



**Councillor Bob Calver, Town Mayor**

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

7 March 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 March 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 MINUTES AND MATTERS ARISING**

To confirm the Minutes of the Meeting of the Town Council held on Tuesday 13 February 2018.

**5 PLANNING COMMITTEE MINUTES**

To receive the confirmed Minutes of the Planning Meetings held on Tuesday 13 and Monday 26 February 2018.

## **6 TOWN CLERKS' REPORT**

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

## **7 DIARY DATES**

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

## **8 CO-ORDINATORS' REPORTS**

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

Further to Minute 286 of the Meeting of the Town Council held on Tuesday 13 February 2018, Members are requested to discuss the draft response to the "Chelmsford Pre-submission Local Plan, Sustainability Appraisal and Habitats Regulations Assessment" and to determine the Town Council's formal response. The consultation deadline is 14 March 2018.

## **9 DISTRICT COUNCILLORS' REPORTS**

To receive reports from District Councillors.

## **10 TOWN COUNCIL REPRESENTATIVES' REPORTS**

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

## **11 ACCOUNTS AND TRANSFER OF FUNDS**

- a) To approve the payment of Accounts for March 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 March.

## **12 GRANTS AND DONATIONS**

**The Budget for 2017/2018 is £410.**

- i) All Members have received a copy of the letter from Nick Daws, Day Centre Organizer for Action for Family Carers, requesting financial assistance toward the cost of day trips and activities for members of their Burnham Outreach Group.
- ii) A request has been received from the Vanguard Trust seeking the Town Council's financial assistance in the amount of £129.60 for six tarpaulins to cover the Vanguard and supporting structure.

**Members are requested to consider and determine the above.**

## **13 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 14 April 2018 – Councillor Nick Skeens.

Saturday 12 May 2018 – to be determined.

## **14 RSPB WALLASEA ISLAND WILD COAST PROJECT (standing item)**

To receive any updates on the above.

## **15 NEIGHBOURHOOD ACTION PANEL (standing item)**

To receive any updates on the above.

- 16 DENGIE HUNDRED GROUP OF PARSISH COUNCILS (standing item)**  
To receive any updates arising from meetings of the above.
- 17 TOWN COUNCIL WEBSITE**  
To receive an update from Councillor Nick Skeens, the Town Council's website Editor.
- 18 DOG FOULING**  
Further to Minute 272 of the Meeting of the Town Council held on Tuesday 13 February 2018, Members are requested to discuss the above issue.
- 19 ESSEX HIGHWAYS BRIEFING**  
There will be an Essex highways Briefing on Monday 19 March at 7 pm in Maldon District Council offices. The Town Council has been invited to send one representative. The briefing will cover the following topics: -
- Essex Highways Service Overview
  - Ringway Jacobs, Safety & Network Management
  - Data-led Asset Management and prioritisation
  - Revenue Repairs and Maintenance
  - Highways localism – Local Highway Panels and Rangers (overview only).
  - Public Communications
- The briefing will be given by a range of senior Highways Officers.  
**Members are requested to nominate a Councillor to attend.**
- 20 PIPPINS ESTATE SECTION 106 PAVILLION**  
At the request of Councillor Mrs Wendy Stamp, Members to discuss the above
- 21 NEW ROAD INTO BURNHAM**  
At the request of Councillor Nick Skeens, Members are requested to consider the above. Councillor Skeens will present the possibility of not destroying the new road into Burnham, created between Marsh Road and The Pippins for the new Matthew Homes estate, proposing instead to keep it for emergency access only.
- 22 ANY OTHER BUSINESS**  
For the exchange of urgent information or to allow genuinely urgent issues to be raised.
- 23 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.
- 24 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.
- 25 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.
- 26 CLOSURE OF THE MEETING**

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