



**Councillor Vanessa Bell
Town Mayor**

**Sarah Grimes, Town Clerk
Telephone: 01621 783 426
email office@burnhamtowncouncil.com**

**Council Offices
Chapel Road
BURNHAM-ON-CROUCH
Essex
CM0 8JA**

4th March 2022

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 Council Chamber, Chapel Road, Burnham-on-Crouch, Essex** on **Friday 11th March at 7pm.**

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 Friday 11th March 2022 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 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

To receive questions from the public and press (10 minutes allowed).

4 LDP QUESTIONNAIRE

To discuss and agree a response to the questionnaire on behalf of Burnham Town Council.

To pass any resolution as necessary.

5 CLOSURE OF THE MEETING

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