



**Councillor Vanessa Bell
Town Mayor**

**Sarah Grimes, Town Clerk
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**Council Offices
Chapel Road
BURNHAM-ON-CROUCH
Essex
CM0 8JA**

25th. May 2021

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 at **The Village Hall, Arcadia Road, Burnham-on-Crouch, Essex** on **Tuesday 25th. May 2021 at 8pm.**

Members of the Public and Press are welcome to attend the Meeting. Anyone so wishing must express their interest to join the meeting to the Temp Town Clerk at office@burnhamtowncouncil.com by 9.30 am on Monday 24th May 2021 at the latest.

Face Coverings **MUST** be worn, unless exempt. The Temp Town Clerk will keep a register of all attendees to allow for Track and Trace should the need arise.

Yours faithfully,

**CLLR V. BELL
TOWN MAYOR**

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.

The Town Mayor will explain the procedures for speaking at the Meeting.

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 CO-OPTION OF COUNCILLORS

There were no candidates for the by-election called in respect of the casual vacancies in the north ward of the town following the resignations of Councillors Fiona Clegg and Jane English. Councillors are requested to resolve that i) the Town Council co-opt to fill the two vacant seats in the north ward of the town and ii) the notice of co-option be published for a period of twenty-eight days.

4 PURCHASE OF A WEB CAM

To discuss and agree the purchase of a web cam to record meetings for the internet, Cllr Bell.

5 ANNUAL SUBSCRIPTIONS

To discuss and agree the addition of Information Commissioner's Office and Maldon District Council Data Protection Officer subscriptions.

6 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.

7 STAFFING COMMITTEE

To receive a recommendation from the staffing committee.

8 CLOSURE OF THE MEETING

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