

**MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD
ON TUESDAY 8th NOVEMBER 2016**

**Present: - Town Mayor, Councillor Ron Pratt.
Deputy Town Mayor, Councillor Mrs Una Norman.
Councillors – Mr Bob Calver, Mr Neil Pudney, Mrs Helen Elliott.**

In Attendance: - Sarah Grimes and Paul Harris, Town Clerks.

173 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Peter Elliott, Mrs Louise Pudney, Mrs Wendy Stamp and Mike Wood.

174 DECLARATIONS OF INTERESTS

There were none.

175 TOWN MAYOR'S ANNOUNCEMENTS

Councillor Ron Pratt reported that he had attended the following:-

- i) Maldon Town Mayor's Annual Ball.
- ii) Dorothy Duce's 100th Birthday Party was postponed due to illness.
- iii) Road Safety Exhibition run by the NAP Team.
- iv) Halloween Party in the Park at Southminster – it was a great success and many Burnham residents were present.
- v) Police & Crime Commissioners Meeting and also a pre-meeting with the PCC organised by Ken Harris.
- vi) Create and Flourish open day at the Station House.

176 The scheduled presentation on Maldon & Chelmsford East Children's Centres had to be cancelled at short notice by the speaker Tullulah Shaughnessy.

Cllr. Neil Pudney commented that two Homestart groups are being merged and will now be called Homestart Essex.

177 MINUTES AND MATTERS ARISING

RESOLVED: - that the Minutes of the Statutory Meeting of the Town Council held on Thursday 13th October 2016, be confirmed and signed.

Matters Arising:-

All matters arising had been dealt with and circulated to Members.

178 PLANNING COMMITTEE MINUTES

RESOLVED: - that the confirmed Minutes of the Planning Committee Meetings held on Thursday 13th October 2016 and Tuesday 25th October 2016 be duly received.

179 ENVIRONMENT COMMITTEE

Members noted the circulated update of actions outstanding from the last meeting and the date of next meeting on Wednesday 23 November at 12 noon.

180 TOWN CLERKS' REPORT

This was noted.

181 DIARY DATES

Members noted the circulated diary dates until the end of December 2016

- a) South Eastern Area Planning Committee Meeting – Monday 7 November
7.30 pm in the Town Council Chamber.
- b) Burnham Town Council Planning Meeting – Tuesday 8 November
7 pm in the Town Council Chamber.
- c) Burnham Town Council Meeting – Tuesday 8 November
7.30 pm in the Town Council Chamber.
- d) Chairman of Maldon District Council Armistice Day Firing of the Maroon Ceremony and
Two Minute Silence – Friday 11 November
11 am at the War Memorial.
- e) Town Council Surgery – Saturday 12 November
10.30 am – 11.30 am in the Town Council Chamber.
- f) Remembrance Sunday – Sunday 13 November
The Service will take place at 10 am at the Baptist Church, followed by
The Act of Remembrance and Laying of Wreaths at the War Memorial.
- g) Burnham Carnival Committee – Tuesday 15 November
8pm in the Town Council Chamber
- h) Environment Committee – Wednesday 23 November
12 noon in the Town Council Chamber
- i) Burnham Town Council Planning Meeting – Monday 28 November
7 pm in the Town Council Chamber.
- j) Burnham Town Council Budget Meeting – Monday 28 November
7.30 pm in the Town Council Chamber.
- k) Light up a Life – Thursday 1st December
7pm for 7.30 service at St Mary's Church
- l) Tree Lighting Ceremony – Sunday 4th December
TBC in High Street (Outside One-Stop Shop)
- m) South Eastern Area Planning Committee Meeting – Monday 5 December
7.30 pm in the Town Council Chamber.
- n) Dengie D'Caf – Wednesday 7 December
10 am – 1pm in the Town Council Chamber.
- o) Casual Vacancy Election (South Ward) – Thursday 8 December
7am to 10pm in the Town Council Chamber.
- p) Royal British Legion meeting – Monday 12 December
7.30pm in the Town Council Chamber.
- q) Burnham Town Council Planning Meeting – Tuesday 13 December
7 pm in the Town Council Chamber.
- r) Burnham Town Council Meeting – Tuesday 13 December
7.30 pm in the Town Council Chamber.

182 CO-ORDINATORS' REPORTS

- a) General Purposes – Councillor Peter Elliott was not present.
(Town Clerks note: The Christmas lights for this year are going to be the same as last with the relevant permissions having been sought and approved. It was too late this year for new designs to be approved, costed and permissions sought. This will be undertaken earlier in the next financial year).

- b) Highways –
Reports had been circulated by Cllr Bob Calver and Paul Haworth Councillor Bob Calver reported that all repairs required on Burnham’s roads that he was aware of had been recorded on ECCs website for repair but were listed as non-urgent repairs.

A letter had been received from a resident complaining about access issues in Cedar Rd for people with pavement scooters and buggies. It was suggested that the solution may be the addition of another dropped kerb in the area and that the Highways Panel be asked to look into the problem.

The letter also referred to cobbled sections in the pavement, however Councillor Mrs Norman stated that the cobbled areas in question were adjacent to the pavement and did not form part of the pavement and that is why they were cobbled.

Cllr Neil Pudney, stated that he had been approached by residents from Corinthian Mews complaining about the lack of street lighting in the Maldon Rd, and it being dangerous to walk on the pavement in this area. It was suggested that ECC Highways be asked to survey the area.

Cllr Mrs Helen Elliott also stated that the shoppers Car Park was very dark and could we ask MDC to look into improved lighting for the area.

RESOLVED: the Town Clerks are to write to MDC and ECC as necessary requesting them to investigate these three issues.

183 DISTRICT COUNCILLORS’ REPORTS

The Town Mayor reported as follows:-

The Maldon District Sports Awards have just been held although very few were from Burnham. They are very worth acknowledgement to those undertaking sports and we should make sure more local sports enthusiasts are nominated next year.

The River Crouch Coastal Communities Team has been lobbied to include additional members from Burnham. This would enable Burnham to become more involved and have a better say

The Maldon Citizens Advice Bureau has placed a bid with the Aviva Community Fund to support outreach services. Members and residents are encouraged to help support the bid by voting on-line.

The other District Councillors present had nothing to report.

184 TOWN COUNCIL REPRESENTATIVES’ REPORTS

Councillor Bob Calver reported that the JCC was eager for Quay Day to be organised again next year and believed that Fiona Clegg had volunteered to organise it again. Cllr. Calver stated that the event needed to be organised in a more business-like way next year to ensure that the Council did not underwrite costs above that which is budgeted for.

Councillor Mrs Una Norman reported that the ECC bus survey for the Maldon District was underway and needed to be promoted in this area and that the Broomfield shuttle bus from Chelmsford needed to be better used by residents otherwise we would lose it.

Cllr, Mrs Norman asked for the hearing loop to be set up for the next DHBUG meeting in the chamber so that some attendees could hear better.

Cllr. Mrs Norman stated that MDC was responsible for Hester Place but did not help have enough with issues there, however the Rangers (Community Protection Officers) were doing a good job. Cllr. Mrs Norman reported that the Bridge Task Force had been hard at work pruning back shrubs and that Mr Fowler had attended with his shipper/shredder and had stayed all day.

Resolved to write a letter of thanks to Mr Fowler

185 ACCOUNTS AND TRANSFER OF FUNDS

- a) **RESOLVED: - that the payment of Accounts for November 2016 be approved and signed.**

Members noted that an additional £50 donation to the Royal British Legion had been added to the cost of the wreath in accordance with previous practice.

- b) The comparison of actual to budgeted payments and receipts to November 2016 was noted.

- c) The Town Clerk reported that Barclays Bank was giving mixed messages regarding the amount of signatories that could be held on the Council Bank Account. It had been suggested to him that there might be some leeway in the addition of some signatories, but not to the extent of all Councillors being included. The Town clerk suggested that Cllrs Neil Pudney and Ron Pratt remain, both Town Clerks be added along with Cllr Una Norman and one other as that was the amount of space on the mandate form. Cllr. Helen Elliott had asked to come off. It was agreed that Cllr. Wendy Stamp would be the other named signatory as she worked from home and as such was frequently available.

RESOLVED: The above named people would be put forward to Barclays Bank for approval.

186 GRANTS AND DONATIONS

An application had been made by St Mary's Church for a grant of £240 to pay for hired toilets at the annual Bonfire Night event.

Cllr. Mrs Helen Elliot queried as to why the toilets had not been provided as usual by MDC and Cllr. Ron Pratt explained that the Toilets in question were old and in a condition where they were no longer financially viable.

RESOLVED: A grant of £240 be given to the Church to cover the hire cost of the toilets. Mrs Helen Elliott objected.

187 TOWN COUNCIL SURGERIES

A Surgery will be held in the Council Offices between 10.30 and 11.30 am on the following dates:

SATURDAY 12 November - Councillors Ron Pratt and Councillor Mrs Wendy Stamp.

SATURDAY 10 December - Councillors Ron Pratt and Councillor Mrs Una Norman.

SATURDAY 14 January - Councillors Ron Pratt and Councillor Mrs Una Norman.

188 LOCAL DEVELOPMENT PLAN (LDP) and NEIGHBOURHOOD PLAN (NP)

- a) All Members received a copy of Cllr. Pratt's response to the consultation
- b) The neighbourhood plan is now subject to the regulation 16 Consultation Process. A meeting with the Inspector is due to take place on the 21st November at 2pm. Notices are in place and drop in sessions for residents to call in and ask questions regarding the plan will be held and David McNeill from the steering group has agreed to attend. The plan should hopefully be in formal use in early Spring next year.

The Town Mayor, Cllr. Ron Pratt issued his formal thanks to David and Eva McNeill and all the Neighbourhood Steering Group for all of their hard work in producing the Plan.

189 RSPB WALLASEA ISLAND WILD COAST PROJECT (standing item)

Councillors had received pre-planning application papers regarding some changes to the project. Cllr. Bob Calver reported that the changes amounted to the remaining cells being allowed to form lagoons rather than be filled in as originally planned, and that it was not really an issue and that river flow will hardly change.

190 LOCAL POLICE COMMUNITY MEETING (LPCM) (formerly NAP)

All Members noted that the next meeting is to be held on 24 November and that the Police are unlikely to attend.

191 AMENDMENT TO STANDING ORDERS

Pursuant to minute 162 of the statutory Meeting held on 13 October as follows:

“That all Meetings of the Town Council require a quorum of four, with effect from all Meetings subsequent to 8 November 2016 (to stand adjourned until the next Meeting of the Town Council to be held on Tuesday 8 November 2016).”

Members were requested to adopt the above Amendment to Standing Orders. Following detailed debate it was

RESOLVED: - that i) all Meetings of the Town Council require a quorum of four, with effect from all Meetings subsequent to 8 November 2016 and that the Town Council’s Standing Orders be amended accordingly and ii) a decision on the quorum for Planning Meetings and other committees/sub-committees/panels be deferred to the Meeting of the Town Council to be held on Tuesday 13 December 2016, to allow more Members to be present.

192 CASUAL VACANCY IN THE SOUTH WARD OF THE TOWN

The final date for nominations is 11 November 2016 and the election will take place on Thursday 8 December 2016

193 ASH TREE OUTSIDE COUNCIL OFFICES

To consider The Town Clerk’s previously circulated options regarding this tree situated in Chapel Lane.

RESOLVED: Seek to remove the Ash tree completely and also the Christmas trees underneath

194 GREEN LANE & CREEKSEA LANE

To consider a proposal to ask the Highways Panel to look into reducing the speed limit to 30mph

RESOLVED: Ask for a survey to be carried out with a view to reducing the speed limit to 30mph along both roads

195 ANY OTHER BUSINESS

There was no other business to be discussed

196 QUESTIONS

Q It would be good if we could see a profit and loss sheet for Station House and Allotments, also what are the number of website hits, and what are the key performance indicators for the tourist Office given that two people are on duty there?

A: We will try to come back to you on these things.

Q The hole in the pavement at the top of Coronation Rd has been filled in but will the waste bin that was there be replaced?

A: The Town Clerk (SG) responded that she had been advised by MDC that this is due to be reinstated shortly.

Q We still have a damaged street sign in our garden waiting to be removed, repaired and replaced.

A: We will contact MDC

Q: Can the Community Safety Partnership have Council Members on it?

A: No it is an Officers meeting only.

Q: Why isn't there a District Councillors Surgery in Burnham?

A: I am always available on my phone and I don't know whether it is worth it as the BTC surgeries are poorly attended. I don't believe that separate meetings will be any better.

197 CLOSURE OF THE MEETING

Having considered and determined all items of business, the Meeting was closed at 8.32 pm