



**Councillor Mrs Wendy Stamp
Town Mayor**

**Sarah Grimes, Town Clerk
Telephone: 01621 783 426
email office@burnhamtowncouncil.com**

**Council Offices
Chapel Road
BURNHAM-ON-CROUCH
Essex
CM0 8JA**

8 October 2019

ALL COUNCILLORS BURNHAM-ON-CROUCH TOWN COUNCIL

Dear Sir/Madam,

STATUTORY TOWN COUNCIL MEETING

You are summoned to attend a **Statutory Meeting of the Burnham-on-Crouch Town Council**, to be held in the Council Chamber of these Offices on **Tuesday 15 October 2019 at 7.30 pm.**

Members of the Public and Press are welcome to attend.

Yours faithfully,

SJ 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.

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 3 September and the Extraordinary Meeting held on Wednesday 25 September 2019.

5 PLANNING COMMITTEE MINUTES

To receive and sign the confirmed Minutes of the Planning Meetings held on Tuesdays 3 and 24 September 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

- General Purposes – Councillor Mrs Wendy Stamp
- Highways – Councillor Bob Calver
- Website – Councillor Nick Skeens

10 ENVIRONMENT COMMITTEE

To receive a report from the Meeting held on Thursday 10 October 2019 and to discuss matters arising from that Meeting.

11 DISTRICT COUNCILLORS' REPORTS

To receive reports from District Councillors.

12 TOWN COUNCIL REPRESENTATIVES' REPORTS

To receive reports from representatives to outside bodies.

13 ACCOUNTS AND TRANSFER OF FUNDS

- a) To approve the payment of Accounts for October 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 October 2019, and
- c) To receive the bank reconciliation.

14 GRANTS AND DONATIONS

The remaining budget for 2019/2020 is £2,450.
No applications have been received for this Meeting.

15 TOWN COUNCIL SURGERIES

The Town Clerk will report on the Surgery date for November.

16 GENERAL POWER OF COMPETENCE

All Members have received a copy of the Town Clerk's report.

Members are requested to consider the above and to pass a Resolution confirming the Council's eligibility to use the General Power of Competence.

- 17 TOURIST INFORMATION CENTRE**
To receive an update from Councillor Fiona Clegg.
- 18 HAUL ROAD**
To receive a report from the Working Group.
- 19 PARAMEDIC COVER IN BURNHAM**
To receive a report from Councillor Nick Skeens on the above (deferred from 23 July and 3 September 2019).
- 20 ALLOTMENTS IN ARCADIA ROAD**
To receive a report from the Town Mayor.
- 21 ESSEX POLICE 'MAKE A DIFFERENCE'**
All Members have received a copy of the letter from Roger Hirst, Police, Fire and Crime Commissioner, in respect of the above.
Members are requested to consider and determine the Town Council's response to the survey.
- 22 PROVIDENCE CAR PARK**
Members are requested to consider a revised quotation for the repair of a pothole.
- 23 THE ESSEX COUNTY COUNCIL (MALDON DISTRICT) (PERMITTED PARKING AREA AND SPECIAL PARKING AREA) (AMENDMENT HO.3) ORDER 201**
All Members have received a copy of the information in respect of the above. Comments on the proposals are requested by 18 October 2019.
Members are requested to consider and determine the Town Council's response.
- 24 FENCING AT THE ALLOTMENTS**
All Members have received a copy of three quotations for the replacement fencing.
Members are requested to consider and determine the above.
- 25 SUMMER SWIMMING PROGRAMME**
All Members have received a copy of the co-ordinator's report and attendance figures in respect of the above.
Members are requested to consider the above.
- 26 'TOMMY' GARDEN**
To receive a report from the Town Mayor and Town Clerk.
- 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 DATES OF NEXT MEETINGS**
Members to note the following:
Town Council Budget Meeting – Tuesday 29 October 2019 at 7.30 pm.
Town Council Meeting – Tuesday 19 November 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) ALLOTMENTS IN ARCADIA ROAD

To receive a report from the Town Mayor.

ii) STATION HOUSE

To receive a report from the Town Clerk on a request from a licensee.

31 CLOSURE OF THE MEETING

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