



Councillor Duncan Rawlinson, Town Mayor

Nichola Payne Chief Officer

Telephone: 01621 783 426

email

townclerk@burnhamoncrouchtowncouncil.gov.uk

Council Offices

Chapel Road

BURNHAM-ON-CROUCH

Essex

CM0 8JA

2nd January 2024

ALL COUNCILLORS BURNHAM-ON-CROUCH TOWN COUNCIL

Dear Sir/Madam,

EXTRA ORDINARY COUNCIL MEETING

You are summoned to attend an **Extraordinary Council Meeting of the Burnham-on-Crouch Town Council**, to be held at The Council Chamber on **TUESDAY 9TH JANUARY 2024 @ 7:00PM**

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.

Yours faithfully

Cllr Duncan Rawlinson

TOWN MAYOR – 2nd January 2024

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 should 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.
- 3 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA**
To receive questions from the public and press (10 minutes allowed).
- 4 MINUTES OF MEETING**
To discuss and agree the minutes from the extra ordinary meeting held on 28.11.2023.
- 5 PROJECTED OUTTURN 2023/2024**
To receive the Chief Officers Report on actual and projected income and expenditure for 2023/2024 and to determine issues brought forward from previous Meetings.
- 6 ORIGINAL BUDGET 2024/2025**
To receive the Chief Officers Report and draft proposals, including issues brought forward from previous Meetings, for the above and, subject to consideration thereof, to recommend a Budget for 2024/2025 to reflect the Town Council's commitments and spending plans.
- 7 TOWN COUNCIL PRECEPT FOR 2024/2025**
Following the Maldon District Full Council meeting held on the **29th November 2023**, notification has been received that the expected Council "Tax Base" for 2024/2025 for Band D properties is **£3,712**.
Members are requested to determine a Precept for 2024/2025 at this Budget Meeting (see item 8 below).
- 8 NOTIFICATIONS TO MALDON DISTRICT COUNCIL**
Maldon District Council has asked that Town and Parish Councils submit their Precept requirements, for 2024/2025, by the **10th January 2023**
This information will then be aggregated with the District Council's recommended Council Tax levels and presented at the full council meeting dated **15th February 2024** at which point it will formally set the 2024/2025 District Council Tax levels (including the local precept element from Town and Parish Councils).
- 9 CLOSURES OF THE MEETING**
To close the Meeting having considered and determined all items of business.