



BURNHAM ON CROUCH TOWN COUNCIL

MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 19th OCTOBER 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 and K. Coles.

134 APOLOGIES FOR ABSENCE

Due to unforeseen circumstances, the Temporary Town Clerk was unable to attend the meeting, therefore Cllr Munford kindly offered to note resolutions.

135 DECLARATIONS OF INTERESTS

There were no declarations.

136 CO-OPTION

Candidates have completed a short application form and confirmed their eligibility for the position of Councillor within the statutory rules (Local Government Act 1972 section 79). Forms have been returned to the Temporary Town Clerk by the prescribed deadline (12th October 2021).

Eligible candidates were invited to attend the meeting and speak for a maximum of five minutes. Candidates were asked to introduce themselves and answer pre-prepared questions from Members. Following candidates' submissions, It was

RESOLVED: To co-opt Katherine Wilson (South Ward) and Diane Carter (North Ward) to Burnham Town Council.

137 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor had been invited, along with Cllr Stamp as Leader of Maldon District Council and Essex County Councillor, to start and present the prizes at the Rotary Club 10k run on 17th October. This was an excellent event, very well attended, which raised money for the Little Havens Hospice.

138 MINUTES

RESOLVED: To defer the minutes of the meeting to the next Town Council meeting.

139 PLANNING COMMITTEE MINUTES

RESOLVED: That the confirmed Minutes of the Planning Meetings held on Tuesdays 21st September and 5th October 2021, be duly received.

Signed

Cllr V Bell Town Mayor

Date_____

140 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

There were none.

141 TOWN CLERK'S REPORT

RESOLVED: That the powers to pay for the immediate training of Cllrs Coles, Stanbury, Wilson and Carter be delegated to the Town Mayor and Temporary Town Clerk.

142 DIARY DATES

These were noted.

143 CO-ORDINATORS' REPORTS

To receive co-ordinators' reports:

- General Purposes – Councillor Stamp
- Highways – Councillor Calver
- Environment – Councillor Bell covering

RESOLVED: That in the absence of the Temporary Town Clerk, the general item on Providence Car Park be deferred to next meeting as a main agenda item.

RESOLVED: Resident complaint re Providence Car Park – Cllr Calver to write to the resident recommending he writes to MDC and their ward Councillor regarding the black bins.

RESOLVED: South Woodham Ferrers Urban Street joint council protest – Burnham Town Council will not sign the letter produced by 'Dengie United Councils'. Noted that Burnham Town Council has previously, independently sent a letter objecting to the urban street proposal.

RESOLVED: Environment – A letter will be sent to Cllr Donnelly asking for an update in terms of her return, as complaints are being received in relation to the environment and we are in breach of the 'Station Adopter' contract with Greater Anglia.

144 DISTRICT COUNCILLORS' REPORTS

Cllr Bell reported on the recent Overview and Scrutiny and South East Planning meetings. Cllr Stamp reported that MDC has been nominated for an award.

145 TOWN COUNCIL REPRESENTATIVES' REPORTS

There were none.

146 ACCOUNTS AND TRANSFER OF FUNDS

RESOLVED: the the non domestic rate bill of £3472.50 be paid subject to confirmation of which building this applies to by the Temporary Town Clerk.

147 GRANTS AND DONATIONS

The remaining budget for 2021/22 is £3500

RESOLVED: Defer to next meeting.

148 ALLOTMENTS

RESOLVED: To ask the Temporary Town Clerk to get the 7 year and 18 year leases and conditions signed.

149 TOWN SIGN

Cllr Coles reported that there are some issues with the design that still need to be ironed out. Cllr Stamp requested costings for an oak post if the company can provide this.

RESOLVED: Cllr Coles to pursue with the sign company.

150 ESSEX HIGHWAYS DEVOLUTION PILOT

RESOLVED: Defer to next meeting.

151 REMEMBRANCE DAY

RESOLVED: Cllr Bell will provide a risk assessment evidencing the reasons for a reception not to be held in the Council Chamber this year.

152 BURNHAM TOWN COUNCIL TIES AND BADGES

Members are requested to consider and determine the above.

RESOLVED: Defer to next meeting.

153 HEALTH AND WELLBEING GROUP

RESOLVED: To approve the Terms of Reference with the proviso that requests for funds are addressed to the Town Clerk for this year. A request for a budget for this can be submitted for the next financial year.

154 REOPENING OF TOWN COUNCIL OFFICE

RESOLVED: Defer to next meeting.

155 CHRISTMAS LIGHTS

RESOLVED: To purchase "Warm white small christmas tree" for the Town tree and approach the owners of the tree opposite the library to offer funds for the purchase of lights for that tree too.

156 PUBLIC FORUM

There were no questions.

157 DATE OF NEXT MEETING

Members to note the following: 16.11.21: 14.12.21. Temporary Town Clerk to circulate dates for Members' informal budget meetings.

RESOLVED: First informal budget planning meeting to be held on Monday 1st November 2021 @ 7pm in the Council Chamber.

158 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.

159 STAFFING MATTERS

RESOLVED: To commission the Council's contracted HR Consultants 'Ellis Whittam' to review the staffing structure, job descriptions, person specifications, roles and responsibilities.

RESOLVED: To invite Ellis Whittam to a face to face meeting with the Staffing Committee as soon as possible.

RESOLVED: To task Ellis Whittam with reconvening the postponed meeting.

160 CLOSURE OF THE MEETING

Having considered and determined all items of business, the meeting was closed at 10.10pm.

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