



BURNHAM ON CROUCH TOWN COUNCIL

MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 13th DECEMBER 2022 AT 7.30pm AT THE CHAMBER HALL, COUNCIL OFFICES, CHAPEL ROAD, BURNHAM ON CROUCH, ESSEX.

Attendance: Chief Officer Nichola Payne

Present: Councillors B. Calver (Town Mayor), D. Rawlinson, W. Stamp, J. Donnelly, (meeting commenced at 7:45pm)

208 APOLOGIES FOR ABSENCE

To receive apologies for absence. Cllr Wilson, Cllr Coles apologies accepted.

209 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.

210 TOWN MAYOR'S ANNOUNCEMENTS

I was invited to attend the Ormiston Rivers Anti-racism committee meeting. Specifically I was asked how the community could support the initiative and the Carnival and the Art Trail were highlighted. I have written back to the Committee and said that they could achieve a higher profile in the community by taking part in the events – with a stall at the Carnival and Festive Fayre as other groups such as Rotary do. The Art Trail would be more problematic as they would have to have an exhibition where the public could visit and access to Ormiston is tightly controlled. I also suggested that members of the Committee could stand for Council in forthcoming elections.

I also visited the Festive Fayre which was a great success, and switched the Christmas tree lights on at the traditional ceremony outside One Stop. And for once the lights went on as planned. So thanks to all who contributed to wonderful event which was attended by a very good turnout of parents and children. In addition I represented the Council at the Light up a Life service for Farleigh Hospice at St Mary's

211 MINUTES

To confirm and sign the Minutes of the Meeting of the Town Council held on Tuesday 15th November 2022.

ACTION: Defer to next meeting

212 PLANNING COMMITTEE MINUTES

To receive and sign the confirmed Minutes of the Planning Meetings held on Tuesday 11th October 2022, Tuesday 15th November 2022, Tuesday 29th November 2022.

ACTION: Defer to next meeting.

Signed

Councillor Bob Calver (Town Mayor)

213 STAFFING COMMITTEE MINUTES

To receive and agree the signed minutes from the Staffing Committee for noting 7th October 2022, 24th November 2022.

ACTION: Defer to next meeting.

214 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

Members of the public were invited to speak and expressed concerns around the Christmas Fayre and Tree light switch on. It was felt that both events could have been carried out together as was offered by the carnival committee. Council felt that as the Fayre was a private paid for event and the tree light switch on was a free event that both should be separate to ensure all residents of burnham could be included. It was agreed that we would work with the committee to resolve any issues for 2023.

215 TOWN CLERK'S REPORT

- Casual vacancies – There has been one expressed interest, however the person does not meet the criteria for living within 3 miles of the town.
- Pill box benches – Council agreed to obtain quote as deemed not safe for Town warden to carry out works due to the positioning of benches on the sea wall.
- IT updates – Additional equipment is required for office computers, Web cam and speakers. A rough estimate has been provided by The computer centre, Chief officer to purchase as required.
- Website – Training has taken place and office are now able to update site.
- CCTV walk round – Awaiting revised quotation from Link.
- Planting and landscaping – No update from Maldon TPO regarding the Tree works, Quote for hanging baskets approved.
- Clock tower – Chief officer and Town warden to adjust timer on the clock to ensure lights are coming on at the correct times. Engage with Electrician to upgrade fuses for the external sockets.
- The Quay – Agreed the quay walk will now take place on 13th January 2023
- Christmas Activities – Both the Fayre and the Tree service events were successful and well attended.

The civic Service is due to take place on 17th December, Chief officer and Office assistant will be in attendance to serve mince pies and wine to the congregation.

- Burnham Beach – no update from Maldon as yet, Chief Officer to pursue and bring to next meeting.

216 DIARY DATES

Diary dates circulated.

217 CO-ORDINATORS' REPORTS

To receive co-ordinators' reports:

- General Purposes – Nothing to report.
- Highways – Accident at Providence verbally reported. No official complaint has been raised. Area has been made safe.
- Environment – Nothing to report

Signed



Councillor Bob Calver (Town Mayor)

218 DISTRICT COUNCILLORS' REPORTS

To receive district councillors reports

Noted that Council has financial constraints upon it at present, full council meeting is to be held on Thursday 15th December, Cllr Stamp to update following if necessary.

219 TOWN COUNCIL REPRESENTATIVES' REPORTS

To receive Town Council representatives' reports.

- Nothing to report

220 ACCOUNTS AND TRANSFER OF FUNDS

- Payment of accounts for remainder of November and December.

Approved.

- To note the the comparison of actual to budgeted payments and receipts to December 2022.

Defer to budget meeting to be held on 10th January 2023

- To receive the bank reconciliations.
- **Defer to budget meeting to be held on 10th January 2023**
- Update of accounts uploaded onto website.
- **Defer to budget meeting to be held on 10th January 2023**

221 GRANTS AND DONATIONS

To discuss recent applications, if any.

- Previous Mayor donations to be issued as follows:
- Helen Rollinson - £100
- Knightswood Care home £250
- Remainder to be donated to Citizens Advice.

222 Original Budget 2022/23

Members agreed a budget meeting on the 10th January to agree the budget and determine the precept for 23/24, subject to the MBC section 151 officer agreement for extension.

223 COMMUNITY FRIDGE

Defer to next meeting ongoing work to obtain prices for fridge and funding.

224 ALLOTMENTS

A meeting was held with the allotment team, to confirm the appointment of new staff and potential projects for the remainder of the section funding.

225 STATION HOUSE

Defer to next meeting, awaiting receipt of condition report from Greater Anglia and Essex County Council.

226 TOWN SIGNS

Awaiting delivery of signs, error in spelling on one sign has caused delay.

227 KINGS CORONATION

Proposal discussed for council to provide support packages for residents to hold street parties, utilising the remaining bursary from the queens Jubilee.

Signed



Councillor Bob Calver (Town Mayor)

228 PROVIDENCE CAR PARK

Cllr Donnelly declared a non pecuniary interest due to living opposite

Cllr Rawlinson is looking into the possibility of drawing power from the street lights to feed the EV charging units, further information to be brought to the next meeting.

229 COMMUNITY ENGAGEMENT TEAM

Chief officer with assistance from Cllr Stamp to contact Maldon district to ensure reports are being received to the correct email addresses.

230 CHRISTMAS ACTIVITIES

Excellent feedback received from Santa on the night who is happy to return again next year, Chief officer to build up a file for events for next year and update with relevant changes with input from the current mayor

231 OFFICE CLOSURE FOR CHRSTMAS PERIOD

Agreed the offices would close 23rd December to 3rd January 2023

232 CIVIC AWARDS AND CIVIC SERVICE

Chief officer and office assistant to work with the Mayor to update the list of invitees, design invitation and flyer and research purchasing trophies. Mayor to draw up a list of awards

233 DATES OF NEXT MEETING

Budget meeting 10th January 2023

Planning meeting 17th January 2023

Full council meeting 17th January 2023

234 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.

235 PRIVATE BUSINESS

Staffing Matters – Confidential report discussed

Allotments – Confidential report discussed

Station house – confidential report discussed

Uniform purchase – confidential report discussed

236 CLOSURE OF THE MEETING

To close the Meeting having considered and determined all items of business.
Meeting closed at 21:35pm.

Signed



Councillor Bob Calver (Town Mayor)