



BURNHAM ON CROUCH TOWN COUNCIL

MINUTES OF THE STATUTORY MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 19th. JANUARY 2021 AT 7.30 pm.

THIS MEETING WAS HELD 'REMOTELY' IN ACCORDANCE WITH THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020, enable meetings to be held remotely, and allow local authorities to hold and alter the frequency and occurrence of meetings without the need for further notice. The changes in legislation have been made in order to help smaller authorities in the performance of their duties as a result of the restrictions of movement and limitations on social contact necessary to limit the spread of the Covid-19 virus.

Present: - Town Mayor, Councillor Ron Pratt C.C
Councillors Vanessa Bell (Deputy Town Mayor), Bob Calver, Jennie Donnelly, Mary-Ann Munford and Wendy Stamp.
Also, in Attendance: Kevin B. Money (Planning Officer/RFO)

402. APOLOGIES FOR ABSENCE were received from Mr. John Watson Temp. Town Clerk

403. 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. **None Declared**

404. TOWN MAYOR'S ANNOUNCEMENTS. To receive the Town Mayor's announcements. No formal announcements were made.

405. MINUTES.

To confirm and sign the Minutes of the Meeting of the Town Council held on Tuesday 5th January 2021.

RESOLVED: - that the Minutes of the Meeting of the Town Council held on Tuesday 5th. January 2021 be confirmed and signed.

406. PLANNING COMMITTEE MINUTES.

To receive and sign the confirmed Minutes of the Planning Meetings held on Tuesday 5th January 2021.

RESOLVED: - that the confirmed Minutes of the Planning Meeting held on Tuesdays 5th. January 2021 be duly received.

407. STAFFING COMMITTEE.

To note the Draft Minutes of the Staffing Committee Meetings held on 18th January 2021

No minutes have been produced by the Temp. Town Clerk

Cllr V. Bell informed the resignation from BTC of Mr. John Watson. Mr. Money is to act as Temporary Town Clerk as from 1st. February 2021 with additional support as required.

Signed

RPratt

Councillor Ron Pratt C.C. Town Mayor

16th. February 2021



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408. PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA.

To receive written questions by email from the public and press (in accordance with Minute 292 of the Extraordinary Meeting of the Town Council held on Friday 24 July 2020).

No questions from the public

409. TOWN CLERK'S REPORT.

To receive the Temporary Town Clerk's Report and pass any Resolutions and Orders as necessary. There was no Town Clerk's report given.

410. CO-ORDINATORS' REPORTS.

To receive co-ordinators' reports:

- a) General Purposes - Councillor Wendy Stamp. A new laptop computer is available to be given to another member of staff. A separate laptop / computer should be bought for Councillors. Cllr Bell asked for the BTC hardware to be looked at. Access to the server could have been gained via the office staff.
- b) Highways - Councillor Bob Calver
Cllr Calver had circulated his report prior to the meeting. Cllr Calver to liaise with Cllr Munford regarding the cycle routes. Cllr Stamp asked for potholes to be reported to ECC portfolio holder.
- c) Environment report - Councillor Vanessa Bell. A few issues have arisen, a contractor for landscaping flower beds and watering. Councillor V. Bell had sought three quotations as per BTC standing orders. This is a work in progress. Cllr Stamp thanked Cllr Bell to get to this point and can the quotation be on the next agenda. Due to COVID-19 the grass cutting contractor contract will not go out to tender but continue with our current contractor. Propose to leave things as they were.
Barriers have been put around the War Memorial today.
Resolution Renew grass cutting contract for a further year details to come to council.

411. DISTRICT COUNCILLORS' REPORTS. To receive District Councillors' reports.

Cllr W. Stamp budget being put to MDC soon. MDC experiencing problems with COVID-19 and the MDC staff have worked tirelessly. Last week MDC had flooding issues especially at Creeksea. ECC sent contractors out today to clear gullies.

Cllr V. Bell informal meeting regarding Riverside Park and lots of works have been undertaken. BMX track to be resurfaced. Timber in fences have been replaced. Zip line also repaired.

Overview & Scrutiny meeting tomorrow

Cllr A. Hull congratulated Cllr W. Stamp as being leader of Maldon District Council. Bridleway complaints and there are no riding facilities since the new developments have been built. Complaints from residents on the new estates having horse droppings and cutting up the grass areas.

Cllr Stamp referred Cllr Hull to David Wilson Homes who owns the land.

Cllr N. Skeens Burnham Observatory is making progress. University of Hertfordshire has taken up the project by using the Undergraduates to have the Observatory in operation by Spring 2022. Relationship at MDC between different groups is working well. He has been elected as Chair of SE Planning with Cllr Bell as vice-Chair. Youth shelter walls have been removed and are being used by young people.

Signed

RPratt

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Cllr Pratt asked MDC Councillors about MDC not having a 5-year land supply. Cllr Stamp explained in detail the reasons including 1/3 of all local authorities have lost their 5-year land supply. MDC has a 4.9 -year land supply. MDC approved LDP and NDP.

412. TOWN COUNCIL REPRESENTATIVES' REPORTS. To receive representatives' reports as appropriate.

Cllr Pratt has nothing to report.

Cllr Donnelly reported that the Bus Users report was well received.

Cllr Calver has nothing in addition to his highways report to report.

Cllr Munford a lot of activity is going on behind the scenes. Messages by using Social Media should be used more with this pandemic and not solely using the BTC noticeboards.

413. ACCOUNTS AND TRANSFER OF FUNDS.

- a) **RESOLVED:** - that the payment of Accounts for January 2021 be approved and signed.
- b) **RESOLVED:** - To approve the transfer of £39,000 from Unity Trust Bank Current account to Unity Trust Bank Reserve account
- c) Members noted the comparison of actual to budgeted payments and receipts to December 2020.
- d) The bank reconciliations were approved.

414. GRANTS AND DONATIONS.

 To consider any requests.

No requests have been received. Residents are concerned about IT in their homes.

Cllr Munford asked how residents can apply for Grant donations. The RFO informed the meeting that an application form can be found on the BTC website.

415. ALLOTMENTS.

To receive an update from the Temporary Town Clerk. No update was given.

416. WEBSITE

To discuss the future of the "Burnham Info" website and to agree the action to be taken.

RESOLVED: Cllr Bell proposed that the website will be much reduced and to use it for BTC work only. The original will be transferred/returned to the originator Nick Skeens with appropriate links to the BTC website at no cost to BTC. Cllr Pratt seconded. F3 Ag3 The Mayor supports the proposal. Cllr Stamp amended the proposal by an annual payment to Mark Eagling of £150pa and a disclaimer it has nothing to do with BTC. F3 Ag3. The Mayor casting vote. He voted Against the amended proposal.

Cllr N. Skeens said there are costs involved in keeping the website going. The website should be an information hub. Cllr Skeens asked Councillors to consider splitting the websites. The cost of £400-£500 to be met by BTC funds in setting-up the new website. Plus £150 pa for an annual cost. Cllr Stamp agreed the website should be split.

Cllr Pratt said that it should be handed back to Cllr N. Skeens

RESOLVED: - Burnham.info would be given to Cllr N. Skeens but would not contribute £150 annual administration costs. The office staff would administer the BTC Council website

417. CASUAL VACANCIES IN THE SOUTH WARD OF THE TOWN.

To receive a verbal report from the Temporary Town Clerk.

It was reported that the Co-option notice, which has been published, is unlawful.

Cllr Stamp asked that the co-option policy is followed as per Councils adopted policy.

Signed

RPratt

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Cllr Pratt to liaise with the New Temporary Town Clerk to arrange a new co-option notice be published and subsequent extra-ordinary meeting to be arranged to conduct the co-option.

418. TOURIST INFORMATION CENTRE

To consider the decisions to be made regarding the "Tourist Information Hut" and to agree the action to be taken.

A small working group to be set up to progress the future of The Tourist Hut facilities in Burnham

A letter from BTC to the of the supplier of the hut informing him that BTC is not going ahead with the Tourist Shepherds Hut.

419. EALC MICRO GRANT

To consider the request from EALC that the micro grant of £500 which had not been utilised by the Town Council be returned. Cllr Stamp asked for the accounts to be revisited to find where the £500 has been posted & why wasn't the grant application criteria fulfilled in time. The Mayor asked for this item to be deferred to another meeting. **All Agreed**

420. INVESTMENT POLICY

To agree the Town Council's Investment Policy.

RESOLVED: - This item to be deferred to another meeting.

421. EARMARKED RESERVES

To agree the Council's General Reserves Policy. **All Agreed**

To agree the Council's Earmarked Reserves. **All Agreed.**

Cllr Stamp said a virement could be agreed if the Council agrees CCTV soon.

422. DATES OF NEXT MEETINGS.

16th February 2021, 16th March 2021, 20th April 2021, 18th May 2021.

423. PUBLIC PARTICIPATION.

To receive verbal representations from Members of the Public.

A resident asked if BTC is hiding its light under a bushel. Although he has read in the press about what other Councils like Maldon Town have done to help their residents impacted by the pandemic, (things like Food Parcels and Distance Learning Laptops). He is not aware what BTC has accomplished in these areas. Please can the Council put into place and publicise an appropriate programme to give assistance to those who really need help?

In addition, please can the Council encourage the Police to enforce both social distancing and the laws of the land. A couple of weeks ago a find in Creeksea Lane of 150 used Silver NO2 party drug capsules was quickly reported to Essex Police, but again it appears no action has been taken. Burnham is unfortunately no stranger to drug usage, but with COVID-19 rampant in the community, these super-spreader events really need to be quickly stamped out.

The Mayor responded by saying that BTC does press the police but due to COVID-19 it has been a difficult time to clear rubbish on a regular basis.

424. EXCLUSION OF THE PUBLIC AND PRESS.

Councillors to resolve that by virtue of the provisions of Section 1 (2) of the Public Bodies

Signed

RPratt

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Councillor Ron Pratt C.C. Town Mayor



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(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.

Cllr B. Calver proposed and Cllr M. Munford seconded. **All Agreed**

Cllr Bell asked for a short recess. All Agreed

425. ALLOTMENTS.

To receive a verbal report from the Temporary Town Clerk and to agree the action to be taken.

Cllr Stamp asked whether Mrs J. Jeffrey take the lead on the Allotment issue. Cllr Calver to correct the draft history which is wrong.

426. CLOCKTOWER

As the Temporary Town Clerk had not provided a report for the meeting, Cllr Bell gave a background information on the Clock Tower electrics. Electrical works must be done ASAP. Quotation for works to be carried out at the Clock Tower was presented.

RESOLVED: - Quotation and reports approved and agreed. Emergency works to commence ASAP.

Cllr Bell requested, due to Fire and Safety issues, the Clock Tower needs clearing of all equipment. Cllr Pratt to organise.

Barry to check on the Station House to undertake a visual inspection especially with the cold weather.

427. CLOSURE OF THE MEETING.

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

The Town Mayor then closed the meeting at 9.42pm

Signed

RPratt

Councillor Ron Pratt C.C. Town Mayor

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