

**MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON
TUESDAY 18 FEBRUARY 2020 AT 7.30 pm IN THE TOWN COUNCIL CHAMBER**

Present: - Town Mayor, Councillor Wendy Stamp.

**Councillors: – Vanessa Bell, Bob Calver, Fiona Clegg, Jennifer Donnelly,
Jane English, Ron Pratt C.C. and Nick Skeens.**

In Attendance: - Planning Clerk, Kevin B. Money

243 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Neil Pudney and the Town Clerk Sarah Grimes

244 DECLARATIONS OF INTERESTS

There were none

245 TOWN MAYOR'S ANNOUNCEMENTS

Members will be happy to know this a short report – for a change.

I attended a lovely well-known residents funeral, Bill Hipsey. We all know Bill and his passion for sewage. RIP Bill.

Sadly, I totally forgot to attend Maldon Town Councils Civic Service on Sunday 19th January – I didn't even realise until 6.20 on Monday evening. Sarah sent my sincere apologies. And I apologise to this council too.

I popped into Gemma Williams coffee and cake morning, raising money for CHESS. The cakes were stunning, Barrie ate all 3 cupcakes. Gemma raised £300, the little ones had great fun. Cakez is a local micro business and we all wish her well.

I had a super day at Ormiston Rivers Academy participating with a large group of volunteers interviewing 156 students helping them with techniques, skills and tips. Fantastic I absolutely love going into all our schools and I hope my successor continues to do the same.

Barbara Harris celebrated her 90th birthday with a surprise visit from Burnham Fire brigade members and the Mayor who took along a lovely cake made by Bits n Bobs in Southminster.

Don't forget the Mayors Awards and Civic Reception on 6th March starting 7.30 at Ormiston Rivers Academy. Please inform the office if you can or cannot attend please.

246 MINUTES

RESOLVED:- that the Minutes of the Meeting of the Town Council held on Tuesday 14 January 2020, be confirmed and signed

247 PLANNING COMMITTEE MINUTES

RESOLVED: - that the confirmed Minutes of the Planning Meetings held on Tuesday 20 January 2020 and Tuesday 4 February 2020 be duly received.

248 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

Q. Can we have an update on Southend Airport liaison and Llys Helig?

A. This is being pursued. Town Mayor asked for this to be placed on the next Agenda

249 TOWN CLERK'S REPORT

Councillors noted the report

250 DIARY DATES

These were noted

- **General Purposes** – Councillor Wendy Stamp informed Councillors regarding the state of the Council roof. It is not as bad a first thought. The Town clerk is to get quotations to repair the roof
- **Highways** – Councillor Bob Calver had submitted a written report to Councillors before the meeting. Cllr B. Calver informed the meeting that he has had some Residents' concerns and has received several letters/emails this month. The Council's agreed policy is not to take up individual 'suggestions' as we are not experts and rely on guidance from ECC Highways and South Essex **Parking Partnership**.

Highways' approach is evidence based so they are unsympathetic to phrases such as 'it's an accident waiting to happen' and 'do we have to wait until somebody dies before you do anything' both of which implicitly confirm that nothing has actually happened yet. This is not to dismiss residents' concerns but simply to draw attention to the fact that an evidence based approach is automatically going to reject requests for changes submitted with predetermined solutions such as 'can we have a one-way system' or 'can we have an extra sign'. Both Highways and SEPP will investigate concerns however, as evidenced by the CAP requests for traffic speed measurements and the Devonshire Road parking restriction exercise currently underway by SEPP. Their position is that they will investigate reported problems and if needed suggest their own remedy- rather than examine a request for a specific predetermined solution. Both SEPP and Highways have their own enquiry systems. However, both are designed to ask for verification such as petitions from more than one resident to eliminate the need to investigate individual 'bête noirs'.

My standard response is to refer residents to the proper channels for expert assessment, and I have been referring residents to the CAP if they want to take an active approach.

Fiveways Junction. A suggestion for one way system received. Resident referred to Highways and CAP.

Providence one-way. Complaint received that cars are ignoring the one-way system. Enforcement is a problem for the isolated instances and extra signage not usually available from Highways (evidenced by the discontinuation of 'shark's teeth' at 30 mph limits).

Pannell's bridge pedestrian pavement. Further complaints but already reported. See below re pavements.

Southminster Rd lights. Further enquiries/complaints but see update below.

The Quay uneven surface. See below.

Lilian Rd post protecting wall at corner of Road. I received a complaint that a car was damaged by the post which protects the wall from damage by cars. A sympathetic response was sent but the post is clearly within the curtilage of the property and the fact that the car was damaged shows the need to protect the wall.

Pavements. Virtually every report of a problem on pavements is recorded on the Highways website with the message that the fault does not meet the criteria for immediate repair and will be attended to in the next cycle of scheduled maintenance. Highways and residents do not agree on what is dangerous and in many cases, in the cold light of day one can understand that with a limited budget Highways are constrained as to what they can do. However, before the next Council meeting I will meet with Councillor R. Pratt in his ECC role to see if anything can be done.

The Quay. Having established that ECC is responsible for the repairs, I have drafted a letter to Councillor Bentley regarding the state of the Quay. The pedestrian issues are as noted above, although one resident recently reported a pedestrian falling (see above). The reason for singling the Quay out is that it is an important part of our tourist attraction and its visual appeal is important so the pedestrian issues are not the only concern.

The seawall. Not strictly Highways but I was tasked to write to the Environment Agency. Rather than refer to specific issues I have drafted a letter about the inspection and maintenance regime in general which should give greater reassurance if answered in full, rather than a report of a observation.

Southminster Road lights. This seems to have been running almost as long as the Archers. Latest is that Highways and the developer have yet to agree a spec for the lights.

Councillor Bentley's latest email arrived after the last Highways Report, in which I quoted Anna Tatsogliou of MDC confirming that we should be getting five lights. Councillor Bentley's latest contribution is.....

Thank you for your email dated 13 January 2020 regarding the street lights on Southminster Road. I apologise for not responding to your previous email.

The agreed way forward is that the developer produce a design which is to be agreed by Essex Highways and while a submission has been received, further adjustments are necessary which we are awaiting. Until such is agreed we are not able to confirm the number of columns.

Please be assured that we continue to chase the developer as we appreciate the situation has gone on longer than hoped.

That seemed to me to suggest Highways and the Developer might amend the agreed planning conditions. I was obviously not going to get anything else from ECC, so I forwarded this to Anna at MDC to see if Planning were aware of what was going on. Anna referred me to Enforcement who again said they could not enforce anything until after the development was finished. I wrote back asking what they would do if Highways and the developer installed something different to the agreed planning conditions and wouldn't it be a good idea to at least ask them what was going on but they have completely ignored my email. So, ECC won't tell me, MDC Planning and Enforcement aren't interested, and we still have no lights. (A resident reports that the previously dud lamppost opposite the Limes is now working although originally ECC said it was going to be replaced by the new lights!). The promised repair to the broken signs has yet to take place. As to getting our lights to work maybe our District and County Councillors might have more success in finding out what is going on.

- **Conservation Area** – Councillor Fiona Clegg informed the meeting that they had a very constructive meeting with Tim Howson.

The Conservation area was formally reviewed in 2004 and revisited 24 months ago. The area can be viewed online using the link below.

He advised that following further review and the recommendations in the conservation area appraisal document an Article 4 direction was introduced to manage, among other things, the replacement of front windows and doors

Planning Applications

Applications to Historic buildings must be submitted with a Heritage Statement. This must take into consideration planning requirements within the conservation area and will not be passed onto planning for consideration without this. Tim Howson felt there was no need to circulate the planning requirements as all available online and part of the process.

List of Local Heritage Assets – this document is in draft form and now that completion of the document at Bradwell and Tillingham has been completed, St Lawrence and Burnham on Crouch would be next to the list. A further meeting is to be held with Tim Howson regarding this. The list contains buildings of historical importance which do not have a Listing.

We should invite suggestions for buildings to be included

Building possibly at Risk

We discussed the church in Burnham Cemetery. He has placed this on the “at risk register”. He is going to look at Burnham Cinema after it was reported to have signs of deterioration.

Blue Plaque Scheme

We discussed this as something to enhance the tourist offer. There would be no funding available at MDC but referred Cllr F. Clegg to the English Heritage site to look at their criteria.

Reporting Problems/Concerns

He reminded us that concerns of the Council or the public can be reported directly to the Enforcement team at MDC

- **Website** – Councillor Nick Skeens stated that there had been 2100 users up 38% with 2500 sessions up 25%. The coronavirus item had 260 visits over the past 28 days. Most people come to BTC website via social media.

252 **ENVIRONMENT COMMITTEE**

RESOLVED:- that the confirmed Minutes of the Environment Meeting held on Thursday 9 January 2020 not be signed as the meeting was not advertised correctly and was not constitutional. Minutes to be deferred to next Full Council meeting.

Next Environment meeting is Tuesday 3rd. March 2020

253 **DISTRICT COUNCILLORS' REPORTS**

Councillor Bell reported that there had not been an overall & scrutiny meeting. At the MDC budget meeting it was mentioned that Burnham has been allocated £26,000 to resurface of multi games area. Then to charge residents to use the games area.

£40,000 has been spent on a new rib by MDC. Jet skis have been sold.

254 **TOWN COUNCIL REPRESENTATIVES' REPORTS**

Cllr F. Clegg reported that she had attended her first meeting with Cllr Skeens representing MDC. There are to be 3 projects worked on this quarter, two concerning BTC looking at the railway service and sending report to Government in light of the budget set aside by them to carry out feasibility studies to replace lines removed by Beeching. Cllr F. Clegg suggested that Coastal Communities Committee could look at this as a project and it was approved. This team are asking that the Southminster line be looked at with a view to doubling the line, extending it to Bradwell and joining it to Maldon. Both Cllr Skeens and Cllr F. Clegg are on this working group.

Co-Ordinating Websites so we can maximise the information available and reduce the number of searches required to access it. Cllr Skeens is on this working group.

Cllr J. English reported on the meeting to recruit "Specials". The next neighbourhood watch meeting is on 20 February 2020

Cllr R. Pratt informed the meeting of the distrust on the allotment committee with BTC. The Carnival held it's AGM with a new Chairman being appointed and new members coming onto the committee. Next year Carnival has started being organised

Cllr J. Donnelly informed the meeting that the bus route 31D or 31X will operate on Sundays every hour

RESOLVED:- The council to support the train service to resume running at weekends. All Agreed

Cllr N. Skeens has been in contact with Crown Estates regarding the observatory but has had no response from them

Cllr W. Stamp attended the Dengie 100 group with a talk from Matt Leigh on planning issues.

255 **ACCOUNTS AND TRANSFER OF FUNDS**

a) **RESOLVED:- that the payment of Accounts for February 2020 be approved and signed**

b) Members noted the comparison of actual to budgeted payments and receipts to February 2020

c) The bank reconciliation was approved

256 **GRANTS AND DONATIONS**

The remaining budget for 2019/2020 is £1,860.

All Members have received a copy of the letter from the Art Trail Co-ordinators requesting a donation of £1,000 towards the cost of running the Art Trail.

Members are requested to consider and determine the above.

RESOLVED:- To grant £250 to the Art Trail. All Agreed

257 **TOWN COUNCIL SURGERIES**

i) Saturday 14 March 2020

Members are requested to appoint a councillor(s) to attend the above surgery.

RESOLVED:- that no surgery on 14 March and to be removed from Council calendar

ii) To receive a proposal from the Town Mayor for quarterly 'Coffee with Councillors', due to a lack of public attendance at monthly Town Council Surgeries, the coffee mornings to have a minimum of three Councillors in attendance and take place at different venues.

Cllr W. Stamp proposed having these surgeries every other month with a theme of “Coffee with Councillors”. Cllr R. Pratt suggested combining a “Town/District/County surgery”. To be discussed at a future meeting

258 **ALLOTMENTS IN ARCADIA ROAD**

Cllr W. Stamp was concerned the allotment committee had changed their agreement made at the meeting held in the chamber on 27th January 2020. She has instructed the solicitors to proceed as per agreement made.

259 **PARKING AND YOUTH CLUB PROVISION**

Further to Minute 222 of the Meeting held on Tuesday 14 January 2020, District Councillor Anne Hull will be invited to speak on the above (five minutes allowed).

A meeting was called but DC A. Hull but she was not in attendance. Another meeting to be arranged

260 **COMMUNITY ACTION PANEL**

No meeting has taken place. The CAP Chairman has retired. Cllr J. English requested that the CAP to remain as a resident panel. Cllr B. Calver asked will it still be as effective without the Chairman (Ken Harris)?

Cllr W. Stamp said that she is willing to step in to Chair the CAP meetings until a replacement can be found. Cllr W. Stamp will be acting as a resident not as a BTC Councillor.

The Town Mayor thanked Mr. Harris for all his hard work with the CAP

261 **VE DAY ANNIVERSARY**

Cllr F. Clegg proposed that BTC speak with the British Legion team to see if we can enhance their day to make it as special as possible. Their event takes place on the Friday. Maldon District Council’s Jack Ellum is happy to share their plans and has sent me a working paper.

We can register with Voices of War #victory 75 which gives first-hand accounts of what happened at VE Day which we would be allowed to broadcast.

We could look to use the arrival of the new Beach Hut TIC to have an additional event on the Quay on the Saturday. We can also encourage the cafes and public houses to join in and create a very jolly community event which involves the whole town at the same time reminding all what VE Day meant.

Cllr W. Stamp proposed having planters and hanging baskets be Red / White / Blue for May ’21. A suggestion was made that an event be held at the Quay on the Saturday around the War Memorial and Cabin. Cllr F. Clegg suggested making it a weekend event together with a recording of Winston Churchill speech be played at the event.

262 **TOURIST INFORMATION CENTRE**

Funding has been released by MDC (£15,000) and we can now forge on with the plan to have our Beach Hut TIC. Cllr F. Clegg has visited Maldon TIC and the MFC store with Kevin Gribble who will be building the Beach Hut. His plans will be available shortly. Once approved, he has estimated a 7 week build time. A contract will need to be agreed with stage payments.

Volunteers – Had meeting with Linda Dutaut at Maldon CVS. The role has been advertised on their website and will be advertised in the press in March, in the Maldon Life, Review, Focus and Mayland Mail. A press release will go out once we have the Beach Hut underway and can sign post the article to the volunteer roles on offer.

Linda Dutaut gave a link for us to consider the same system as Maldon TC for controlling volunteer rotas

263 **QUAY DAY**

The date for Quay Day for 2020 has been set for 31 August 2020. It has been released on Facebook and is receiving much attention with stall holders requesting application forms. Cllr F. Clegg cannot release application forms without BTC approval. The cost of a pitch last year was increased to £50

from £40. Cllr F. Clegg is seeking approval from BTC for the stall cost to remain at this level. This will be discussed at another BTC meeting.

264 **PUBLIC FORUM**

Cllr W. Stamp read out a report regarding the righting and moving of the Llys Helig
Q. Could the Director of Services (Richard Holmes) from MDC be invited to the Annual Town Meeting. Also, could the invite be extended to Paul Dodson to give a presentation?

A. To be investigated

Cllr W. Stamp would have liked to change of format to the Annual Town meeting where grant recipients that have been given grants by BTC should come back and inform the Council how the grant has helped their organisation.

265 **DATE OF NEXT MEETING**

Members noted the following Town Council Meeting – Tuesday 17 March 2020 at 7.30 pm.

266 **EXCLUSION OF THE PUBLIC AND PRESS**

RESOLVED: - 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.

267 **ALLOTMENTS IN ARCADIA ROAD**

Cllr W. Stamp informed the meeting that the Council is still waiting on a response from the solicitor and is progressing. The rent should be raised in line with the RPI

268 **STATION HOUSE**

A meeting with Abellio should be arranged ASAP and all works to be undertaken

269 **CLOSURE OF THE MEETING**

Having considered and determined all items of business, the Meeting was closed at 9.30 pm.

ChairmanDate