



Councillor Ron Pratt, Town Mayor

Sarah Grimes, Town Clerk

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

10 April 2017

Dear Sir/Madam,

EXTRAORDINARY TOWN COUNCIL MEETING

You are summoned to attend an **Extraordinary Meeting of the Burnham-on-Crouch Town Council**, to be held in the Council Chamber of these Offices on **Tuesday 18 April 2017 at 7.30 pm.**

Yours faithfully,

TOWN MAYOR

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 Clerk who will be pleased to help.

THIS MEETING WILL BE HELD WITHIN THE "PURDAH PERIOD" PRIOR TO THE ESSEX COUNTY COUNCIL ELECTION ON THURSDAY 4 MAY 2017. AS SUCH, SPECIAL AND SPECIFIC RULES OF DEBATE WILL APPLY. THESE RULES WILL BE EXPLAINED TO ALL PARTICIPANTS BEFORE THE FORMAL PROCEEDINGS OF THE MEETING ARE COMMENCED.

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 EXCLUSION OF THE PUBLIC AND PRESS

Councillors to Resolve to close the meeting to the public and press due to the confidential nature of the business to be transacted. Public Bodies (Admission to Meetings) Act 1960.

4 STAFF MATTERS

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

5 CLOSURE OF THE MEETING

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