



Councillor Vanessa Bell, Town Mayor

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31 August 2021

ALL COUNCILLORS BURNHAM-ON-CROUCH TOWN COUNCIL

Dear Sir/Madam,

TOWN COUNCIL MEETING

You are summoned to attend a **Extraordinary Meeting of the Burnham-on-Crouch Town Council**, to be held at The Council Chamber on **TUESDAY 7th SEPTEMBER 2021 at 7.30pm.**

Members of the Public and Press are welcome to attend the Meeting.

Supporting documentation for Agenda Items held in the public session of this Meeting will be available via the Council's website.

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 temporary Town Clerk at office@burnhamtowncouncil.com by 9.30 am on Monday 6th September 2021 at the latest.

Please do not attend this meeting if you have a fever and a cough or flu like symptoms. Please use the hand sanitiser as you enter the building.

Face coverings are encouraged to be worn. The temporary Town Clerk will keep a register of all attendees to allow for 'Track and Trace' should the need arise.

Yours faithfully

Mayor Vanessa Bell
31st August 2021

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.

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

4 GRANTS AND DONATIONS

No requests have been received for this Meeting.

5 CHRISTMAS LIGHTS

To receive a report from the temporary Town Clerk and Councillor Kelvin Coles. All members have received a copy of the quotation for column upgrades and Christmas lights.

Members to consider and determine the above.

6 DATE OF NEXT MEETING

Members to note the following: 21.09.21: 19.10.21: 16.11.21: 14.12.21

7 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.

8 STAFFING MATTERS

To receive an update and pass any resolutions as necessary.

9 CLOSURE OF THE MEETING

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