



**Councillor Ron Pratt, Town Mayor**

**Paul Harris, Town Clerk/RFO**

**Sarah Grimes, Town Clerk**

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

**9<sup>th</sup> February 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 15<sup>th</sup> February 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 Statutory Meeting of the Town Council held on Tuesday 17 January 2017.

**5 PLANNING COMMITTEE MINUTES**

To receive the confirmed Minutes of the Planning Meeting held on Tuesday 17 January 2017.

**6 ENVIRONMENT COMMITTEE**

The unconfirmed minutes of the Environment Committee Meeting held on Wednesday 25 January 2017 have been circulated.

The next Meeting of the Environment Committee will be held at 10 am on 29<sup>th</sup> March 2017

**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 February 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 February 2017.

**13 GRANTS AND DONATIONS**

The balance of 2016/2017 Budget is £635

A request for a donation towards the launch of the annual Essex Summer of Art event. (see item 25).

**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 Wendy Stamp

SATURDAY 11 April - Councillors Ron Pratt and ???

**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<sup>th</sup> July at 7pm at Rawreth Village Hall
- 17 LOCAL POLICE COMMUNITY MEETING (LPCM) (formerly NAP)**  
All members have received a copy of the Chairman's notes.
- 18 PEDESTRIAN CROSSING IN CHURCH ROAD**  
To receive a report from Councillor Mrs Wendy Stamp on the progress of the above scheme.
- 19 AMENDMENT TO STANDING ORDERS**  
Pursuant to Minute 249 of the Statutory Meeting of the Town Council held on Tuesday 17 January 2017, as follows:  
**Resolved: - that all Planning Meetings of the Town Council and other committees/sub-committees/panels, require a quorum of four, with effect from all Meetings subsequent to 17 January 2017 and that the Town Council's Standing Orders be amended accordingly. Members are requested to adopt the above Resolution.**
- 20 COASTAL COMMUNITY TEAM**  
To receive a report.
- 21 QUAY DAY**  
To receive a report from the Town Clerk
- 22 CONSERVATION AREA**  
To receive a report from the Town Mayor and Members who attended the Conservation Area Inspection with MDC's Conservation Officer, Mr Tim Howson.
- 23 2016-2017 GROUND MAINTENANCE CONTRACT.**  
To receive a report
- 24 DOG FOULING**  
To receive a proposal from Cllr Bell
- 25 PRIDE IN BURNHAM**  
To receive reports
- 26 ESSEX SUMMER OF ART AND BURNHAM ART TRAIL**  
All members have received letters from the Burnham Art Trail regarding their planned events this summer, and their hope to host the launch of this year's annual Essex Summer of Art at the Station House (with a marquee).
- 27 FUNDING OPPORTUNITIES**  
To receive a report on possible funding opportunities
- 28 ANY OTHER BUSINESS**  
Subject to prior notice having been given to the Town Mayor.

**29 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.

**30 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 (31) 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.**

**31 STAFF MATTERS**

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

**32 CLOSURE OF THE MEETING**

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