



**Councillor Mrs Wendy Stamp
Town Mayor**

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11 November 2019

ALL MEMBERS OF THE BURNHAM-ON-CROUCH TOWN COUNCIL ENVIRONMENT COMMITTEE

Dear Sir/Madam,

ENVIRONMENT COMMITTEE MEETING

You are summoned to attend a **Meeting of the Burnham-on-Crouch Town Council Environment Committee**, to be held in the Council Chamber of these Offices on **Monday 18 November 2019 at 10 am.**

All Town Councillors and 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.

THIS MEETING TAKES PLACE DURING THE PURDAH PERIOD PRIOR TO THE GENERAL ELECTON ON THURSDAY 12 DECEMBER 2019

AGENDA

1 APOLOGIES FOR ABSENCE

To receive apologies

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 MINUTES

To confirm the Minutes of the Meeting held on Thursday 10 October 2019.

4 TERMS OF REFERENCE

To discuss an amendment the Terms of Reference to allow for two Vice-Chairs of the Committee.

5 TOWN MAINTENANCE

i) To receive reports and to discuss the following areas of responsibility as defined in the approved Terms of Reference for the committee:

- Condition of green spaces, trees, hedges etc. throughout the town.
- Provision and maintenance of street furniture, bus shelters and public notice boards.
- 'Station Adopters' group.
- Working parties.
- Provision and maintenance of public floral displays.
- Burnham in Bloom competition.
- Effectiveness and efficiency of grass cutting/weed spraying operations undertaken by the council's contractors.
- Public rights of way in the town.
- Litter.
- Environmental projects within the town.
- Potential hazards (particularly for the visually impaired, elderly and young) on the footpaths (pavements) and other related areas and initiate the necessary action to report the defects to the appropriate authority.

ii) to consider expenditure for the above, with a view to making a recommendation to full Council, for consideration within its 2020/2021 budget process.

6 DATE OF NEXT MEETING

To agree a date for the next Meeting.

7 CLOSURE OF THE MEETING

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