



**Councillor Wendy Stamp, Town Mayor**

**Sarah Grimes, Town Clerk**  
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**BURNHAM-ON-CROUCH**  
**Essex**  
**CM0 8JA**

16 May 2019

**To All Electors of the Parish of Burnham-on-Crouch**

### **ANNUAL TOWN MEETING**

You are invited to attend the above Meeting to be held in the **COUNCIL CHAMBER OF THESE OFFICES ON TUESDAY 28 MAY 2019, commencing at 7.30 pm.**

Yours faithfully,

TOWN MAYOR

A handwritten signature in black ink, appearing to be 'Wendy Stamp', written over a large, loopy flourish.

### **IMPORTANT NOTICES**

- 1 Local government electors, included on the current electoral roll in the parish of Burnham-on-Crouch, are entitled to speak and if required, to vote at this Annual Meeting.
- 2 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.
- 3 Sound Recording of Meeting - the Council will be recording all parts 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.

**ANNUAL TOWN MEETING OF THE PARISH OF BURNHAM-ON-CROUCH  
TUESDAY 28 MAY 2019, AT 7.30 pm IN THE COUNCIL CHAMBER OF THE COUNCIL  
OFFICES, CHAPEL ROAD, BURNHAM-ON-CROUCH, ESSEX, CM0 8JA.**

**AGENDA: -**

**1 WELCOME**

The Town Mayor will chair the Meeting.

**2 APOLOGIES FOR ABSENCE**

**3 MINUTES AND MATTERS ARISING**

To confirm the Minutes of the Annual Town Meeting held on Tuesday 24 April 2018.

**4 ANNUAL REPORT**

To receive the Annual Report of the Town Council for 2018/2019.

**5 MALDON DISTRICT COUNCIL**

To receive a report from Maldon District Council.

**6 ESSEX COUNTY COUNCIL**

To receive a report from Councillor Ron Pratt, CC, the Town's representative on Essex County Council.

**7 REPRESENTATIVES TO EXTERNAL BODIES & ORGANIZATIONS**

To receive reports from representatives appointed by the Town Council to external bodies and organisations.

**8 PUBLIC FORUM**

Local government electors, included on the current electoral roll in the parish of Burnham-on-Crouch, may ask questions of the Council, which will usually be answered by the Chairman, the Clerk to the Council, or a designated Councillor. It is sometimes helpful to let the Clerk have prior notice of any matters you may wish to raise.

**9 CLOSURE OF THE MEETING**

To close the Meeting at the conclusion of all business.