



BURNHAM ON CROUCH TOWN COUNCIL

MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 21st SEPTEMBER 2021 AT 7.30pm AT THE CHAMBER HALL, COUNCIL OFFICES, CHAPEL ROAD, BURNHAM ON CROUCH, ESSEX.

Present: Councillors V. Bell (Town Mayor), B. Calver, M-A. Munford, W. Stamp, P. Stanbury, D. Rawlinson and K. Coles.

In Attendance: J Jeffery Temporary Town Clerk.

106 APOLOGIES FOR ABSENCE

No apologies were received.

Cllr Bell proposed that Item 19 be moved to item 5, seconded by Cllr Calver.

107 DECLARATIONS OF INTERESTS

Cllr M Munford item 120i) non pecuniary interest

Cllr Stamp declared she is an Essex County Council Member and a Maldon District Council member

Cllr Bell declared a non pecuniary interest as a Maldon District Council member

108 TOWN MAYOR'S ANNOUNCEMENTS

To receive the Town Mayor's announcements.

The Town Mayor informed she had attended the following,
Cocktail party at Burnham Sailing Club

Prize giving at the the Royal Burnham Yacht Club

Fireworks at the Royal Corinthian Yacht Club

A bubbly tea hosted by the Mayor of Witham Town Council.

109 PRESENTATION FROM BURNHAM SURGERY.

Sharon Stubbs, the Practice Manager, and Dr Ali, from Burnham Surgery, were invited to the meeting to give a short presentation. This is reproduced below:

Thank you for inviting Dr Ali and myself to your meeting.

I would like to give a short presentation on the Burnham Surgery and then we will answer a few questions.

We are currently undergoing an expansion programme to meet the ever increasing needs of the local population:

Signed

Cllr V Bell Town Mayor

Date_____

In the last two years our list size has increased from 8,683 to 9,192, an increase of over 500 patients or 6%. This is mainly due to the partial closure of William Fisher's list and the increase in the number of new housing developments in the area. There are more patients expected as the already approved developments come on line, especially the dementia project which will not only bring an increase in patients but also a dementia care home that will need additional support. We could grow to 16,000 by 2030.

In order to meet this demand we have already taken on a full time partner, Dr Ali, and a salaried GP, Dr Kumar, and have extended our nursing staff by 0.5 WTE with plans to further extend clinical time as premises permit.

We are also a training practice supporting 2.6 WTE GP registrars, medical, pharmacy and nursing students and have an admin and clerical apprentice. It is hoped that by bringing people into the Practice as part of their training they will look favourably on the area when they qualify.

Our biggest concern, at the moment, is accommodation; we have outgrown the surgery premises and will not be able to further increase the number of clinical sessions available without expanding the premises. We are currently in discussion with the estates team for NHS England regarding our options.

The last 20 months has seen additional pressures due to the coronavirus pandemic; we have never closed our doors throughout the pandemic and have continued to support our patients whilst endeavouring to keep them and our staff safe. The use of telephone and video appointments allows our staff to assess and review patients in their own home, bringing them into surgery only when clinically necessary. Our staff have worked hard, many giving up their weekends to support the COVID vaccination clinics and continuing to work whilst many of them have lost loved ones to the pandemic.

Unfortunately not all of our patients have respected that fact and they have been verbally abused by patients who have not been able to get what they want, when they want it or who have been declined or postponed hospital treatment as a result of the pandemic restriction.

I am enclosing the links to Mid-Essex CCG's "self care" to enable you to see the boundaries of care that we work within.

[Self Care - NHS Mid Essex CCG](https://midessexccg.nhs.uk/livewell/self-care)

<https://midessexccg.nhs.uk/livewell/self-care>

Whilst in the past we have provide cryotherapy, ear syringing and hearing tests at our own expense to assist patients, we now find that due to work and room pressures we are unable to continue these services. We do continue to offer 24 hour BP and 24 hour ECG's testing which are not funded by the NHS to avoid anxious and ill patients having to make two trips to Broomfield to access the service.

Previously we hosted a number of clinical outreach clinics, again at our own expense, however as we are now desperately short of clinical space we have had to ask the clinicians to find an alternative venue.

In addition, due to the distance and travel time to accident and emergency services we are often called upon to deliver urgent care to our patients and visitors, a service that would not be expected of a general practice in another area.

We would ask the Council's support to inform patients of the services that they can expect from the practice and also those which cannot be provided and the other areas of help and support that is available:

[Find the Right Service - NHS Mid Essex CCG](https://midessexccg.nhs.uk/livewell/find-the-right-service)

<https://midessexccg.nhs.uk/livewell/find-the-right-service>

In addition we would ask your support in considering the impact of new housing on our already overstretched services.

Councillors asked the following questions:

Q. Why are waiting lists still open?

A. List closures add extra pressure to other practices in the area.

Q. Can information be given during consultations regarding other services

A. When other agencies promote issues, residents take more notice.

Information available in the practise is currently limited due to Covid restrictions.

Q. When will there be face to face appointments.

A. The surgery has been open throughout the pandemic, telephone triage does work but not 100%.

Q. What are the alternatives for not offering services such as ear syringing at the surgery.

Q. Not everyone has access online, what can you offer to support the ageing population?

A. Burnham needs services. NHS England arrived on Monday after 18 months of trying to arrange a meeting.

The vaccine programme could not be delivered as the surgery does not have capacity.

Q. Integrated Care System, will it be a benefit to Burnham?

A. Hopefully any monies available will be welcomed.

Q. Can the telephone answering system be updated to give the option to be placed in a queue.

A. The BT box needs to be upgraded to allow for more capacity, however there are four telephone lines at the surgery.

It was reported that hire of Burnham Clinic was not feasible at the time of application due to the expense.

Cllr Munford Thanked Dr Ali and his staff for attending the meeting.

110 MINUTES

RESOLVED: That the Minutes of the Statutory Meeting of the Town Council held on Tuesday 20th July 2021 and Extraordinary Meeting held on Tuesday 7th September 2021 be confirmed and signed with the following amendment, **proposed by Cllr Munford:** Item 97, Terms of Reference and membership to be brought to a future meeting for approval.

Agreed

Cllr Stamp informed that if a resolution is to be changed, it needs to be brought back to council with three signatures. Work should have started in May 2021 when the recommendations were received for Providence Car Park. Cllr Stamp advised that the signage work needs to be completed as soon as possible.

RESOLVED: Temporary Town Clerk will contact the Risk Assessor to ask for the revised report.

111 PLANNING COMMITTEE MINUTES

RESOLVED: That the Minutes of the Planning Meetings held on Tuesday 20th July 2021 and 7th September 2021 be confirmed and signed.

112 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

Covered under item 124.

113 TOWN CLERK'S REPORT

The Town Clerk asked if any Members would like to attend the Climate Crisis Course, Cllr Munford and Cllr Rawlinson would like to attend.

RESOLVED: Temporary Town Clerk to contact EALC to book Cllr Munford and Cllr Rawlinson onto the Climate Crisis course.

114 DIARY DATES

115 CO-ORDINATORS' REPORTS

- General Purposes – Councillor Stamp
A short discussion was had regarding Christmas lights, Cllr Coles will put a proposal together for the replacement lights.
- Highways – Councillor Calver
The following roads were identified as troublesome: Glendale Road, Glebe Way, The Leas, Silver Road and Wick Road. Cllr Calver proposed asking Nicola Syder, Community Engagement Team to approach South Essex Parking Partnership to ask for recommendations to traffic problems, seconded by Cllr Bell.
Cllr Calver will bring to next meeting a proposed traffic flow locations for submission to the Local Highways Panel.
A discussion took place regarding the creation of the Dengie United Council,

RESOLVED: The Town Clerk respond to the email confirming a response has already been submitted and any further correspondence should go through Dengie Hundred Group of Parish Councils and that Contact to be made with Nicola Syder, Community Engagement Team to ask for an approach to South Essex Parking Partnership for recommendations for traffic issues..

- Environment – Councillor Bell provided a written report

116 DISTRICT COUNCILLORS' REPORTS

Cllr Stamp has contacted Essex County Council regarding adopting Stoney Hills. A meeting is to be held with residents and the Highways Member to look for a solution.

At 9.30 pm it was

RESOLVED: - that the Meeting continue beyond the two-hour limit (as per Standing Orders) to conclude the remaining items of business.

117 ESSEX COUNTY COUNCILLOR'S REPORT

Cllr Stamp informed that no reports would be produced at the moment.

118 TOWN COUNCIL REPRESENTATIVES' REPORTS

Cllr Calver informed that a Burnham Week wash up meeting was being held this evening.

Cllr Munford informed that the Patient Participation Group are looking at better uses for the Burnham Clinic. The CCG consultation with Patient Participation Groups today was useful.

119 ACCOUNTS AND TRANSFER OF FUNDS

- a) RESOLVED: - that the payment of Accounts for August/September 2021 be approved and signed.**
- b) The comparison of actual to budgeted payments and receipts to August/September 2021.
- c) The bank reconciliation was deferred.

120 GRANTS AND DONATIONS

The remaining budget for 2021/22 is £4100

- i) All members have received a copy of the request from Harmony Choir – A request of £300 minimum towards purchase of new music and insurance costs has been ii) Further to minute 110, to discuss and agree a suitable donation to a charity of Mr Sadler's choice in response to his kind donation of a Christmas Tree for Christmas 2021.

RESOLVED: A donation of £400 to be made to Harmony Choir and a donation of £100 be made to a charity of Mr Sadler's choice.

121 ALLOTMENTS

The Temporary Town Clerk informed that additional historic information has been requested. Boxes have been withdrawn from the Essex Records Office, the documents are now being collated.

Cllr Stamp commented that the seven year lease needs to be signed.

122 CASUAL VACANCIES IN THE NORTH AND SOUTH WARDS OF THE TOWN
The Temporary Town Clerk informed that notices are up and the website updated. Co-option will take place at the October 2021 meeting.

123 TOWN SIGN
RESOLVED: Cllr Coles to pursue this with the signwriting company and obtain quotes.

124 PARKING AND HIGHWAYS ISSUES

i) Cllrs Stamp and Bell reported back on their meeting with Maldon District Council with respect to parking issues.

Highways issues were discussed including the Pippins, Wick Road and Ramblers Way. Refuse lorries cannot turn to get down Ramblers Way, resulting in missed refuse collections. Letters have been distributed to residents regarding the concerns.

Cllr Stamp recommended asking the Local Highways Panel to carry out a survey to give recommendations. It was informed that residents of Remembrance Avenue used the South Essex Parking Partnership to obtain double yellow lines. A petition is needed to add weight to the application.

Cllr Munford commented that there are other areas that also need addressing.

**RESOLVED: Cllr Stamp to approach the Local Highways Panel.
Cllr Calver to pursue parking issue with Nicola Syder, Community Engagement Team and South Essex Parking Partnership.**

125 ESSEX HIGHWAYS DEVOLUTION PILOT

All Members have received information in relation to the above. The offer being made is for Parish and Town Councils to be involved in a pilot scheme over the next 6-12 months delivering services (including grass cutting and special verge maintenance, weed control, tree and hedge cutting, minor repairs to footways, installing and maintaining signs, maintaining bus shelters and maintenance of PROWS) in collaboration with Essex County Council.

RESOLVED: To Defer to next meeting Temp Town Clerk to re circulate documents..

126 REMEMBRANCE DAY

It was reported that Rayleigh Brass have been booked. Cllr Calver is to meet with Rev Vera Wadham who is leading on behalf of Churches Together this year. Cllr Bell has spoken with Jim Cousens and things are underway.

RESOLVED: Refreshments will not be provided at Burnham Town Council for Remembrance Day 2021 , Cllr Stamp asked that her vote against be minuted.

127 BURNHAM TOWN COUNCIL TIES AND BADGES

At the request of Councillor Rawlinson, to discuss the purchase of ties and badges to be worn on official duties by Councillors.

This item was deferred to the next meeting.

128 PUBLIC FORUM

No questions were received.

129 DATE OF NEXT MEETING

Members to note the following: 19.10.21: 16.11.21: 14.12.21. Temporary Town Clerk to circulate dates for Members' informal budget meetings.

130 EXCLUSION OF THE PUBLIC AND PRESS

Councillors 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.

131 STAFFING MATTERS

Refer to confidential report 21st September 2021

132 TOURIST INFORMATION CENTRE

A discussion took place regarding the correspondence received. The Temporary Town Clerk is to circulate to new members the response letter from Cllr Bell.

RESOLVED: Temporary Town Clerk to send a further letter confirming Burnham Town Council has nothing to add to Cllr Bell's letter, that the matter has now been closed and that Burnham Town Council is sorry for any misunderstanding.

28 CLOSURE OF THE MEETING

Having considered and determined all items of business, the Meeting was closed at 10.43pm.