



Councillor Ron Pratt, Town Mayor

Sarah Grimes, Town Clerk

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**ALL COUNCILLORS
BURNHAM-ON-CROUCH TOWN COUNCIL**

4 April 2017

Dear Sir/Madam,

TOWN COUNCIL MEETING

You are summoned to attend a **Meeting of the Burnham-on-Crouch Town Council**, to be held in the Council Chamber of these Offices on **Wednesday 12 April 2017 at 7.30 pm.**

Yours faithfully,

TOWN CLERK

N.B. The Council Chamber has the benefit of an infra-red loop system. Any person attending the Meeting who requires assistance with their hearing should ask the Town Clerk who will be pleased to help.

THIS MEETING WILL BE HELD WITHIN THE "PURDAH PERIOD" PRIOR TO THE ESSEX COUNTY COUNCIL ELECTION ON THURSDAY 4 MAY 2017. AS SUCH, SPECIAL AND SPECIFIC RULES OF DEBATE WILL APPLY. THESE RULES WILL BE EXPLAINED TO ALL PARTICIPANTS BEFORE THE FORMAL PROCEEDINGS OF THE MEETING ARE COMMENCED.

AGENDA

1 APOLOGIES FOR ABSENCE

2 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.

Members are required to declare the existence and nature of any 'personal or prejudicial' interests relating to items on the Agenda having regard to the Code of Conduct for Members. Members are reminded that they are also required to declare interests as soon as they become aware should the need arise throughout the Meeting.

3 TOWN MAYOR'S ANNOUNCEMENTS

4 LISTENING BENCH FOR BURNHAM

Further to Minute 299 of the Meeting of the Town Council held on Tuesday 14 March 2017, to receive a presentation from Sarah-Joy Maddeaux, 'You Are Hear' Project Officer at the Essex Records Office, regarding the above.

5 MINUTES AND MATTERS ARISING

To confirm the Minutes of the Meeting of the Town Council held on Tuesday 14 March 2017

6 PLANNING COMMITTEE MINUTES

To receive the confirmed Minutes of the Planning Meeting held on Tuesday 14 March 2017.

7 ENVIRONMENT COMMITTEE

The unconfirmed notes of the Environment Committee meeting held on Wednesday 29 March 2017 have been circulated.

To receive recommendations from that meeting and pass any Resolutions and Orders as may be necessary.

8 TOWN CLERKS' REPORT

To receive the Town Clerks' Report and pass any Resolutions and Orders as may be necessary.

9 DIARY DATES

Members to note: - **SEE SEPARATE SHEET.**

10 CO-ORDINATORS' REPORTS

To consider Reports from Co-ordinators and to pass any necessary resolutions:

- a) General Purposes
- b) Highways

11 DISTRICT COUNCILLORS' REPORTS

To receive reports from District Councillors.

12 TOWN COUNCIL REPRESENTATIVES' REPORTS

To receive reports from Town Council Representatives on external bodies/organizations.

13 ACCOUNTS AND TRANSFER OF FUNDS

- a) To approve the payment of Accounts for April 2017 and agree a transfer of funds to meet the Town Council's financial requirements.
- b) To receive the comparison of actual to budgeted payments and receipts to April.
- c) To note that the Annual Return and Audit documentation for 2016/2017 has been received from PKF Littlejohn LLP, the Town Council's appointed External Auditors.

14 GRANTS AND DONATIONS

The Budget for 2017/2018 is £3,100

All Members have received a copy of the letter from His Honour Philip Clegg DL, requesting a donation towards the Rotary Club 10km run, to be held on Bank Holiday Monday 29 May 2017. Last year the event raised just over £4,000 for charity. This year it is intended that 50% of a charity donation go to the Dengie Project Trust, with the remainder to be distributed among the Rotary Club's other nominated charities.

Members are requested to consider and determine the above.

15 TOWN COUNCIL SURGERIES

A Surgery will be held in the Council Offices between 10.30 and 11.30 am on the following dates: - (no appointment is necessary)

SATURDAY 13 May – to be determined

SATURDAY 10 June – to be determined

SATURDAY 8 July – to be determined

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

a) To receive an update on the Maldon District Local Development Plan.

b) To receive an update on the Neighbourhood Plan.

17 RSPB WALLASEA ISLAND WILD COAST PROJECT (standing item)

To receive any updates in respect of the above.

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

All Members have received a copy of the Chairman's notes of the meeting held on Thursday 30 March 2017.

Members are requested to consider the following: -

- poster sites for a Parkwatch volunteer campaign
- litter outside Ormiston Rivers Academy
- potential Neighbourhood Watch Pop-Up Shop at Fiveways

19 PEDESTRIAN CROSSING IN CHURCH ROAD

To receive a report from Councillor Mrs Wendy Stamp on the progress of the above scheme.

20 POLICE AND CRIME COMMISSIONERS PUBLIC CONSULTATION

Further to Minute 299 of the Meeting held on Tuesday 14 March 2017, all Members have received a copy of the above. The twelve week Public Consultation into the potential change in the way Essex Police and Essex County Fire and Rescue Service is governed, runs until Wednesday 10 May 2017.

The new Policing and Crime Act 2017 offers the opportunity to transform local fire and rescue governance, enabling Police and Crime Commissioners to become the fire and rescue authority where a strong local case is made. The Government also has a statutory duty to collaborate.

There are three options to consider and comment on, rating them 'no benefit to significant benefit'

Representation

- The Police and Crime Commissioner becomes the 26th voting member of the Essex Fire Authority.
- Police and Crime Commissioner continues to govern Essex Police.

Governance

- The Police and Crime Commissioner takes on the role of the Essex Fire Authority, becoming the Police, Fire and Crime Commissioner.
- Police and Crime Commissioner governs both Essex Police and Essex County Fire & Rescue Service.

- Each service retains its Chief Officers.

20 POLICE AND CRIME COMMISSIONERS PUBLIC CONSULTATION (continued) Single employer

- The Police and Crime Commissioner takes on the role of the Essex Fire Authority, becoming the Police, Fire and Crime Commissioner.
- A single Chief Officer is appointed and leads both Essex Police and Essex Fire and Rescue Services.
- Police and Crime Commissioner governs both Essex Police and Essex County Fire & Rescue Service, bringing the services together.

A summary of questionnaire responses will be submitted to the Home Office in June and the Home Secretary will make the final decision. Residents may give their views by visiting the website www.essex.pcc.police.uk/LocalCaseForChange.

Members are requested to consider and determine the Town Council's formal response to the Consultation.

21 TOWN COUNCIL CHAMBER CHARGING POLICY

Further to Minutes 301 of the Meeting of the Town Council held on Tuesday 14 March 2017, all Members have received a copy of the Town Clerk's Report regarding the above.

Members are requested to consider and determine/reaffirm the Town Council's Charging Policy in respect of the Council Chamber.

22 STATION HOUSE

To receive a Report from the Town Clerk in respect of the above.

23 ALLOTMENTS

An email has been received from the Plot Secretary, requesting financial assistance from the Town Council for the purchase of road scalplings, to maintain the side tracks on the allotment site. Members are reminded that the 2017/2018 Budget provision for the allotments is £1,500.

Members are requested to consider and determine the above.

24 ANY OTHER BUSINESS

Subject to prior notice having been given to the Town Mayor.

25 QUESTIONS

To receive questions from the public and press and to respond accordingly wherever practicable, failing which an answer will be communicated to the questioner as soon as possible following the Meeting.

26 EXCLUSION OF THE PUBLIC AND PRESS

To resolve that "under Section 100A (4) of the Local Government Act 1972 the public and press be excluded from the meeting for the following item (27) of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 13 of Part 1 of Schedule 12A to the Act.

27 STAFF MATTERS

To receive a report from the Appointments Panel on the above.

28 CLOSURE OF THE MEETING

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