



**Councillor Ron Pratt, Town Mayor**

**Paul Harris, Town Clerk/RFO**

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

**7 March 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 **Tuesday 14 March 2017 at 7.30 pm.**

Yours faithfully,

TOWN CLERK

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 Clerks 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 Wednesday 15 February 2017.

**5 PLANNING COMMITTEE MINUTES**

To receive the confirmed Minutes of the Planning Meetings held on Wednesday 15 and Monday 27 February 2017.

**6 ENVIRONMENT COMMITTEE**

The next Meeting of the Environment Committee will be held on Wednesday 29 March 2017 at 10 am.

**7 TOWN CLERKS' REPORT**

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

**8 DIARY DATES**

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

**9 CO-ORDINATORS' REPORTS**

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

- a) General Purposes
- b) Highways

**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 March 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 March.
- c) The Town Clerks are requesting to attend an 'End of Year Accounting' EALC course on Tuesday 28 March 2017. The total cost for this is £190.

Councillors Mrs Wendy Stamp and Vanessa Bell have requested to attend EALC Councillor Training Days on 11th and 18th July. The total cost for these sessions is £380.

Members are reminded that the balance of the 2016/17 Training and Conferences Budget is £400. The 2017/18 Budget provision is £1,200.

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

**13 GRANTS AND DONATIONS**

**The balance of 2016/2017 Budget is £435.**

All Members have received a copy of the letter from Triss Norman & Sharon Chan, Directors of Create & Flourish CIC, requesting financial support for their ongoing projects.

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

**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 11 March - Councillors Ron Pratt and Mrs Wendy Stamp

SATURDAY 8 April - Councillors Ron Pratt and Bob Calver

SATURDAY 13 May – to be determined

**15 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.

**16 RSPB WALLASEA ISLAND WILD COAST PROJECT (standing item)**

The next meeting will be held on Wednesday 19 July at 7pm in Rawreth Village Hall.

**17 NEIGHBOURHOOD ACTION PANEL (NAPs)**

The next Meeting will be held on Thursday 30 March 2017.

**18 PEDESTRIAN CROSSING IN CHURCH ROAD**

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

**19 STATION HOUSE**

To receive a Report from Members who attended the Station House Management Committee Meeting on Wednesday 1 March 2017. All Members have received a copy of Mr Harris' notes from that Meeting.

**20 SUMMER SWIMMING**

To receive a Report from the Town Clerk on the progress of the 2017 scheme.

**21 CHRISTMAS FAYRE**

To receive a Report from the Town Mayor and Town Clerk on their informal meeting with Members of the Carnival Committee held on Saturday 11 March 2017.

**22 GROUNDS MAINTENANCE CONTRACT 2017/2018**

To receive a Report from the Town Mayor and Environment Committee Chairman on quotations received in respect of the above. The closing date for quotations is Monday 13 March 2017 at 12 noon.

**23 DOG FOULING**

To receive an update from Councillor Vanessa Bell on progress with the 'paint it pink' trial.

**24 BURNHAM HILLSIDE BOWLS CLUB**

All Members have received a copy of the email from Mr Sid Curtis, Burnham Hillside Bowls Club Men's Captain and Green Team Volunteer, requesting the Town Council's support for its application for funding from the Magnox Socio-Economic Scheme. The Club is seeking to replace its Bowls Green granular spreader at an approximate cost of £600.

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

**25 ANY OTHER BUSINESS**

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

**26 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.

**27 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 (28) 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.**

**28 STAFF MATTERS**

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

**29 CLOSURE OF THE MEETING**

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