



Councillor Bob Calver, Town Mayor

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ALL COUNCILLORS
BURNHAM-ON-CROUCH TOWN COUNCIL

7 February 2018

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 **Tuesday 13 February 2018 at 7.30 pm.**

Yours faithfully,

TOWN CLERK

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

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 ROGER HIRST - POLICE, FIRE & CRIME COMMISSIONER FOR ESSEX

Mr Roger Hirst, Police, Fire & Crime Commissioner for Essex, will be attending the Meeting. Mr Hirst will explain his role and responsibilities and provide an update on priorities in the Policing Crime Plan, including increasing local visible policing. A questions and answers session will follow.

5 MINUTES AND MATTERS ARISING

To confirm the Minutes of the Statutory Meeting of the Town Council held on Tuesday 23 January 2018.

6 PLANNING COMMITTEE MINUTES

To receive the confirmed Minutes of the Planning Meeting held on Tuesday 23 January 2018

7 TOWN CLERKS' REPORT

To receive the Town Clerk's Report and pass any Resolutions and Orders as necessary.

8 DIARY DATES

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

9 CO-ORDINATORS' REPORTS

- a) General Purposes
- b) Highways
- c) Environment
- d) Neighbourhood Development Plan

10 DISTRICT COUNCILLORS' REPORTS

To receive reports from District Councillors.

11 TOWN COUNCIL REPRESENTATIVES' REPORTS

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

12 ACCOUNTS AND TRANSFER OF FUNDS

- a) To approve the payment of Accounts for February 2018 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 February.

13 GRANTS AND DONATIONS

The Budget for 2017/2018 is £460.

No requests have been received for this Meeting.

14 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 10 March 2018 – Cllr. Bob Calver.

Saturday 7 April 2018 – to be determined.

15 RSPB WALLSEA ISLAND WILD COAST PROJECT (standing item)

To receive any updates on the above.

16 NEIGHBOURHOOD ACTION PANEL

To receive a report from Members who attended the meeting held on Thursday 25 January 2018.

17 TOWN COUNCIL WEBSITE

To receive an update from Councillor Nick Skeens, the Town Council's website Editor.

18 BURNHAM ART TRAIL COMMUNITY PROJECT

All Members have received a copy of the email from Glynnis Dye, Art Trail Co-ordinator, requesting the Town Council's support for a pargeting project at the Station House. The Town Clerk will report further at the Meeting.

19 DENGIE HUNDRED GROUP OF PARISH COUNCILS

Further to Minute 243 of the Statutory Meeting of the Town Council held on Tuesday 23 January 2018 and at the request of Councillor Mrs Wendy Stamp,
Members are requested to consider and determine whether to have a Standing Item on future Agendas to discuss issues arising from Meetings of the above.

20 FINANCE & ASSET MANAGEMENT COMMITTEE

Further to Minute 251 of the Statutory Meeting of the Town Council held on Tuesday 23 January 2018, **Members are requested to consider the implementation of a Finance & Asset Management Committee.**

21 'LITTLE SHIPS VANGUARD'

Further to Minute 253 of the Statutory Meeting of the Town Council held on Tuesday 23 January 2018, i) to receive a proposal from Councillor Nick Skeens for the Town Council to take ownership of the vessel and ii) to receive a Report from the Town Clerk.
Members are requested to consider and determine whether the Town Council wishes to take ownership of the 'Little Ship Vanguard'.

22 FORMATION OF A GROUP OF VOLUNTEERS

Further to Minute 255 of the of the Statutory Meeting of the Town Council held on Tuesday 23 January 2018, to receive an update from the Town Mayor.

23 STAFFING COMMITTEE

Further to Minute 256 of the Statutory Meeting of the Town Council held on Tuesday 23 January 2018, to receive a Report on the formation of a Staffing Committee.
Members are requested to consider and determine the above.

24 ANY OTHER BUSINESS

For the exchange of urgent information or to allow genuinely urgent issues to be raised.

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

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.

27 STAFF MATTERS, LAND MATTERS AND TOWN COUNCIL OFFICES

- i) to receive a Report from the Appointments Panel.
- ii) to receive a Report from the Asset Management Panel and the Town Clerk.

28 CLOSURE OF THE MEETING

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