

MINUTES OF THE STATUTORY MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 24 JULY 2018

Present: - Town Mayor, Councillor Mrs Wendy Stamp

Councillors: – Vanessa Bell, Bob Calver, Mrs Helen Elliott, Peter Elliott, Mrs Louise Pudney, Neil Pudney, Ron Pratt C.C. and Nick Skeens.

In Attendance: - Town Clerk, Sarah Grimes.

Sound Recording of Meeting

This Meeting was recorded.

402 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Mike Wood.

403 DECLARATIONS OF INTERESTS

Councillor Mrs Helen Elliott declared a Personal, Non-Prejudicial Interest in Agenda Item 10. Councillor Mrs Elliott stated that she would remain in the Chamber but would not take part in the discussions therein or voting thereon.

404 TOWN MAYOR'S ANNOUNCEMENTS

Councillor Mrs Wendy Stamp, the Town Mayor, reported that she had been exceptionally busy attending events, meetings and training. She had taken a first aid course and passed with a qualification.

The Mayor was very honoured to be asked to open the sensory garden at Down Hall Residential Home in Bradwell. It is a fantastic place and she had stayed and spoken to the residents and staff and looked round the facility.

She had attended: -

- i) one of the open garden days, arranged by Linda Green and visited a magical and surprising garden in King Edward's Avenue.
- ii) the Rugby Club dinner, where the lovely Jane English and her group provided the music, it was fantastic and everyone danced until well after midnight.
- iii) the Burnham Sailing Club Dinner, with Councillor Bell, where she had presented the St Matthews Cup and watched a very interesting presentation on the history of the squib. The food and company were excellent.
- iv) the Town Council's Civic Service which was first class. Rev. Vera Wadman conducted an excellent service with lovely readings performed by some of the Council's guests and herself. The food and service at the Royal Corinthian were very good.

The Mayor thanked Sarah Grimes, the Town Clerk, for her exemplary organisation and attention to detail. Numerous comments had been received about how good the event had been.

- v) Ormiston Rivers Academy, for their special achievements awards ceremony. The Mayor stated that Ms Costello and her team of hard working teachers must be so very proud. The school was rated in the top 20% last year and she was very happy to announce they had just received the accolade of rising to the top 10%. The students and their achievements were outstanding. The Mayor said that she really wants to be more involved with all of the Town's schools in the future, with the support of all Members.
- vi) the opening of the Co-op where she had pictures taken with the Manager, Mr Hammond and the golden ticket winners. The new shop layout was far better and they now have an M and Co clothes store which would stock men's clothing.

404 TOWN MAYOR'S ANNOUNCEMENTS (continued)

vii) the RNLI open day, which was a hot day and so much fun. It was very well attended and the hospitality was excellent. She thanked Dave and everyone else who volunteers for this 4th emergency service. The Mayor said that she nearly lost the centre part from the Mayor's chain so had walked around holding it for most of the day!

viii) 'Close to Home' summer fete with the little kiddies.

ix) the Knightswood Centre, who had dramatically reduced their event opening hours due to Football and tennis finals. Councillor Pratt had been spotted eating cake and drinking tea!

x) the Dengie Rocks against dementia event on the Quay. She had judged the fancy dress competition and face painting. It was a fabulous day.

xi) the Town Council's Burnham in Bloom presentation evening, the previous Friday. There had been some new winners and old friends.

xii) Southminster Flower Show, accompanied by her daughter, which was very good indeed.

The Mayor had sadly been unable to attend the Scouts event or accept the Citizens Advice Bureau invitation and apologised for that.

405 MINUTES AND MATTERS ARISING

RESOLVED: - that the Minutes of the Meeting of the Town Council held on Tuesday 26 June 2018, be confirmed and signed.

Councillor Neil Pudney stated that he would report progress on matters relating to Minute 382, later in the Meeting.

406 PLANNING COMMITTEE MINUTES

RESOLVED: - that the confirmed Minutes of the Planning Meetings held on Tuesday 26 June and Tuesday 10 July 2018, be duly received.

407 TOWN CLERKS' REPORT

This was noted and in particular: -

1. A letter from the Burnham Branch of the Royal British Legion stating that they would be opposed to fencing around the War Memorial.

The Clerk reminded Members that the Council had previously resolved not to erect fencing around the Memorial and to consult with the local Royal British Legion prior to any future decisions.

2. The summer swimming programme had begun and would run for five weeks.
3. MDC News Release – a skate park art event would take place at Riverside Park in August.
4. The new Chief Constable for Essex Police is Ben-Julian Harrington.
5. Father Mark North would be leaving the Parish later in the year to take up a position in Brentwood.

408 DIARY DATES

These were noted.

409 CO-ORDINATORS' REPORTS

- a) General Purposes – Councillor Peter Elliott reported that:
 - i) a replacement van had been purchased. Councillor Skeens thanked the Town Mayor for all her efforts in sourcing and collecting the vehicle. The Mayor stated that she and Councillor Elliott had worked closely together and
 - ii) there is a new tenant for Station House with a one year licence.

Councillor Vanessa Bell asked for an update on the renewal of an existing licence. The Clerk responded that the terms of a licence could not be discussed in open session but all paperwork had been completed and was awaiting signature.

409 CO-ORDINATORS' REPORTS (continued)

- c) Highways – Councillor Bob Calver reported: -
- i) the street lights on Springfield road were now on,
 - ii) a complaint had been received regarding parking on Foundry Lane,
 - iii) the NCP Contracts Manager would be meeting with him on 24 August to discuss the use of the Station Car Park,
 - iv) a request had been received for signage for St Cuthbert's Church,
 - v) a request had been received from CAP for additional parking restrictions on Springfield Road and
 - vi) Millfields parking consultation would be discussed under a later Agenda Item.

Councillor Peter Elliott stated that the car parking on Foundry Lane works. He outlined the provisions that ECC had made.

The Mayor stated that the NCP meeting would be open to all Members to attend.

- d) Environment -
- i) the Clerk reported that the Council's gardener is transporting green waste to the local RCHW in his own vehicle. Councillor Ron Pratt CC stated that he had had many meetings with the Portfolio holder regarding the County Council's RCHW vehicle access restrictions. However, these would not be relaxed. The Town Council, as a commercial enterprise, would have to pay for its green waste to be removed or request green waste bins from MDC. Councillor Peter Elliott stated that he would take this forward as General Purposes Co-ordinator and report back to the next Meeting.
 - ii) Councillor Bell had circulated the notes from the extraordinary meeting of the Railway Bridge Taskforce. The group had now been wound up but Councillor Bell was looking for new volunteers,
 - iii) Litter pickers – it was
RESOLVED: - that the Town Council purchase additional litter pickers.
 - iv) Councillor Bell proposed that dog waste bins be provided for sites at Cedar Grove and Creeksea. She confirmed that the cost of one bin would be £200.77 including emptying, if a post was required and less if it was not. Councillor Pratt stated that there would probably be additional costs involved for emptying. It was
RESOLVED: - that two bins be provided, one at Cedar Grove and one at Creeksea and that Councillor Bell would email confirmation of costs to Members prior to any order being placed.
Councillor Calver expressed concerns at the ongoing dog waste issue and the Mayor responded that the CPOs would be submitting monthly reports.
 - v) Members briefly discussed the sculpture trail and it was agreed that Councillor Skeen's idea of a sunset point mini observatory was a good one. Councillor Bell would liaise with MDC and report back accordingly.
 - vi) The Town Mayor reported that both Maldon District Council and Essex County Council were involved in the water refill scheme which was launching that week. Congratulations were extended to all involved.
- e) Neighbourhood Development Plan
The Mayor reported that the final printed plans were due to be delivered.

410 DISTRICT COUNCILLORS' REPORTS

Councillor Pratt stated that he had not attended the Planning and Licensing Committee meeting. The Burnham West application had been discussed at full Council and the Burnham District Members had spoken against it but had lost the vote.

The Town Mayor reported that the new national planning policy framework had been released that day and stated that the District Council is in breach of the NPPF regarding noise.

410 DISTRICT COUNCILLORS' REPORTS (continued)

Councillor Neil Pudney stated that Jane Farrell is the new Managing Director of the Strategic Transformation Partnership. There are nineteen suggestions for clinical service reconfigurations. Basildon will be the main hospital for heart surgery and Broomfield the main burns centre. Three Trusts will be merging early in 2019. St Peter's is to be used as an intermediary centre, controlled by the CCG.

Councillor Peter Elliott stated that there had been a proposition to shut the tourist information centre with immediate effect. There would be a district wide review. However, the TIC would remain open until 31 March 2019.

The Mayor reminded Members that the Town Council makes a financial contribution to the TIC and Councillor Elliott responded that this information would be fed to the working group.

411 TOWN COUNCIL REPRESENTATIVES' REPORTS

Councillor Calver reported that the National Sports' Institute had wanted to be on the Quay during Burnham Week. It was not appropriate. However, the Royal Yachting Association may be to help.

The Town Clerk was asked to obtain prices for replacement bunting. Councillor Pratt suggested using MDC sense of place bunting and he suggested contacting Karen Bomford at MDC.

Councillor Skeens referred to the rumoured closure of the Crouch Yacht Club and Councillor Bell responded that the sale of the building was going through and that the club would continue, in name. Councillor Skeens expressed concerns about the conservation area and in particular the waterfront.

Councillor Mrs Helen Elliott stated that the Village Hall Annual General Meeting would be held that week.

Councillor Neil Pudney reported that a Crouch Harbour meeting had been held on 4 July. The new owner of the Llys Helig has asked the CHA for a few months grace whilst deciding on the best contractor to carry out the works.

Councillor Peter Elliott stated that the Wallasea Island project was coming to its end and construction work would be completed in September. Chris Tyas would be leaving the project in early 2019. Site wardens were currently undergoing training and there is delay on the visitor centre. The mechanical handling equipment had been sold. Councillor Elliott stated that he doubted the Liaison Committee would continue, as it had originally been set up under a section 106 agreement. It was likely that the final meeting would be held in January 2019.

Councillor Skeens had attended a meeting with Sarah-Joy Maddeaux of Essex County Council in respect of the listening bench and a Friends group was being formed. The bench had been vandalised and there was substantial damage. Maldon District Council had removed it. Recordings would be updated for Remembrance. It was

RESOLVED: – that i) the nomination of a Council representative to the Friends of the Listening Bench Group be included on the Agenda for the Statutory Annual Council Meeting in May 2019 and ii) the Friends of the Listening Bench Group be allowed to use the Council Chamber for their meetings, at no charge.

The Little Ships large information board would be paid for by donation.

The Vanguard trust was still not set up.

Dengie Rocks against Dementia had raised £1,200 and musicians and technicians had given their time.

There was no update on the BMX Park.

Saint FM is now Crystal Radio.

Councillor Skeens stated that he would be going to the Essex Records Office for information regarding the Marsh Road access issue.

411 TOWN COUNCIL REPRESENTATIVES' REPORTS (continued)

Councillor Pratt stated that preparations for the Carnival were progressing well and the committee was applying for charity status. Twenty-two shop windows had entered the competition. The committee had applied for the Co-op green token scheme.

Councillor Mrs Helen Elliott declared a Personal, Non-Prejudicial Interest in the following Item and took no part in the discussions therein or voting thereon.

Councillor Pratt had attended the winding-up meeting of the Friends of the Burnham Cemetery Chapel Group. There had been two motions at that meeting. 1) To donate the money to charity. However, as the money had been raised by Burnham people for a local project, it had been agreed that the Town Council could be asked to hold the funds, in a separate bank account. 2) To wind up the committee but the group would lay dormant. Clarification was needed regarding what would happen to the funds. Councillor Pratt had spoken informally to MDC to look at whether £4,000 could be match funded to stop further deterioration of the Chapel. One suggestion was that the beekeepers could use the Chapel, but this was only a germ of an idea.

Councillor Peter Elliott left the meeting at 8:29 pm.

412 ACCOUNTS AND TRANSFER OF FUNDS

- a) **RESOLVED: - that the payment of Accounts for June/July 2018 be approved and signed.**
- b) Members noted the comparison of actual to budgeted payments and receipts to June/July 2018.

413 GRANTS AND DONATIONS (GENERAL)

The Budget for 2018/2019 was £1,700.

The following applications had been received: -

Councillor Ron Pratt declared a non-pecuniary Interest in i) and left the Chamber at 8.41 pm for discussion of this Item.

- i) Southminster Parish Council 'Halloween Party in the Park 2018' – all Members had received a copy of the letter from Joanna Jeffrey, Parish Clerk, requesting a donation, in support of the above event. It was
RESOLVED: - that a donation of £100 be approved.
- ii) Tourettes Awareness Fun Day 15 September 2018 – all Members had received a copy of the email from Claire Payne in respect of the above event. The organiser was seeking the Town Council's financial assistance for the provision of toilets. It was
RESOLVED: - that a donation of £220 be approved.
- iii) Members noted that Burnham Week Limited had requested the Town Council's contribution to the end of week fireworks. The Clerk reminded Members that the 2018/19 budget provision for the fireworks was £500.
Members expressed concern that the 2017 payment due from BW Ltd. was extremely late. It was
RESOLVED: - that the annual donation of £500 be approved.

414 TOWN COUNCIL SURGERIES

RESOLVED: - that Councillor Mrs Louise Pudney and the Town Mayor attend the Surgery to be held on Saturday 8 September 2018.

415 COMMUNITY ACTION PANEL (standing item)

All Members had received a copy of the information regarding

- i) Eves Corner – Councillor Skeens had met with Mr Harris and Councillor Pratt.
- ii) the Railway Bridge.
- iii) Maldon Road.

416 DENGIE HUNDRED GROUP OF PARISH COUNCILS (standing item)

The next Meeting would be held on 3 September and Nick Alston would be attending. The Town Mayor reported on the provision of parish funded Special Constables. Members were reminded that the Town Council had provided £4,000 within its 2018/19 for this. It was

RESOLVED: - that discussion of the provision of a parish funded Special Constable be included as an Agenda Item for the next Meeting.

417 TOWN COUNCIL WEBSITE

The website was launched. Councillor Skeens requested the Council's approval for an upgrade to a colour licence for the Town calendar at a cost of \$49 pa.

RESOLVED: - approved.

Councillor Skeens reported that a search engine optimisation could be obtained at a cost of £200.

RESOLVED: - approved.

418 PIPPINS ESTATE SECTION 106 PAVILION AND THE HAUL ROAD PLANNING CONDITIONS

Pippins Estate Section 106 Pavilion -

RESOLVED: - that the Town Mayor and Clerk write to the developer.

Haul Road Planning Conditions – Councillor Skeens stated that he was seeking the views of the Emergency Services. It was agreed that Councillor Skeens would continue to pursue this but ensure that he was talking to Officers at the appropriate level of command. It was

RESOLVED: - that a letter be sent to Richard Holmes asking that the District Council undertake a risk assessment.

419 FINANCE & ASSET MANAGEMENT COMMITTEE

Further to Minute 365 of the Meeting of the Town Council held on Tuesday 29 May 2018, Members discussed whether the Town Council wished to approve the formation of a Finance & Asset Management Committee. It was

RESOLVED: - that the formation of a Finance and Asset Committee not be approved at this time.

420 BURNHAM RUGBY CLUB

The Burnham Rugby Club would like to make a donation of £100 towards a worthwhile cause for the benefit of the local community. The Town Council was being consulted. Members discussed suitable beneficiaries. It was agreed that the Town Mayor would liaise with the Rugby Club.

421 THE SOUTH ESSEX PARKING PARTNERSHIP (MALDON DISTRICT) (PERMITTED PARKING AREA AND SPECIAL PARKING AREA)(AMENDMENT NO.34) ORDER 201

Councillor Ron Pratt CC, declared an Interest as the Chair of the SEPP. He stated that he would like to listen to the discussions but would not take part.

On 5 July 2018, the South Essex Parking Partnership published the above proposed Traffic Regulation Order, the Order sought to: -

1. Remove part of the recently introduced double yellow lines in Millfields Access Road, Burnham on Crouch, to allow some parking;

RESOLVED: - that i) the Town Councils support the views of the Rugby Club and ii) Councillor Calver draft an appropriate response.

2. Provide a parking restriction on a Tuesday in part of the High Street, Burnham on Crouch, to allow the market to function.

RESOLVED: - Agree and support.

422 MEMBER CALL-IN PROCEDURES AND SPEAKING POLICY FOR SOUTH EASTERN AREA PLANNING COMMITTEE MEETINGS

Further to Minute 164 of the Planning Meeting held on 4 June 2018, Members were requested to revisit the following:-

i) The Town Council's procedures regarding 'member call ins'. It was

RESOLVED: - that i) any Member of the Council can speak at South Eastern Area Planning Committee Meetings, no matter what the size of the development, and ii) a copy of their statement must be circulated to all Councillors beforehand.

ii) Councillor Pratt reminded Members of the call-in process.

423 MALDON DISTRICT COUNCIL STATEMENT OF LICENSING POLICY

Maldon District Council is required by law to publish a Statement of Licensing Policy; its existing policy will expire in January 2019. The Council had reviewed and updated its policy and as part of the consultation process was seeking feedback from stakeholders.

RESOLVED: - Noted and Supported.

At 9.30 pm the Town Clerk advised the Mayor that in accordance with Standing Orders, Members were required to approve an extension to the Meeting, to allow further items of business to be discussed.

RESOLVED: - accordingly.

424 SUBMISSION OF CHELMSFORD LOCAL PLAN TO THE SECRETARY OF STATE – REGULATION 22 OF TOWN AND COUNTRY PLANNING (LOCAL PLANNING) (ENGLAND) REGULATIONS 2012 (as amended)

Members noted that the Town Council had been informed, as a registered consultee on Chelmsford City Council's Local Plan consultation database, that the Council had submitted the Local Plan to the Secretary of State for examination by an independent Planning Inspector.

425 DRAFT MALDON DISTRICT VEHICLE PARKING STANDARDS SUPPLEMENTARY PLANNING DOCUMENT (SPD)

DRAFT MALDON DISTRICT STATEMENT OF COMMUNITY INVOLVEMENT (SCI)

The District Council was seeking comments on the above documents to help it implement the Approved Local Development Plan for the Maldon District (2014-2019).

RESOLVED: - Noted and supported.

426 TOWN MAYOR'S CHAIN

The Town Clerk had received a quotation for refurbishment works to the Mayor's Chain. It was proving difficult to obtain three quotations. The works were likely to cost £2,000 and the budget provision was £1,000. It was

RESOLVED: - that the works be authorised and that the Town Clerk liaise with the General Purposes Co-ordinator accordingly.

427 QUAY DAY

All Members had received a copy of the letter from Fiona Clegg, the organiser, requesting an increase in the Council's funding of the above event to provide additional entertainments. It was

RESOLVED: - that an additional sum of £500 be approved for Quay Day.

428 BEEKEEPERS' ANNUAL LICENCE AND BEE FRIENDLY FLOWERS

Councillor Pratt reported that the Beekeepers would like to change the terms of the licence from annually to a period of four/five years. The land where the hives are located is in the ownership of the Town Council. Councillor Pratt reminded Members that £200 had been agreed several years previously to provide bee friendly flowers but the payment had not been made. It was

RESOLVED: - that i) the terms of the beekeepers' licence be discussed once the allotment site ownership issue has been resolved and ii) a payment of £200 be approved for bee friendly flowers.

429 ANY OTHER BUSINESS

There was none.

430 QUESTIONS

Q. I am in favour of the new market parking but the traders are not keeping to the regulations at the minute. Can the Council write to the market inspector?

A. Yes.

Q. I welcome getting the head of planning at MDC to a Council Meeting. I remember a Councillor saying that BTC "would get lots of goodies". What advantages have we got?

A. (Mayor) This information is available via the MDC website under Section 106s.

Q. I am looking for a performance appraisal of MDC?

A. (Mayor) Planning & Licensing produce appraisals. I will obtain one for you.

Q. May I have two copies of the NDP?

A. Yes.

The Meeting was adjourned at 9.41 pm and reconvened at 9.42 pm.

431 SUMMER RECESS – DELEGATION OF AUTHORITY 25 JULY TO 3 SEPTEMBER 2018

RESOLVED: - that "authority be delegated to the Town Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in consultation with the Town Mayor, Deputy Town Mayor and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council".

432 CLOSURE OF THE MEETING

Having considered and determined all items of business, the Meeting was closed at 9.43 pm.