



BURNHAM ON CROUCH TOWN COUNCIL

MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 16th NOVEMBER 2021 AT 7.30pm AT THE CHAMBER HALL, COUNCIL OFFICES, CHAPEL ROAD, BURNHAM ON CROUCH, ESSEX.

Present: Councillors V. Bell (Town Mayor), B. Calver, M-A. Munford, W. Stamp, P. Stanbury, D. Rawlinson, K. Wilson, D. Carter and K. Coles.

In Attendance: J Jeffery Temporary Town Clerk and one Member of the Public.

161 APOLOGIES FOR ABSENCE

To receive apologies for absence.

162 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.

Cllr W.Stamp – Non Pecuniary – Essex County Councillor and Maldon District Councillor

Cllr V. Bell – Non Pecuniary – Maldon District Councillor

163 TOWN MAYOR'S ANNOUNCEMENTS

To receive the Town Mayor's announcements.

Cllr Bell attended Remembrance at the War Memorial and also Burnham Rugby Club launch plans.

164 MINUTES

To confirm and sign the Minutes of the Meeting of the Town Council held on Tuesday 21st September 2021 and 19th October 2021.

AGREED

165 PLANNING COMMITTEE MINUTES

To receive and sign the confirmed Minutes of the Planning Meetings held on Tuesday 19th October 2021 and 2nd November 2021.

AGREED

166 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

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

None

167 TOWN CLERK'S REPORT

No report

168 DIARY DATES – circulated.

169 CO-ORDINATORS' REPORTS

To receive co-ordinators' reports:

- General Purposes – Councillor Stamp – No report
- Highways – Councillor Calver
Cllr Stamp ask Cllr Calver to reconsider his decision to step down as Highways Co-Ordinator, Cllr Calver responded that he wanted to stay with his decision. Cllr Bell Thanked Cllr Calver for his hard work.
Cllr Munford commented that she felt Dengie residents are not being listened to. Cllr Calver proposed the creation of a working group, seconded by Cllr Bell. Cllr Calver, Cllr Munford and Cllr Carter to report to next meeting.
Cllr Rawlinson will take over as Highways Co-Ordinator supported by Cllr Calver for the handover.
- Environment – Councillor Bell Proposed Cllr Carter as the new Environment Co-Ordinator, seconded by Cllr Calver.
- Health and Wellbeing – Cllr Munford

Members are requested to pass any Resolutions as necessary.

RESOLVED: CREATION OF WORKING GROUP FOR HIGHWAYS.

170 DISTRICT COUNCILLORS' REPORTS

Cllr Stamp reported that she had resigned as Leader of Maldon District Council.

Cllr Bell reported that she chaired a Overview and Scrutiny meeting however, the meeting was closed within five minutes.

171 TOWN COUNCIL REPRESENTATIVES' REPORTS

No reports.

172 ACCOUNTS AND TRANSFER OF FUNDS

- a) To approve the payment of accounts for November 2021 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 November 2021.
- c) To receive the bank reconciliations.

AGREED

173 GRANTS AND DONATIONS

The remaining budget for 2021/22 is £3500

Cllr Coles Proposed a donation of £400 to Great Burnham Bonfire to assist with the rising costs of toilet hire and a donation of £250 to Burnham Rotary Club, seconded by Cllr Stamp.

RESOLVED: £400 donation to Great Burnham Bonfire, £250 donation to Burnham Rotary Club.

174 PROVIDENCE CAR PARK

Cllr Stamp proposed that the original quote is located and booked for resurfacing, white lining and bigger signage, seconded by Cllr Coles.

It was agreed by all to speak to the Health & Safety Officer at MDC regarding the bigger signage.

RESOLVED: resurfacing, white lining and bigger signage to be carried out.

175 ALLOTMENTS

ACTION: Town Clerk to speak with Adam Shirley to chase the 18 year and 7 year lease. Dates to be gathered for Allotment meeting.

176 TOWN SIGN

No further updates, contact to be made with Village Sign People.

177 ESSEX HIGHWAYS DEVOLUTION PILOT

All Members have received information in relation to the above. The offer being made is for Parish and Town Councils to be involved in a pilot scheme over the next 6-12 months delivering services (including grass cutting and special verge maintenance, weed control, tree and hedge cutting, minor repairs to footways, installing and maintaining signs, maintaining bus shelters and maintenance of PROWS) in collaboration with Essex County Council.

Members are requested to consider and determine the above.

RESOLVED: Cllr W Stamp proposed that Essex County Council provide a list of areas of responsibility, seconded by Cllr Rawlinson.

178 PRE-APPLICATION ADVICE REQUEST APPLICATION NO: CC/MAL/92/21/PRE

RESOLVED: Burnham Town Council offer full support to this planning application.

179 REOPENING OF TOWN COUNCIL OFFICE

RESOLVED: Cllr Munford proposed a professional risk assessment is carried out, seconded by Cllr Stamp.

180 FLOOD WARNING SYSTEM

Following a brief discussion it was agreed to bring a report to the next meeting.

181 CHRISTMAS TREE CEREMONY

Cllr Bell proposed working with Churches Together.

184 COMMUNITY ENGAGEMENT TEAM

To discuss allocation of hours – defer to next meeting.

185 GP PRACTICE COMMUNICATIONS

Cllr Munford informed that she has obtained useful information from Burnham Surgery which may be useful on the website.

186 PURCHASE OF LAPTOPS FOR COUNCILLORS

Defer to next meeting.

187 PUBLIC FORUM

A resident asked if a traffic flow survey and illegal parking survey can be carried out. Maldon District Council and South Essex Parking Partnership have offered to look at the issues and recommend yellow parking lines. It was reported that ambulances are not getting through.

ACTION: Agenda for January 2022 meeting.

188 DATE OF NEXT MEETING

Members to note the following: 14.12.21. Temporary Town Clerk to circulate dates for Members' informal budget meetings.

189 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.

Proposed by Cllr Bell, seconded by Cllr Calver

190 STAFFING MATTERS

To receive an update from the Mayor and the Temporary Town Clerk.

Members to pass any resolutions as necessary.

191 CLOSURE OF THE MEETING

The meeting was closed having considered and determined all items of business at 9.40pm.