



BURNHAM ON CROUCH TOWN COUNCIL

MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 17th JANUARY 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, K. Coles, J. Donnelly,
(meeting commenced at 7:45pm)

237 APOLOGIES FOR ABSENCE

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

238 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.

239 TOWN MAYOR'S ANNOUNCEMENTS

A quiet time for official business. The only event was the Town Carol service which was a delightful occasion. Thanks to Kassie and Nichola for the refreshments and to Reverend Suzie Fryer and the St Mary's team for the service itself.

240 MINUTES

To confirm and sign the Minutes of the Meeting of the Town Council held on Tuesday 15th November 2022, 13th December 2022, 10th January 2023.

ACTION: Defer to next meeting

241 PLANNING COMMITTEE MINUTES

To receive and sign the confirmed Minutes of the Planning Meetings held on Tuesday 11th October 2022, 15th November 2022, 29th November 2022, 13th December.

ACTION: Defer to next meeting.

242 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

243 CHIEF OFFICERS REPORT

- Casual vacancies – 2 further expressions of interest have been noted and applications sent out.
- Elections – Councillors were reminded to book on the election training being run by EALC. Anyone wishing to take up the course can book through the office.

Signed

Councillor Bob Calver (Town Mayor)

- Pill box benches – site visit took place and council agreed to appoint a local tradesperson to carry out the work in line with the previously agreed budget.
- Harbour office bench – can be repaired, however welding work is required which will need the bench to be taken away. Chief officer to liaise with the custodian regarding costs.
- IT updates – additional equipment to be installed by the end of January 2023.
- Website – Training has taken place and office are now able to update site. General update of the site should be completed by the end of February 2023 with the site compliance element being started in March 2023.
- CCTV walk round – Chief officer to make contact with Maldon regarding receiving the revised quotation.
- Community Wardens – A meeting is being held on 25th January to carry out a walk of the town and discuss options for visibility. It was agreed that a sign in sheet will be actioned for the CETs to attend the office when visiting.
- Burnham Beach – Unfortunately it is not feasible for the burnham beach to return.
- Planting and landscaping – Further information has been provided to the TPO at Maldon.
- Clock tower – The clock light timer has been adjusted and will continue to be monitored.
- Town Signs – both signs have been delivered, chief officer to organise installation with ECC.
- Christmas Activities – The festive lights have been removed and stored by Gala Lighting.

244 DIARY DATES

Diary dates circulated.

245 PREVIOUS MINUTES

Chief officer and Mayor to review all sets of minutes for 2022/23 and present to council for agreement at next meeting.

246 CO-ORDINATORS' REPORTS

To receive co-ordinators' reports:

- General Purposes – Nothing to report.
- Highways – nothing to report.
- Environment – Cllr Donnelly to produce a report on what the council can do to reduce its carbon footprint and identify any initiatives.

247 DISTRICT COUNCILLORS' REPORTS

Nothing to report.

248 TOWN COUNCIL REPRESENTATIVES' REPORTS

Nothing to report

249 GENERAL PURPOSES CO ORDINATOR ROLE

Cllr Stamps resignation was accepted. It was agreed until May that all general purpose items be bought to council for resolution as necessary.

250 ACCOUNTS AND TRANSFER OF FUNDS

Signed



Councillor Bob Calver (Town Mayor)

- To agree the transfer of funds for January 2023 to meet the councils financial requirements.

Approved.

- To receive the bank reconcillations.
- **Defer to next meeting**

251 ORIGINAL BUDGET – PROJECTED OUTTURN 2022/2023

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

Defer to next meeting

252 ORIGINAL BUDGET 2023/24

To approve the Town Council budget for the financial year 2023/2024

Members agreed the budget for 2023/2024.

253 NOTIFICATION TO MALDON DISTRICT COUNCIL OF PRECEPT 2023/24

Following agreement of the 2023/24 budget it was agreed the Chief officer will complete the precept demand to Maldon District council.

253 GRANTS AND DONATIONS

Application from the Golf club for a donation was declined. Chief officer to notify.

254 PROVIDENCE CAR PARK

Cllr Donnelly declared a non pecuniary interest due to living opposite

No further update at this time.

255 COMMUNITY FRIDGE

Funding application has been submitted to Cllr stamp.

256 STATION HOUSE

A request was received from the member of the public regarding the possibility of renting the space and form a committee for the management. Chief officer to update following on going discussions with Abelio.

257 TOWN SIGNS

Both signs have been received and await installation.

258 BURNHAM BEACHES

Unforutnatly will not be a return of the burnham beach, due to legalities and infrastructure issues this is no longer viable.

259 KINGS CORONATION

Chief officer to reach out to other councils to understand what they are all doing.

260 CIVIC AWARDS AND CIVIC SERVICE

Plans are ongoing and invitaitons being sent out, list of awards has been agreed.

Signed



Councillor Bob Calver (Town Mayor)

261 COMMUNITY ENGAGEMENT TEAM

Further update to be provided following meeting with the CET team.

262 DATES OF NEXT MEETING

Planning meeting 31st January 2023

Full council meeting 14th February 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 20:45pm.

Signed



Councillor Bob Calver (Town Mayor)