

MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 18 SEPTEMBER 2018

Present: - Town Mayor, Councillor Mrs Wendy Stamp

Councillors: – Vanessa Bell, Ron Pratt C.C., Nick Skeens, Louise Pudney, Neil Pudney, Bob Calver and Mike Wood.

In Attendance: - Temporary Town Clerk, Joanna Jeffery

Sound Recording of Meeting
This Meeting was recorded.

433 Apologies for absence

Apologies were received from Councillors Mrs Helen Elliott and Peter Elliott.

434 DECLARATIONS OF INTERESTS

There were none

435 TOWN MAYOR'S ANNOUNCEMENTS

Councillor Mrs Wendy Stamp, the Town Mayor, reported that she had been exceptionally busy, attending meetings and events as follows:

Thursday 26th July – Burnham Swimming held at Southminster Pool

Plastics exhibition at the museum special mention to Jennifer Donnelly and Katie.

I attended Chairman of MDC Henry Bass Civic reception at Stow Maries

Helped at the Burnham allotments show and presented awards, well done everyone who exhibited especially when you consider the dry conditions. All results in their fb page.

Attended Art Club 54th Annual Exhibition at the museum and was very impressed at the standard of our local artists then went from there with Cllr Bell to Burnham Sailing Club for the launch of Burnham Week Ltd. Excellent hospitality thank you

Braved the wet conditions and attended the RNLI blessing outside the Whitehart on the Quay.

Opened Quay Day and what a lovely event and we were very lucky with the weather.

I wish to thank everyone who helped arrange, contribute, attend ect for the whole event but a special mention for Fiona & Phillip Clegg, Victoria, the CPO's, the bands, the stalls holders, Barrie my husband who arranged the car show, Peter May and of course Johnny Depp.

It was very hard work but worth it.

The Corinthian Bistro Dinner was Cllr Bell and my next event where Cllr Calver was present with his wife. Very good food and hospitality and the Commodore and his wife were perfect hosts. Thank you

In amongst all this I was running up and down to the Council offices as work had commenced and due to ill health of our clerks I was dealing with contractors and anything else that needed sorting.

The office has been an absolute mess and we are waiting for planning approval to replace the windows and remove the damp, redecorate and replace the flooring not only in the clerks office but in the entrance too.

I have photographs on my phone if any members wish to see the state of it following the asbestos survey.

Another lovely reception at The Burnham Sailing club where I have now committed to have a go at paddle boarding !!

Saturday saw the awards night where a popular winner of the town cup was Digger Harden and his crew sailing Glorious Fools. Full results on Burnham Week Ltd website. Another amazing evening at the Corinthian with Peter and Katie plus friendly sailors and their

partners. This was all rounded off with a fabulous firework display. Burnham council contributed towards this and it was very good indeed, enjoyed by many. I do have an apology to make I was due to give a talk at the gardening club on the 10th but I wrote it in my diary for the 12th I am so sorry but I was actually working on behalf of the council speaking at SEP.

Sadly I couldn't attend the well organised Touretts awareness day last Saturday but I am sure it was great.

I wish to thank everyone who has contributed to all events over the summer that has helped our residents and visitors have a super duper summer holidays.

Councillor Wendy Stamp, the Town Mayor also reported the following:

Smoke alarms are to be tested monthly.

Annual electrical test to be carried out.

Insurance documents dating back to 2013 did not list some assets, this situation has now been rectified.

436 MINUTES AND MATTERS ARISING

To confirm the Minutes of the Statutory Meeting of the Town Council held on Tuesday 24th July 2018, deferred to next meeting.

437 PLANNING COMMITTEE MINUTES

To receive the confirmed Minutes of the Planning Meetings held on Tuesday 24th July, Thursday 9th August and Thursday 30th August 2018.

RESOLVED: - that the confirmed Minutes of the Planning Meetings held on Tuesday 24 July, Thursday 9th August and Thursday 30th August 2018 be duly received.

438 TOWN CLERKS' REPORT

To receive the Town Clerk's Report and pass any Resolutions and Orders as necessary. Nothing to report.

439 DIARY DATES

Members to note (see separate sheet).

440 CO-ORDINATORS' REPORTS

- a) General Purposes-to include asbestos report and subsequent works required if necessary.
- b) Highways
Cllr Calver reported that to date no reply has been received from highways regarding a visitor sign at St Cuthbert's.
Millfields – no update from Highways to date.
Pippins footpath was reported January 2018 to Highways, Cllr Calver will take a look to see the extent of the damage.
High Street potholes are deemed by Highways not urgent at the present time.
- c) Environment
An offer has been made for Burnham Town Council to keep the Silhouette Tommy, subject to planning permission. Cllr Vanessa Bell proposed keeping the silhouette Tommy in its present position and applying for planning permission, seconded by Councillor Nick Skeens, all in favour.

Cllr Bell proposed the purchase and installation of two dog bins and one litter bin, at a cost of £398.20, seconded by Cllr Skeens, all in favour.

A resident on Foundry Lane contacted Cllr Bell to request BTC arrange works to trim the bushes in the bed outside his house as they had grown above wall height. This was a verbal agreement between the resident, Cllr Wood and Garwoods.

Cllr Bell proposed the arrangement of works at an approximate cost of £78 plus vat, seconded by Cllr Stamp, all in favour.

- d) Neighbourhood Development Plan
To receive an update on the printing of the NDP. NDP has now been printed. Cllr Wendy Stamp, Town Mayor reported that an email had been sent to Jon Simmons & Maldon District Council (who passed her onto the section 106 ECC officer) they will be carrying out a junction survey on the junction of Maldon Road in the future but no specific date as yet. A short discussion was held regarding the importance of the London plain tree at the junction.

441 DISTRICT COUNCILLORS' REPORTS

To receive reports from District Councillors.

Cllr Pratt reported that the three area planning committees will still remain as three. The Chief Executive at MDC has taken redundancy, three directors have appointed which will make the District Council more streamlined. Plans are in place to save £1.5 million pounds, MDC do not want to cut services, so there may be potential job losses.

The Local Highways Panel struggles for funding, but an offer of match funding has been declined for this year.

The Open Air Cinema to be held on Saturday 22nd September 2018 has sold out, proving to be a great success.

Cllr Neil Pudney reported that the new health hub at South Woodham Ferrers would not affect Burnham at all. Southend, Broomfield and Basildon Hospital will be merging to create a Foundation Trust.

442 TOWN COUNCIL REPRESENTATIVES' REPORTS

To receive reports from Town Council Representatives on external bodies/organisations.

It was reported that yacht harbour dredging is to increase by 25%, Cllr Neil Pudney is to meet with the harbour master. Cllr Skeens enquired if an impact assessment had been carried out for the house boats.

Cllr Skeens informed that Saint FM has been renamed Crystal FM.

Hall Road – both ambulance and fire services have expressed the desire for emergency access only.

Cllr Skeens informed that the website is up and running and working well.

Cllr Pratt expressed the gratitude of the bee keepers for BTC donation.

Cllr Stamp, Town Mayor gave Thanks to the River Rats who added atmosphere to Quay Day.

443 ACCOUNTS AND TRANSFER OF FUNDS

- a) To approve the payment of Accounts for August/September 2018 and agree a transfer of funds to meet the Town Council's financial requirements,

RESOLVED: - Approved

- b) To receive the comparison of actual to budgeted payments and receipts to August/Sept 2018.

RESOLVED: - Noted

A suggestion was made to Burnham Town Council to purchase their own pop up gazebos for local events to use/hire, to be a future agenda item.

Quay Day accounts are to be published by the Town Clerk.

444 GRANTS AND DONATIONS (GENERAL)

The Budget for 2018/2019

None received

445 TOWN COUNCIL SURGERIES

A Surgery will be held in the Council Offices between 10.30 and 11.30 am on the following dates: - (no appointment is necessary)

Suspended until office refurbishment completed.

446 COMMUNITY ACTION PANEL (standing item)

To receive reports from the Town Council's representatives and updates arising from meetings of the above.

Next meeting will be held on 27th September 2018 the focus will be Eves corner and the Railway Bridge.

To discuss whether this can come off the agenda and be reported under Councillors reports. Cllr Calver commented that it was useful to bring areas of CAP to council as bullet points.

Cllr Pratt proposed the removal of this agenda item, seconded by Cllr Stamp, Town Mayor

Resolved: this item will now be added on an as and when basis.

447 DENGIE HUNDRED GROUP OF PARISH COUNCILS (standing item)

To receive any updates arising from meetings of the above.

21st November 2018, Annual Quiz to be held at Southminster Bowls Club.

RESOLVED: - Remove as a Standing Item report to follow on Town Councillor reports.

448 PSCO's

The Mayor apologised as this should be headed SPECIALS, when putting agenda together it was an error on her part.

To receive and update from the Mayor and Cllr. Skeens

£4,000 is in the 2018/19 budget. Specials can give presence in the town at a cost of £1,000 for 500 hours, Cllr Calver proposed the use of specials, seconded by Cllr Pratt, Cllr Wood voted against the proposal.

RESOLVED: - Approved – Town Clerk to write a letter of instruction.

449 PUBLIC FORUM

To discuss having two sessions for members of the public to ask questions. One at the beginning of the meeting the second staying where it is.

Cllr Pratt proposed the allocation of ten minutes to two public forums, first item to be specific to the agenda, second item to be Public Forum, seconded by Cllr Stamp, Town Mayor.

RESOLVED: - Approved.

450 STAFFING COMMITTEE

Members are requested to consider and determine if the Town Council wishes to approve the formation of a Staffing Committee and Staffing Sub Committee which will replace the current employment panel.

Cllr Stamp informed that there must be a minimum of 4 councillors on each committee, Cllr Pratt enquired why two committees were needed?, Cllr Stamp informed that any staff grievances could be run through an alternate committee if a councillor was on said committee. Only sub committees can meet without notice or in an emergency. Cllr Bell commented that best practise should be considered.

Cllr Wood commented that he does not agree with staffing or staffing sub committees.

Cllr Wood proposed that all members of Burnham Town Council to join one staffing committee, seconded by Cllr Calver, 2 for, 6 against.

Cllr Pratt proposed a staffing committee of four councillors, seconded by Cllr Stamp, 7 for, 1 against.

Resolved: Councillors to be decided at next meeting.

451 BURNHAM ON CROUCH CARNIVAL

- a) Member to discuss supporting the Carnival as they have recent years and pay £1000.00 towards the security cost.
Proposed by Cllr Pratt,, Seconded by Cllr Stamp, all in favour.
- b) Members to discuss the Carnival using the Town Council as a permanent address so it wouldn't have to be changed if a committee member left. A discussion was held regarding post opened in error, Burnham Town Council will not be held responsible for this and any agreement would be subject to a letter from the Carnival committee indemnifying Burnham Town Council.
Proposed by Cllr Pratt, seconded by Cllr Mrs Louise Pudney
RESOLVED: - Approved, subject to agreed terms of reference.
- c) Members to discuss the carnival committees request to borrow the town councils van for the day.
A discussion was had regarding insurance for the van.
Cllr Pratt proposed subject to insurance the use of the town council's van, seconded by Cllr Skeens, vote 3 for, 5 against.
Resolved: Burnham Town Council van would not be loaned to the carnival committee or any other group.
- d) Members to discuss erection of the banner across the railway bridge.
Maldon District Council has given permission for a banner to be placed on the shoppers car park at the Co-op.
Resolved Banner could on the railings outside the Dr's and shopper's car park but not on the railway bridge due to insurance requirements not being met.

452 INFORMAL PLANNING DISCUSSIONS

The Town Mayor has been contacted by three prospective developers who wish to meet informally with her and fellow councillors.

Members are requested to consider if the Town Council wishes to meet with them.

Cllr Stamp commented that at all levels of council; early discussions with developers are a benefit.

Cllr Stamp proposed meeting with prospective developers, seconded by Cllr Mrs Pudney.

RESOLVED: - Approved- members may attend if they wish to do so.

453 DEVONSHIRE ROAD

To receive a request to discuss an application to add double yellow lines to the south side of Devonshire Road. Cllr Pratt is assisting on this and this agenda item has been requested to be heard at the beginning of the meeting.

A parishioner raised concerns, informing that 8 vehicles are currently parking during the day around the Devonshire Road Bend, a letter has been sent to Highways which was read out. A discussion took place regarding a roundabout at Fiveways, Cllr Calver informed that 3 accidents had been noted at the junction and therefore there is no sufficient evidence to suggest a roundabout is needed.

Cllr Louise Pudney commented that there is far too much on road parking around the town. Cllr Pratt informed this is covered by the South Essex Parking Partnership, no costs are involved as the partnership is funded by fines. Parishioners can apply for a survey. It was commented that it has been a long standing discussion regarding making Devonshire Road one way.

Cllr Pratt proposed the South Essex Parking Partnership carry out a survey, seconded by Cllr Bell.

Resolved: Burnham town Council to ask South Essex Parking Partnership to carry out survey.

454 MEMORIAL BOOK

To receive an update from the Town Clerk and members on Burnham's memorial book.

Resolved Town Clerk to manage Memorial Book.

455 TOWN BENCHES

Members to discuss who is responsible for maintenance of existing benches. Town Clerk to supply information.

Cllr Pratt informed that Maldon District Council policy on benches is as follows: all benches have an expected life and will be destroyed thereafter, there are not supplied in perpetuity. A memorial bench along the sea wall was to be maintained by the town council, this was a verbal agreement with a previous Clerk, no records can suggest this is correct. The family member has asked that they can remove the bench as now in need of repair. Cllr Skeens will inform before removal talks must be held with Maldon District Council.

456 PROVIDENCE CAR PARK

To receive quotes regarding maintenance and replacement signs from Cllr Bob Calver.

Cllr Calver reported that only one quote has been received to date.

Cllr Stamp proposed delegated power to Cllr Calver, seconded by Cllr Pratt and go ahead with quote if the others are more expensive.

457 STATION CAR PARK

To receive a report from Cllr Calver and Cllr Pratt on a recent meeting.

Cllr Pratt informed that it is currently slow progress at the present time, further updates will be given once obtained.

458 ALLOTMENTS

To receive an update from The Town Mayor.

Meeting is to be rescheduled; a further update will be given.

459 TOWN MAYOR'S CHAIN

To receive an update on the cost from the Town Mayor.

Approximate costing of £2,000

Cllr Stamp proposed works to be carried out by Fattorini, seconded by Cllr Pratt.

RESOLVED: - Approved.

460 ANY OTHER BUSINESS

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

Cllr Stamp informed the cancellation of the budget meeting on 30th October 2018, with a new date of 11th December 2018 @ 7.30pm. 2 informal pre meetings to be held Saturday 17th November 2018 and Saturday 1st December 2018, both meetings to be held in the morning, times to be confirmed.

461 QUESTIONS

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.

Cllr N Skeens will drop a copy of the Neighbourhood Plan into the library.

Can BTC speak to Maldon Finance and Community Services before any sale on Springfield Road.

It was reported that the Maldon and Burnham Standard will not have a full time photographer after 31/10/2018.

462 CLOSURE OF THE MEETING

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

Meeting closed at 9.58pm.