



BURNHAM ON CROUCH TOWN COUNCIL

MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 15th NOVEMBER 2022 AT 7.30pm AT THE CHAMBER HALL, COUNCIL OFFICES, CHAPEL ROAD, BURNHAM ON CROUCH, ESSEX.

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

180 APOLOGIES FOR ABSENCE

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

181 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.

To disclose the existence and any nature of any Disclosable Pecuniary Interests. Other Registrable Interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting.)

182 TOWN MAYOR'S ANNOUNCEMENTS

Mayor's announcements Nov 15th 2022

Firstly, I was delighted to be able to host a welcome lunch at the White Harte for our new team – Nicola as Chief Office, Kassie as Office Assistant and Chris as Town Warden. Now everyone is in place we are already seeing the difference a top class team can make and I am sure we will see even more going forward.

Like most of Burnham it seems, I was at the Great Burnham Bonfire. I was not there in an official capacity but I would like to put on record how this has become one of the highlights of the year and say thank you to everyone that organised it.

I had a very enjoyable lunch at the prizegiving for the Burnham Croquet Club. As I remarked at the lunch it's good to see so many of us 'oldies' active and enjoying life well into our 70s.

I also attended the promotions and awards evening for the Air Cadets where at the opposite end of the age spectrum I saw an impressive array of young people. One had been awarded the Duke of Edinburgh Silver award and one is planning to row the Atlantic during a gap year.

On Armistice Day itself I attended a short service at the War Memorial, followed by the main Remembrance Service on the Sunday. There was the usual heartening turnout by the people of Burnham and wreaths were laid by dignitaries and groups

Signed

Councillor Bob Calver (Town Mayor)

but the tribute that impressed me most was one from a young Mum and her children who had made their own wreath which was really quite special.

Clr Stamp requested to add Deputy Mayors hard work in recent months, thanks were given by all in attendance.

183 MINUTES

To confirm and sign the Minutes of the Meeting of the Town Council held on Tuesday 18th October 2022.

RESOLVED: Minutes agreed and signed by Mayor.

184 PLANNING COMMITTEE MINUTES

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

ACTION: Defer to next meeting.

185 STAFFING COMMITTEE MINUTES

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

ACTION: Defer to next meeting.

186 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

No public participation.

187 TOWN CLERK'S REPORT

- Casual vacancies – Chief officer to contact Elections officer to confirm options.
- Pill box benches – Photos taken and site has been assessed. To be discussed at next meeting.
- IT updates – quote for new internet to be agreed at next meeting.
- Equipment – yet to be passed to Computer centre awaiting collection.
- Website – Training has taken place and office are now able to update site.
- CCTV walk round – Awaiting revised quotation from Link. Office to chase.
- Planting and landscaping – quote for hanging baskets received to be passed at next meeting. Quote to cut trees agreed subject to confirmation from Maldon District TPO.
- Clock tower – clock repaired, works to electrics is ongoing. Noted that the light does not seem to be coming on of an evening. Awaiting response from electrician. Confirmed following service that new chimes are not required at this time, however a quote has been requested.

188 DIARY DATES

Noted that diary dates need to be circulated each month.

189 CO-ORDINATORS' REPORTS

To receive co-ordinators' reports:

- General Purposes –

Signed



Councillor Bob Calver (Town Mayor)

- Highways – Wimpy Estate, Consultation for speed restriction and yellow lines on Marsh Road, to be circulated and put on wall in chambers. To be uploaded onto website.
- Pot holes are being reported by Cllr Stamp.
- Temporary Traffic light erection is issued to office email, these are to be disseminated to town.
- Carpark resurfacing for Providence is being revisited with a view to looking into EV charging points.
Tree works tender sent out to 3 contractors and with a result that all quotations where not satisfactory and will need to re-quote.

190 DISTRICT COUNCILLORS' REPORTS

To receive district councillors reports

- Nothing to report

191 TOWN COUNCIL REPRESENTATIVES' REPORTS

To receive Town Council representatives' reports.

- Cllr Stamp to engage with the Bus users group, however this is paused till January. Noted that the 331/31 is currently providing an unacceptable service. More timetables to be printed and kept in the council office reception.

192 ACCOUNTS AND TRANSFER OF FUNDS

- Payment of accounts for November agreed
- To note the the comparison of actual to budgeted payments and receipts to October 2022. Defer to next council meeting.
- To receive the bank reconciliations. Defer to next council meeting.
- Report on mandate changes. Ongoing awaiting confirmation from Unity Bank for Chief Officer log in.
- Update of accounts uploaded onto website. Defer to next council meeting.
- To contact Rialtas for Training.

193 GRANTS AND DONATIONS

To discuss recent applications, if any.

- Christmas Fayre Approval of £500 donation to support the cost of additional lighting
- Christmas Fayre Approval to source and provide sweets for santa.

194 COMMUNITY FRIDGE

- Chief officer to look into costs to purchase fridge, to be sited at the URC, possibly reconditioned, Cllr donnelly to send details of supplier.
- Chief officer to look into community funding from EALC and other organisations
- Chief officer to look into insurance cover and confirm if any additions required to existing policy for leaks and repairs.
- Council agreed to underwrite energy costs via the health and wellbeing fund.
- Town Mayor called for an extraordinary meeting to held 24/11/22

195 ALLOTMENTS

Signed



Councillor Bob Calver (Town Mayor)

Ongoing issues with Solicitor, request to re open the drop box link to allow for further file viewing.

Resolve to spend as itemised by solicitor, Cllr Stamp to circulate email.

196 STATION HOUSE

Awaiting receipt of condition report from Greater Anglia and Essex County Council.

197 TOWN SIGNS

Town warden to provide co-ordinates and measurements of signs using which three words/GPS. Chief officer to arrange delivery of signs.

198 COUNCIL OFFICES

Proposal for new council offices to be sited at St Marys Church. Resolved as not to progress.

199 KINGS CORONATION

Resolved to increase local awareness, posters to be provided at local businesses, including library. Events to be organised through the office with a budget and working group to determine what the public want, liaison with local businesses and eateries to determine plans.

200 PROVIDENCE CAR PARK

Additional quote for CCTV has been requested via Link,
Meeting with EV charging supplier to be held on 18/11/2022.

201 COMMUNITY ENGAGEMENT TEAM

Proposed and seconded for Chief officer to write to Maldon District Council, as no community support at remembrance event to enforce parking and loose dogs.

202 REMEMBRANCE

Agreed that remembrance should be a Council event which we work with Churches together and the RBL, Chief Officer to meet with and agree process for next year.

203 CHRISTMAS ACTIVITIES

selection boxes have been received and will be wrapped ready for distribution by Santa.

Limes are providing the tree, it was agreed a donation of £300 to light up for life at Farliegh Hospice.

Peaberries are providing the mince pies and sausage rolls, agreed a cost of £300.

Power for the tree to be provided by one stop as agreed.

204 DATES OF NEXT MEETING

Informal budget meeting to be held on 6th December 2022 @ 6pm

Council Meeting to be held on 13th December 2022

Signed

Councillor Bob Calver (Town Mayor)

205 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.

206 PRIVATE BUSINESS

No update provided

207 CLOSURE OF THE MEETING

To close the Meeting having considered and determined all items of business.
Meeting closed at 21:15 pm.

Signed



Councillor Bob Calver (Town Mayor)