



**Councillor Vanessa Bell, Town Mayor**

**Sarah Grimes PSLCC, Town Clerk**  
**Telephone: 01621 783 426**  
**email [office@burnhamtowncouncil.com](mailto:office@burnhamtowncouncil.com)**

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

19<sup>th</sup> January 2022

**ALL COUNCILLORS BURNHAM-ON-CROUCH TOWN COUNCIL**

Dear Sir/Madam,

**TOWN COUNCIL MEETING**

You are summoned to attend a **Meeting of the Burnham-on-Crouch Town Council**, to be held at The Council Chamber on **MONDAY 24<sup>TH</sup> JANUARY 2022 at 7.30pm.**

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

**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

*Joanna Jeffery*

Joanna Jeffery  
TEMPORARY TOWN CLERK - 19<sup>th</sup> January 2022

**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 TOWN MAYOR'S ANNOUNCEMENTS**

To receive the Town Mayor's announcements.

## **4 MINUTES**

To confirm and sign the Minutes of the Meeting of the Town Council held on Tuesday 16<sup>th</sup> November 2021 and the Budget Meeting held on 11<sup>th</sup> January 2022.

## **5 PLANNING COMMITTEE MINUTES**

To receive and sign the confirmed Minutes of the Planning Meeting held on Tuesday 16<sup>th</sup> November 2021.

## **6 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA**

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

## **7 TOWN CLERK'S REPORT**

To receive the Town Clerk's Report and pass any Resolutions and Orders as necessary.  
ECC Initiative – free litter picking equipment can be borrowed from libraries.  
EALC 78<sup>th</sup> AGM – 22<sup>nd</sup> September 2022, 2 places have been reserved.

## **8 DIARY DATES**

## **9 CO-ORDINATORS' REPORTS**

To receive co-ordinators' reports:

- General Purposes – Councillor Stamp
- Highways – Councillor Rawlinson
- Environment – Councillor Carter
- Health and Wellbeing – Cllr Munford

**Members are requested to pass any Resolutions as necessary.**

## **10 DISTRICT COUNCILLORS' REPORTS**

To receive District Councillors' reports.

## **11 TOWN COUNCIL REPRESENTATIVES' REPORTS**

To receive Town Council representatives' written reports.

## **12 ACCOUNTS AND TRANSFER OF FUNDS**

- a) To approve the payment of accounts up to 14<sup>th</sup> January 2022 and to agree a transfer of funds to meet the Town Council's financial requirements.
- b) To note the comparison of actual to budgeted payments and receipts to December 2021.
- c) To receive the bank reconciliations.

**13 GRANTS AND DONATIONS**

**The remaining budget for 2021/22 is £2850**

To discuss a donation request from Burnham Junior Parkrun.

**Members are requested to consider and determine the above.**

**14 PROVIDENCE CAR PARK**

Refer to Highways Report.

**15 ALLOTMENTS**

To receive an update from the Temporary Town Clerk.

**16 PLATINUM JUBILEE CELEBRATION**

To discuss any potential celebrations.

To pass any resolution as necessary.

**17 HEALTH AND WELLBEING PLAN**

Update from Cllr Munford

**18 MOBILE VACCINE CENTRE**

Update from Cllr Munford.

**19 B1018 SOUTH WODDHAM FERRERS**

To discuss and agree response from working group.

**20 B1010 MALDON ROAD**

The implementation of a 40mph speed limit on part of the Derestricted length of B1010 Maldon Road, Burnham-on-Crouch, will assist drivers heading eastwards along B1010 Maldon Road, to ease their speed from National speed limit to 30mph, creating a buffer speed limit, to ensure safe entry and improvement to the traffic behaviour into Burnham-on-Crouch and the newly developed Retirement village.

To discuss and agree a response if necessary.

**21 CIVIC RECEPTION**

To receive an update from Cllr Wilson

**22 COMMUNITY ENGAGEMENT TEAM**

To discuss allocation of hours.

**23 PURCHASE OF LAPTOPS FOR COUNCILLORS**

To discuss quotations received.

**To pass any resolutions as necessary.**

**24 WEBSITE AND EMAIL REVIEW**

To receive an update from Cllr Bell.

- 25 CONSULTATION ON MALDON DISTRICT COUNCIL LOCAL DEVELOPMENT PLAN**  
Maldon district are running a consultation from 17<sup>th</sup> January 2022 to 14<sup>th</sup> March 2022, Members are requested to consider a response.
- 26 GRASS CUTTING CONTRACT**  
To discuss the extension of the grass cutting contract by one year.  
**To pass any resolutions as necessary.**
- 27 PUBLIC FORUM**  
To receive questions from the public and press and to respond accordingly wherever practicable, failing which an answer will be communicated to the questioner as soon as possible following the Meeting (10 minutes allowed).
- 28 DATE OF NEXT MEETING**  
Members to note the following: 15.02.22, 15.03.22, 19.04.22, 17.05.22.
- 29 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.
- 30 STAFFING MATTERS**  
To receive a recommendation from the Staffing Committee and to pass any resolution as necessary.
- 31 CLOSURE OF THE MEETING**  
To close the Meeting having considered and determined all items of business.