



**Councillor Ron Pratt, Town Mayor**

**Paul Harris, Town Clerk/RFO**

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

10 January 2017

Dear Sir/Madam,

**STATUTORY TOWN COUNCIL MEETING**

You are summoned to attend a **Statutory Meeting of the Burnham-on-Crouch Town Council**, to be held in the Council Chamber of these Offices on **Tuesday 17 January 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 14 December 2016.

**5 PLANNING COMMITTEE MINUTES**

To receive the confirmed Minutes of the Planning Meetings held on Wednesday 14 December 2016 and Wednesday 4 January 2017.

**6 ENVIRONMENT COMMITTEE**

The next Meeting of the Environment Committee will be held on Wednesday 25 January 2017. There will be an earlier start time of 10 am for future Meetings of the Committee.

**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 January 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 January 2017.

**13 GRANTS AND DONATIONS**

**The balance of 2016/2017 Budget is £835**

All Members have received a copy of the letter from Caroline Sarychkin, on behalf of the Board of Directors of Saint FM, requesting a grant of £500 to support a major fundraising event.

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

**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 February - Councillors Ron Pratt and ???

SATURDAY 11 March - 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)**  
To receive a report from Councillor Peter Elliott on the meeting of the Liaison Group held on 11 January 2017.

**17 LOCAL POLICE COMMUNITY MEETING (LPCM) (formerly NAP)**  
To note that the next meeting of the above will be held on Thursday 26 January 2017.

**18 PEDESTRIAN CROSSING IN CHURCH ROAD**  
To receive a report from Councillor Mrs Wendy Stamp on the progress of the above scheme.

**19 ORIGINAL BUDGET 2017/2018**  
To receive a report from the Town Clerk/RFO.

**20 QUORUM AT PLANNING AND OTHER COMMITTEES**  
At the Meeting of the Town Council held on Tuesday 8 November 2016, only the quorum for Town Council Meetings was Resolved in accordance with the above, Minute 191 refers

**“RESOLVED: - that i) all Meetings of the Town Council require a quorum of four, with effect from all Meetings subsequent to 8 November 2016 and that the Town Council’s Standing Orders be amended accordingly and ii) a decision on the quorum for Planning Meetings and other committees/sub-committees/panels be deferred to the Meeting of the Town Council to be held on Tuesday 13 December 2016, to allow more Members to be present.”**

Consideration of the quorum for Planning and other committees etc. was deferred to the Meeting of the Town Council held on Wednesday 14 December 2016, Minute 219 refers. Members were therefore requested to re-consider the recommendations to: -

**a) limit the number of Members nominated to serve the Planning Committee – i.e. seven or eight or nine with a legal quorum of three (rounded up from a “third” of the membership), and**

**b) Other Committees/Sub-Committees/Panels – as detailed above.**

*(To stand adjourned until the Statutory Meeting of the Town Council to be held on Tuesday 17 January 2017)*

After detailed debate, it was

**RESOLVED:- that the Item be deferred until the Statutory Meeting of the Town Council to be held on Tuesday 17 January 2017, to allow for clarification to be sought from the EALC as to Members voting rights if the Town Council adopts the recommendation to limit the number of Members nominated to serve the Planning Committee and other Committees/Sub-Committees/Panels.**

All Members have received a copy of the information received from the EALC.

**Members are requested to consider and determine the quorum for Planning Meetings and other committees/sub-committees/panels.**

**21 CALENDAR OF MEETINGS 2017/2018**  
To receive a report from the Town Clerk on the above. This Item was deferred from the Meeting of the Town Council held on Wednesday 14 December 2016, Minute 222 refers.

**22 MALDON & DENGIE CANOE CLUB**  
To receive a report from Councillor Vanessa Bell, regarding the above club’s Community Initiatives Fund application.

**23 ESSEX COUNTY COUNCIL AND SOUTHEND-ON-SEA BOROUGH COUNCIL JOINT REPLACEMENT WASTE LOCAL PLAN – MODIFICATIONS**

All Members have received a copy of the letter from Richard Greaves, Minerals and Waste Planning Manager at Essex County Council, regarding the above. The public consultation on the above runs from 5 January to 16 February 2017.

**24 PROVISION OF RECORDING EQUIPMENT FOR THE TOWN COUNCIL CHAMBER**

To receive a report from the Town Mayor on the above.

**25 COASTAL COMMUNITY TEAM**

To receive a report from the Town Mayor on the above.

**26 BEE HIVES ON THE TOWN COUNCIL'S LAND ADJACENT TO THE ALLOTMENTS**

A request has been received from Carlie Mayes, Treasurer of the Dengie 100 & Maldon District Division of the Essex Beekeepers' Association, requesting the renewal of the annual licence to allow bee hives on the Town Council's land.

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

**27 ANY OTHER BUSINESS**

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

**28 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.

**29 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 (30) 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.**

**30 STAFF MATTERS**

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

**31 CLOSURE OF THE MEETING**

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