



## **BURNHAM ON CROUCH TOWN COUNCIL**

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

Present: Councillors V. Bell (Town Mayor), B. Calver, W. Stamp, P. Stanbury, D. Rawlinson, K. Wilson, D. Carter and J. Donnelly.

#### **1 APOLOGIES FOR ABSENCE**

Apologies were received from Acting Town Clerk Mrs Jeffrey, Cllr K Coles, and Cllr M-A Munford

#### **2 DECLARATIONS OF INTERESTS**

Cllr W.Stamp declared a non pecuniary interest as an Essex County Councillor in agenda item 24.

#### **3 TOWN MAYOR'S ANNOUNCEMENTS**

Cllr Bell commented on how well the Civic Awards Ceremony had gone, thanked Cllr Wilson for organising, and presented Cllr Wendy Stamp with her Mayor's Lifetime Achievement Award.

#### **4 MINUTES**

The minutes were deferred as not all Members had received these.

**DEFERRED. Town Clerk to forward as required.**

#### **5 PLANNING COMMITTEE MINUTES**

As above.

**DEFERRED. Town Clerk to forward as required.**

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

There were no questions.

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

The Town Clerk was not in attendance.

#### **8 DIARY DATES – circulated.**

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

- General Purposes – Councillor Stamp – nothing to report
- Highways – Cllr Rawlinson
- Providence car park is a separate agenda item

Signed

Councillor Vanessa Bell (Town Mayor)

- Environment - Cllr Carter
  - a) Allotment Committee has asked for signed copy of the lease – Cllr Carter to pick up from office when bound.
  - b) Cllr Carter to speak to insurance to ensure we are fully compliant for litter picks.
  - c) Environment plan to be resent and set as an agenda item for it to be discussed and agreed at the next meeting.
  - d) Cllr Carter to contact Lee Williams regarding dog bin on Maldon Road – cc in Nicola Syder
  - e) Julie has reported some burnt out bins at country park – this needs to be chased up.
  - f) Cllr Carter to get three quotes and bring back to next meeting for removing dead tree outside Templeman's and cutting back the tree at Ship Inn.
  - g) Town Clerk to invite Leanda to the next council meeting.
- Health and Wellbeing – Cllr Munford

## **10 DISTRICT COUNCILLORS' REPORTS**

Cllr Bell and Cllr Stamp gave verbal reports.

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

There were none.

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

- a) **RESOLVED: that the payment of accounts for February 2022 be approved.**
- b) Noting of the comparison of actual to budgeted payments and receipts to March 2022 was **DEFERRED**. Authority to Cllr Stamp and the Town Clerk to meet to confirm the accounts was **RESOLVED**.
- c) The bank reconciliation was **DEFERRED**.

## **13 GRANTS AND DONATIONS**

The remaining budget for 2021/22 is £2600.

It had previously been resolved to donate £150 to a charity of Mr Sadler's choice as a thank you for providing the town Christmas tree. This has not happened.

**RESOLVED: Town Clerk to ensure this is paid.**

## **14 GRANTS AND DONATIONS POLICY**

**RESOLVED: to create a new grants and donations policy.**

## **15 PROVIDENCE CAR PARK**

**RESOLVED: Providence car park to be a standing item on the agenda until work is completed.**

## **16 PLATINUM JUBILEE CELEBRATION**

The working group fed back on progress.

## **17 HEALTH AND WELLBEING PLAN**

Members to read to wellbeing plan and report back to Cllr Stanbury with any questions

## **18 BURNHAM IN BLOOM**

Signed

Councillor Vanessa Bell (Town Mayor)

**RESOLVED:** To hold an event led by Environment Co-ordinator and Town Clerk.  
Town Clerk to arrange a meeting with Taylor Wimpy regarding sponsorship

**19 COMMUNITY ENGAGEMENT TEAM**

**RESOLVED:** To split hours equally between functions

**20 TOWN SIGN**

**RESOLVED:** to move money out of reserves for the town signs and to buy the planters proposed by Cllr Stamp

**21 QUAY**

**RESOLVED:** Councillor Calver to put together an email of all issues and send to Cllr Stamp to raise with ECC.

**22 WEBSITE**

**RESOLVED:** Cllr Wilson to adapt terms of reference to include what we need on the website and retrieve three quotes for website hosting.

**23 TALKING LAMPOST PROJECT**

**DEFERRED**

**24 STREET LIGHTING REMEMBRANCE AVENUE**

**RESOLVED:** Town Clerk to write to ECC to request street lighting for Remembrance Avenue. Burnham Town Council supports this.

**25 PUBLIC FORUM**

No members of the public were present

**26 DATE OF NEXT MEETING**

Members to note the following: 19.04.22.

**27 EXCLUSION OF THE PUBLIC AND PRESS**

**RESOLVED:** 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.

**28 STAFFING MATTERS**

An update was received from the Mayor and Cllr Stamp.

**29 CLOSURE OF THE MEETING**

The meeting was closed having considered and determined all items of business at 9.45pm.

Signed

Councillor Vanessa Bell (Town Mayor)