Burnham and the Dengie Hundred – a request has been received from His Honour Philip Clegg DL for financial assistance toward the 10k charity run.
- d) Burnham Art Trail – a request has been received from the co-ordinators for financial assistance in the amount of £890 for design and printing costs.

Members are requested to consider and determine the above.

14 TOWN COUNCIL SURGERIES

Date to be determined.

15 VOLUNTEERS IN POLICING

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

16 ALLOTMENTS IN ARCADIA ROAD

To receive an update from the Town Mayor and Councillor Peter Elliott following their meeting at Maldon District Council.

17 BURNHAM TOURIST INFORMATION CENTRE

To receive an update from the Town Mayor.

18 BURNHAM OBSERVATORY/SCULPTURE TRAIL

To receive an update on progress with the above.

19 WEBSITE

To receive a report on the service level agreement and associated costs.

20 PLANNING APPLICATION OUT/MAL/18/00443 - LAND NORTH WEST OF 2 MALDON ROAD, BURNHAM-ON-CROUCH

Further to Minute 615 of the Meeting of the Town Council held on Tuesday 19 March 2019, Members are requested to discuss progressing the complaint to Maldon District Council in respect of the above.

21 PLASTIC FREE BURNHAM

All Members have received a copy of the letter from Dawn Wood, solo Atlantic rower, requesting that the Town Council supports the journey to plastic free community status.

22 HANGING BASKETS

To receive a report from the Town Clerk on costs for the provision of hanging baskets in Station Road and the High Street.

23 MOAT FOUNDATION

To receive a report from the Town Clerk following a meeting with Nicola Syder.

24 PLANNING MEETINGS

i) Further to Minute 273 of the Planning Meeting held on Tuesday 19 February 2019,

Members are requested to consider and determine whether to hold some Planning Meetings on Mondays.

ii) Further to Minute 294 of the Planning Meeting held on Tuesday 2 April 2019,

Members are requested to consider and determine whether to record Planning Meetings.

25 CALENDAR OF MEETINGS 2019/2020

All Members have received a copy of the draft calendar.

Members are requested to approve the Meeting dates for 2019/2020.

26 ANY OTHER BUSINESS

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

27 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).

28 DATE OF NEXT MEETING

Statutory Annual Council Meeting – Wednesday 15 May 2019 at 7.30 pm.

29 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.

30 i) LAND MATTERS AND ii) STAFF MATTERS

i) To receive a report from the Town Mayor and Councillor Peter Elliott regarding the Arcadia Road allotments.

ii) To receive a report from the Town Clerk.

31 CLOSURE OF THE MEETING

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