



## BURNHAM ON CROUCH TOWN COUNCIL

### MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL EXTRA ORDINARY MEETING HELD ON TUESDAY 28<sup>th</sup> MARCH 2023 AT 6:00pm AT THE CHAMBER HALL, COUNCIL OFFICES, CHAPEL ROAD, BURNHAM ON CROUCH, ESSEX.

Attendance: Chief Officer Nichola Payne, 1 member of public  
Present: Councillors B. Calver (Town Mayor), D. Rawlinson, (Deputy Mayor), J. Donnelly, P Calver  
(meeting commenced at 7:35pm)

#### 301 APOLOGIES FOR ABSENCE

No apologies received.

#### 302 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.

#### 303 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

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

**Question 1** - What is going on with the amount of building going on in the area?

**Answer** - We are a consultee to Maldon District Council who are the planning authority, we can say whether we like them or not but we do not have any statutory powers to determine what is built in Burnham, although we do prepare a neighbourhood plan which is still in existence and can be referred to by Maldon District in terms of the developments proposed.

#### 304 CO-OPTIONS

1 application has been received and reviewed.

4 Questions were presented to the applicant and a recorded vote was taken.

4 Votes received in favor

Cllr McInnes signed her declaration and was welcomed into the meeting.

#### 305 KINGS CORONATION - RESOLVED

The application for the hire of the park has been approved, Chief Officer to sign agreement to secure the event dates.

The original agreed budget was provisionally secured at £5000. An additional £7000 is required to allow for the events to proceed for the 2 days.

The funding applied for via the National Lottery was declined on this occasion.

Cllr Calver proposed that we supplement unspent budgeted costs from the 2022/23 budget to cover the additional costs to allow the event to proceed.

**5 votes in favor**

Signed

Councillor Bob Calver (Town Mayor)

The coins are given to all primary school age children at both primary schools and those in home education and SEND groups.

Chief Officer provided copies of risk assessments for Councillors to review prior to that and the Event plan being submitted to Maldon District Council.

Cllr Donnelly suggests the Mayor attends Burnham County in the Morning and St Marys in the afternoon. Chief Officer to liaise with the schools for timings and numbers.

Site visit to be arranged with the screen hire company to agree siting of the screen.

Cllr McInnes to join the working party for the Coronation with Cllr Donnelly and Chief Officer.

### **306 GRANTS AND DONATIONS - RESOLVED**

A previous application from St Marys church for the support in the purchase of toilets for a volunteer event was not reviewed, however the chief officer can confirm on voting and decision making within Arnold Clark 'It must be made by the majority of members present and voting, provided that there is a quorum present it is immaterial that the quorum members take part in the voting'

Following previous presidents set that we purchase the toilets Cllr Donnelly proposed support Cllr McInnes seconded.

### **307 TOWN AND COUNCIL OFFICE MAINTENANCE**

We have received the annual renewals from Skippers and Garwoods with increases in line with annual inflation. Council to agree the increase to allow the contracts to continue.

**5 votes in favor.**

Chief Officer to clarify the additional quote for works at brickwall close/station road.

Reliable fire risk assessment has been carried out and recommendations have been given to install fire doors within the office and the chambers to ensure compliance. Chief Officer to obtain additional quotations for the work.

Chief Officer to liaise with the conservation officer regarding the type of materials to be used.

### **308 ACCOUNTS AND TRANSFER OF FUNDS - RESOLVED**

a) Revised accounts for February 2023 received – **AGREED.**

b) Budget spend to date, Chief officer confirmed the original documents presented were correct and there have been no changes, this is due to this being income and not expenditure. – **AGREED.**

### **309 COMMORATIVE BENCHES - RESOLVED**

In order to purchase the previously agreed 2 benches additional funding of £900.00 to add to the locality funding is required to proceed.

The current benches in the dementia garden are concrete upstands and will be removed during the refurbishment of the patio area. This will include for the addition of a disabled access ramp. The remaining bench in the dementia garden will be relocated, in conjunction with the Bench condition survey.

Cllr Calver proposed that we supplement unspent budgeted costs from the 2022/23 budget to cover the additional costs to allow for the purchase of the benches.

**5 votes in favor**

Signed

Councillor Bob Calver (Town Mayor)

**310 PUBLIC FORUM**

**Question 1** – Can the benches be repurposed

**Answer** – 1 wooden bench and 2 concrete ones will be upcycled where possible.

**311 EXCLUSIONS 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.

**312 ALLOTMENTS**

To discuss and pass resolution where necessary on the confidential items discussed.

**313 CLOSURE OF THE MEETING**

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

DRAFT

Signed

Councillor Bob Calver (Town Mayor)