



**Councillor Duncan Rawlinson, Town Mayor**

**Nichola Payne Chief Officer**

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**BURNHAM-ON-CROUCH**

**Essex**

**CM0 8JA**

24<sup>th</sup> 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 30<sup>th</sup> JANUARY 2024 @ 7:30PM**

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

*D Rawlinson*

**Cllr Duncan Rawlinson**

TOWN MAYOR – 24<sup>th</sup> 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 PROVIDENCE CAR PARK – RESURFACE**  
To receive an update from highways co-ordinator on the car park resurface, discuss, and pass resolution as follows.  
To review and approve proposed Contractor A for the car park signage.  
To review and approve proposed Contractor F for the power installation.  
To review and approve proposed Contractor C for the main car park resurfacing and associated works.  
To review and approve proposed Contractor E for the installation of EV Charging units.
- 5 PUBLIC FORUM'**  
*'Public Forum should be used for members of the public to bring to the table items they wish to see on future agendas and or notify the council of any issues they may wish to bring to the council's attention. (10 minutes allowed)*
- 6 CLOSURES OF THE MEETING**  
To close the Meeting having considered and determined all items of business.