



**Councillor Mrs Wendy Stamp
Town Mayor**

**Sarah Grimes, Town Clerk
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**Council Offices
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CM0 8JA**

13 September 2019

ALL COUNCILLORS BURNHAM-ON-CROUCH TOWN COUNCIL

Dear Sir/Madam,

EXTRAORDINARY TOWN COUNCIL MEETING

You are summoned to attend an **Extraordinary Meeting of the Burnham-on-Crouch Town Council**, to be held in the Council Chamber of these Offices on **Wednesday 25 September 2019 at 6.30 pm.**

Members of the Public and Press are welcome to attend.

Yours faithfully,

TOWN MAYOR

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 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.

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 STANDING ORDERS AND FINANCIAL REGULATIONS

Members are requested to consider, amend (if necessary), approve and adopt the above (deferred from 3 September 2019).

4 HAUL ROAD WORKING GROUP

Members are requested to appoint members to the above group.

5 CONCLUSION OF EXTERNAL AUDIT

To receive a report on the conclusion of the external audit for the year ended 31 March 2019.

6 TOURIST INFORMATION CENTRE

To receive a report from Councillor Fiona Clegg. Members are requested to discuss the distribution of Maldon District Council furniture for the above.

7 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.

8 ALLOTMENTS

To receive an update from the Town Mayor.

9 CLOSURE OF THE MEETING

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