



Town Mayor Councillor Fiona Clegg

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3rd September 2024

ALL COUNCILLORS BURNHAM-ON-CROUCH TOWN COUNCIL

Dear Sir/Madam,

TOWN COUNCIL MEETING

You are summoned to attend the **Full Council Meeting of the Burnham-on-Crouch Town Council** to be held at The Council Chamber on **TUESDAY 10th SEPTEMBER 2024** at 7:30pm

Members of the public and press are welcome to attend the meeting.

Supporting documentation for Agenda items held in the public session of this Meeting will be available via the Council's website.

Yours faithfully.

Fiona C Clegg

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Town Mayor
3rd September 2024

Sound Recording of Meeting

Please note that the Council will be recording any part of this Meeting held in open session, the recording will be held within the council offices for the purposes of minute taking and clarification should this be required.

Members of the public attending the Meeting with a view to speaking are deemed to be giving permission to be included in the recording.

We will also take photographs when appropriate.

AGENDA

- 101/FC/09/24 APOLOGIES FOR ABSENCE**
To receive apologies for absence.
- 102/FC/09/24 DECLARATIONS OF INTERESTS**
Members are to declare any disclosable pecuniary Interests, other pecuniary interests and registrable non-pecuniary interests relating to items on the agenda, having regard to the code of conduct for members and having taken appropriate advice before the start of the meeting.
- 103/FC/09/24 TOWN MAYOR'S ANNOUNCEMENTS**
To receive the Town Mayor's announcements for August 2024.
- 104/FC/09/24 MINUTES**
To confirm and sign the minutes for meetings as follows:
Full Council meeting 9th July 2024
Full Council meeting 16th July 2024.
- Note on minutes of the EOM meeting of the 25th March 2024-
Clarification on the lawfulness of the motions and decisions made at the EOM on the 25th March 2024 have been deemed lawful. Therefore, the minutes of that meeting, read as agreed, at the Full Council meeting of the 9th July 2024.
- 105/FC/09/24 DISTRICT COUNCILLOR REPORTS**
Reports to be considered as read where provided. Members allowed time to seek any clarification as required.
- 106/FC/09/24 COUNTY COUNCIL REPORTS**
Reports to be considered as read where provided. Members allowed time to seek any clarification as required.
- 107/FC/09/24 PUBLIC PARTICIPATION SESSION**
The chair will invite questions and observations from members of the public present and from any received via email into the office. A maximum of 15 minutes will be allowed.
- 108/FC/09/24 WORKING WELL TOGETHER**
To welcome Cllr Stamp and creating a framework for working well together going forward.
- 109/FC/09/24 ACCOUNTS AND TRANSFER OF FUNDS**
a) To approve and sign the monthly reconciliations for August 2024.
b) To agree the transfer of funds for September 2024 to meet the Town Council's financial requirements.
- 110/FC/09/24 RECESS**
To update members on Recess between 01/08/24 – 31/08/24.
- 111/FC/09/24 GRANTS AND DONATIONS**
To receive requests for grants and donations and pass resolution.

112/FC/09/24	EVENTS To receive an update on recent events and pass resolution where necessary on upcoming events.
113/FC/09/24	COUNCIL MEET AND GREET To update members on the two Council, Meet and Greet sessions in July and August.
114/FC/09/24	OFFICE REFURBISHMENT To pass resolution that the refurbishment of the Council Office is put onto Contract Finder.
115/FC/09/24	OBSERVATORY. To receive any update from Cllr Skeens on the installation of the Observatory on Riverside Park.
116/FC/09/24	COMMITTEE MEETINGS UPDATE To receive the previously deferred minutes from Committee Meetings held since the Annual Town Meeting. To update members on why working parties have not met during recess.
117/FC/09/24	REVIEW OF POLICIES To update Members as to why policies have not been reviewed by the Policy Review working party during Recess.
118/FC/09/24	ANNUAL RISK ASSESSMENT To update Members as to why the Burnham-on-Crouch Town Council Risk Management Scheme has not been reviewed by the Resources and Assets Committee during Recess.
119/FC/09/24	ARMISTICE DAY To discuss and pass resolution on our support to the Royal British Legion for Armistice Day 2024.
120/FC/09/24	TRAINING AND DEVELOPMENT To pass resolution on Councillors on the Staffing Committee attending Worknest Modules in October and November.
121/FC/09/24	PURCHASE OF NEW COUNCILLOR LAPTOP To discuss and pass resolution on the purchase of an additional Councillor laptop.
122/FC/09/24	DEMENTIA FRIENDLY ACCREDITATION To discuss and pass resolution on the Town Council working towards achieving Dementia Friendly Accreditation.
123/FC/09/24	PUBLIC MEETING REGARDING SEWAGE IN THE RIVER CROUCH To receive an update on the previously agreed public meeting.
124/FC/09/24	BALTIC WHARF NOISE COMPLAINTS To discuss and pass resolution on how the Town Council can assist residents with this issue.

125/FC/09/24	SAR AND FOI REQUESTS To discuss and pass resolution on the employment of a locum to deal with these.
126/FC/09/24	HEALTH AND SAFETY To discuss and pass resolution on Fire Safety within the Council building.
127/FC/09/24	OBJECTIONS TO AGAR 2023/24 To inform Members that Notice(s) of Objection have been submitted to our external auditor regarding our AGAR 2023-24.
128/FC/09/24	ALLOTMENTS To update members on the Allotment ownership. To discuss and pass resolution on actions as a result of the annual inspection.
129/FC/09/24	TIDAL RAVE To update members on the cancellation of the Tidal Rave event.
130/FC/09/24	HEARING LOOP To discuss and pass resolution on a Hearing Loop for the Council Chamber.
131/FC/09/24	AYLETTS CHARITY Update and proposal from Cllr English.
132/FC/09/24	DATES OF NEXT MEETING: Planning Tuesday 24 th September 2024 at 7:00pm Planning Tuesday 10 th October 2024 at 7.00 pm Council Tuesday 10 th October 2024 at 7.30 pm
133/FC/09/24	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.
134/FC/09/24	STAFFING MATTERS To receive a P&C report from the Staffing Committee and make associated resolutions.
135/FC/09/24	COUNCILLOR MATTERS To discuss Councillor conduct and make associated resolutions.
136/FC/09/24	PROVIDENCE CAR PARK To receive the auditor's report on Providence Car Park and make associated resolutions. To update members re: EV charge point installation.
137/FC/09/24	CLOSURES OF THE MEETING To close the Meeting having determined all items of business.