



**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**

20 November 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 **Tuesday 26 November 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.

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

**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 CHRISTMAS TREE LIGHTING**  
To receive a report from the Town Mayor and Town Clerk.
- 4 CLOSURE OF THE MEETING**  
To close the Meeting, having considered and determined all items of business.