

## **AGENDA ITEM 4 - ANNUAL REPORT OF THE TOWN COUNCIL FOR THE MUNICIPAL YEAR MAY 2014 TO APRIL 2015 (Forty First Edition)**

### **A MANAGEMENT AND ADMINISTRATION**

#### **INTRODUCTION**

This Report provides a summary of the activities of the Town Council that endeavour to protect, promote and improve services and facilities within the Town and thereby enhance the quality of life of its residents and visitors.

The Town Council is required to comply with the Local Government Regulations that stipulate that a Town (Parish) Annual Report should be published by the prescribed date of 30 June 2015. Annual Reports are required to include the following: -

- 1) Town Mayor's Overview of the Year
- 2) Town Council's Annual Report
- 3) Contact List of Town Councillors and Representatives of other Local Government, Parliamentary and European Parliamentary bodies (Appendix 1)
- 4) End of Year Financial Reconciliation (Appendix 2)

#### **1 TOWN COUNCIL STRUCTURE**

As a result of boundary changes in 2003, the Town has two similar Wards in population: - North and South. There are five Town Council and two District Council seats in each Ward.

#### **2 LOCAL ELECTIONS**

**Elections for all Councillors in the South and North Wards of the Town for the Burnham Town and Maldon District Councils were held on Thursday 5 May 2011. Parliamentary, District and Town/Parish Elections will be held on Thursday 7 May 2015.**

Details of all Town and District Councillors are given at 3 and 11 below.

#### **3 TOWN COUNCILLORS**

The ten Town Councillors are: -

**North Ward – Mrs Helen Elliott, Mrs Una Norman, Matthew Pudney, Neil Pudney and Mike Wood.**

**South Ward – Peter Elliott, Mrs Babs Owers, Ron Pratt, Mrs Louise Pudney and Jack Sheppard.**

(See Appendix 1 for contact details)

#### **4 TOWN MAYOR AND DEPUTY TOWN MAYOR**

At the Statutory Annual Meeting of the Town Council held on Wednesday 7 May 2014, **Councillor Ron Pratt was elected as Town Mayor and Councillor Peter Elliott was elected as Deputy Town Mayor.**

#### **5 TOWN CLERK, DEPUTY TOWN CLERK AND STAFF**

**The Town Clerk is David McNeill and the Deputy Town Clerk is Sarah Grimes**

The Town Council also employs a Maintenance Officer and an Office Cleaner.

A number of contractors are engaged by the Town Clerk to carry out specific items of maintenance and other works as approved by the Town Council and in accordance with its annual programme of works.

(See Appendix 1 for contact details)

## **6 COUNCIL OFFICES**

**The Council Offices in Chapel Road are open to the public between 9.30 am and 12 noon on Monday, Tuesday, Wednesday and Friday and 9.30 am until 1 pm on Thursday.**

## **7 MEETINGS OF THE TOWN COUNCIL**

**The Town Council has met FIFTEEN times in 2014/2015:** - the Statutory Annual Council Meeting in May to elect the Town Mayor and Deputy Town Mayor and to make appointments to internal committees and external organizations, eleven Ordinary Meetings of the Town Council, a Special Meeting of the Town Council on 6 January 2015, which Resolved that "The December 2014 Neighbourhood Plan as drafted by the NP Steering Group and prepared by the Town Council's Consultants, Allies and Morrison Urban Practitioners, be approved and adopted for the next crucial stage of the NP process – the review by Maldon District Council and subsequent Public Consultation.", a Budget Meeting to review levels of expenditure and income and to recommend the Annual Precept for the following year and this Statutory Annual Town Meeting to receive the Annual Report of the Town Council, Reports of Representatives on outside bodies and Reports of other service providers in the Town.

All Electors of the Parish (Town) are entitled to attend the Town Meeting at which they may ask questions of any of the Town Councillors or External Representatives. Electors are invited by public notice posted on the Town Council's notice boards and the burnham.org website.

**The Town Council acknowledges and appreciates the efforts of, and advice from, Jean and Robert Evans, voluntary tree wardens, Iain Corbett and Barry Davis, voluntary footpaths and rights of way representatives and Paul Haworth, voluntary passenger transport representative.**

## **8 FOUR YEAR PLAN**

The aim of the Town Council is to work in partnership with all sections of the local community and Public Authorities. The Town Council has resolved that the Plan be reviewed biannually. However, this has not taken place due to other priorities and in many respects, it has been superceded by the ongoing development of the Neighbourhood Plan. It is intended that the Plan be reviewed by the new Town Council, to be elected in May 2015.

## **9 PLANNING MEETINGS OF THE TOWN COUNCIL**

Maldon District Council is the Local Planning Authority and the Town Council is a consultee in the Development Control and Local Development Framework procedures. The Town Council operates a facility for public speaking in relation to the consideration and determination of planning applications.

**The Town Council has met TWENTY times, plus one meeting of the Town Mayor, Deputy Town Mayor and Town Clerk during recess and has considered one hundred and thirty-four Applications for Planning Permission, together with letters of support or objection received from applicants/agents or neighbours. Appeals, Consultations and Tree Preservation Orders were also considered and noted at the above Meetings.**

**9 PLANNING MEETINGS OF THE TOWN COUNCIL (continued)**

At the Meeting of the Town Council held on Wednesday 28 May 2014, the Town Mayor reported that in the interests of transparency and in order to avoid potential criticism of his roles as Town Mayor and Chairman of Maldon District Council's South Eastern Area Planning Committee, giving him 'two bites of the cherry', he did not intend to Chair Town Council Planning Meetings and it was "**RESOLVED: - that all future Meetings of the Town Council's Planning Committee, to include all Town Councillors, would be chaired by the Deputy Town Mayor.**"

**10 DISTRICT, COUNTY, UK PARLIAMENT AND EUROPEAN PARLIAMENT REPRESENTATIVES**

There are several tiers of Local Government/Government above the Town Council that are responsible for many services and regulations that have an effect on the lives of the residents of Burnham-on-Crouch and these are set out in 11 to 15 below. All the contact details, as for 3 and 5 above and 11, 12, 13, 14 and 15 below, have also been included in Appendix 1 to this Report.

**11 DISTRICT COUNCILLORS**

The four District Councillors are: -

**South Ward – Peter Elliott and Ron Pratt.**

**North Ward – Neil Pudney and Mike Wood.**

(See Appendix 1 for contact details)

**12 CHIEF EXECUTIVE OF MALDON DISTRICT COUNCIL**

**The Chief Executive of Maldon District Council is Ms Fiona Marshall.**

(See Appendix 1 for contact details)

**13 COUNTY COUNCILLOR**

**Councillor Bob Boyce, C.C. is the Town's representative on Essex County Council.**

(See Appendix 1 for contact details)

**14 MEMBERS OF THE EUROPEAN PARLIAMENT**

The United Kingdom's component of the 2014 European Parliament Election was held on Thursday 22 May 2014, coinciding with the 2014 local Elections in England and Northern Ireland. The contact details of the East of England Region Members of the European Parliament are given in Appendix 1 of this Report.

**15 MEMBER OF UK PARLIAMENT**

**John Whittingdale, OBE,** is the Town's sitting Member of Parliament for the Maldon Parliamentary Constituency. Changes to Constituency Boundaries by the Boundary Commission came into effect at the General Election in May 2010. The majority of the former Maldon and East Chelmsford constituency forms the basis of the new Maldon seat. Additionally, the areas around South Woodham Ferrers come in from the former Rayleigh constituency and Stock and Margaretting are added from the former West Chelmsford constituency. Other wards from the previous Maldon and East Chelmsford form parts of the new Witham and Chelmsford constituencies.

(See Appendix 1 for contact details)

## **16 TOWN COUNCIL SURGERIES**

Town Council Surgeries take place on the second Saturday morning of each month (excluding August during the Town Council's Summer Recess). At each Surgery, the Town Mayor, together with one of the Town Councillors is available in order to answer residents' questions and, if necessary, refer any issues raised to the appropriate person or organization.

## **17 DISTRICT COUNCIL SURGERIES**

A District Council Surgery at "One Place" is held on the last Saturday of each month.

## **18 ANNUAL PRECEPT**

The Town Council's principal source of income is from its Annual Precept. The Precept is set once a year at the December Meeting following the Town Council's Budget Meeting in November and is collected by Maldon District Council as an integral part of the District's Council Tax.

**At the Budget Meeting, held on Monday 4 November 2013 and subsequently at the Meeting of the Town Council held on Tuesday 10 December 2013, it was Resolved that the Precept for 2014/2015 be retained at £128,250 and that Maldon District Council be notified accordingly.**

The Precept includes specific major items and a contribution to the Town Council's financial reserves to enable it to respond to non budgeted items, should they occur during the financial year.

## **19 AUDIT ARRANGEMENTS**

The Town Council's appointed independent Internal Auditor is Harvey Smith & Co. of Burnham on Crouch. The Audit Commission appoints an "External Auditor". The Accounts for 2013/14 have been audited by both Auditors and published in accordance with the appropriate Accounts and Audit Regulations for Local Councils. The External Auditor's Report included two qualifications relating to a) the Town Council's revaluation of Assets and b) the completion of Boxes 2 and 3 on the Annual Return in respect of the Precept/Council Tax Support Grant 'split'. At the Statutory Meeting of the Town Council held on Wednesday 15 October 2014, it was **"RESOLVED: - that the Auditor's comments be noted and the suggestions contained therein be implemented for the 2014/2015 Audit."**

The annual letter of instruction and documentation for 2014/2015 has been received and the prescribed date for submission to the Audit Commission has been set as 8 June 2015.

## **20 POLICE AND CRIME COMMISSIONER**

**The Police and Crime Commissioner for Essex is Nicholas Alston, CBE. The Deputy Police and Crime Commissioner is Lindsay Whitehouse.**

Since he was elected to office in 2012, the Police and Crime Commissioner (PCC) for Essex has allocated over £650,000 to more than sixty local voluntary, community and statutory sector partners via the New Initiatives Fund (NIF). The NIF was money made available by the PCC to help community safety partners, including community and voluntary groups, to develop new ways to prevent and tackle crime and anti-social behaviour. In response to feedback from applicants to the fund, and consultation with wider partners, the PCC has decided to rename the NIF to the Essex Community Safety Development Fund (CSDF) and to broaden the scope of this fund by removing the necessity for projects and interventions to be new.

## **20 POLICE AND CRIME COMMISSIONER (continued)**

The purpose of the Community Safety Development Fund is to encourage local community safety partners, to support and encourage them to develop and deliver effective and/or innovative approaches to continue to prevent and tackle crime and anti-social behaviour. These approaches must deliver against the priority areas set out in the Police and Crime Plan. The 2015/16 CSDF commenced on 1 April 2015 and applications are invited at any time.

The updated Police and Crime Plan for Essex has been published. It builds on the original Plan published in the spring of 2013, providing a report on the progress made around the county and identifying key areas of work for the coming months and years. The Police and Crime Commissioner's approach has been to preserve and develop all the strengths of Essex Police and to seek change where it is needed in a measured but determined way. The key themes remain local delivery, building the professionalism and effectiveness of Essex Police and developing the quality and effectiveness of the partnerships that are essential to reduce crime and build a safer Essex.

The same eight areas of focus have been retained, with domestic abuse remaining the only crime type to feature as a specific area of focus. In the past year, much good work has been undertaken by Essex Police and partnership working is continuing to improve. Reliable crime data remains essential to any judgments about police effectiveness and public safety and the PCC will continue to assure the quality of Essex crime data. Once again however the PCC will not be imposing any 'targets' for crime reduction; to do so risks distorting policing that must focus on ever changing threats, risks and harm. Operational policing remains firmly in the hands of the Chief Constable, his officers, PCSOs and police staff. Thanks to the hard work of everyone in the Force, Essex Police has delivered a reduction in all crime of 0.8% in the County, and a reduction in house burglary of 5%.

Supporting victims of crime is one of the key areas of focus in the Police and Crime Plan for Essex. The way that funding for victims' services flows from Central Government to groups and organizations in Essex is fundamentally changing. From October 2014 to March 2015, £600,000 has come to the Office of the Police and Crime Commissioner to support victims and restorative justice. In 2015/16, £1.8 million will flow through the PCC's office, which includes additional money for victims' referral and assessment. Some of this is new funding to support victims. In preparation for these changes, a detailed analysis of victims' needs across Essex has been produced, as well as a review of local crime data and of good practice from across the country. The needs analysis has been undertaken in consultation with key stakeholders including victims themselves and agencies working with victims.

Restorative justice is used for less serious offences or conflicts, such as graffiti or anti-social behaviour. To enable these interactions to take place the PCC has created a Restorative Justice hub, which is made up of agencies across Essex who work to support victims of crime, reduce offending and support communities. As part of the project, a full-time Restorative Justice Hub Development Manager has been recruited by the Office of the Police & Crime Commissioner to oversee the project. Volunteers have also been recruited to facilitate interactions between victims and offenders. The project started on 1 April and will be trialed for six months in West Essex, which includes the districts of Epping, Brentwood, Harlow and Thurrock. If successful, it will then be rolled out to the rest of Essex from October.

**20 POLICE AND CRIME COMMISSIONER (continued)**

The Police and Crime Commissioner is seeking an increase in the portion of Council Tax used to fund policing. The Essex Police budget has reduced by £20m over the past five years and absorbed additional cost pressure of £30m. In Essex, the cost of policing per head of the population is just £158.84, the third lowest figure in the country. So at a time when all police forces are struggling with finance, Essex Police is less well funded than almost all. The amount Essex residents pay for policing through council tax is the second lowest of any English shire county at £144.27 per annum (Band D). If this contribution rose to the average paid through council tax for English shire forces, this would fund an additional 300 officers in Essex. For 2015/16, there will be an £8.5m (4.7%) reduction in central government funding for Essex Police. With around 84% of the policing budget spent on staff, this means fewer people will work for Essex Police. The PCC is seeking to increase the policing precept for Essex for 2015/16 of just under 2%. This would raise about £1.7 million and cost an average council tax payer less than six pence per week.

## **B EVENTS AND ACTIVITIES**

### **INTRODUCTION**

The Town Council makes provision, within its Annual Budget, for financial support to local organizations and charities. Groups that received support in 2014/2015 were the Railway Bridge Taskforce, Burnham Music Group, Action for Family Carers, Essex Air Ambulance, Dengie Project Trust and the Rainbow - 1st Burnham on Crouch Pack. Two major events in the Town, Burnham Week and Carnival were also supported. The Town Council assesses all applications very carefully and considers the merits of each one.

### **1 CIVIC SERVICE**

**The Annual Civic Service was held at St Cuthbert's Roman Catholic Church on Sunday 8 June 2014, followed by a Reception at the Royal Corinthian Yacht Club, amidst glorious sunshine.** Civic guests included Mr John

Whittingdale, OBE, MP, Councillor Frank Delderfield, Chairman of Maldon District Council, Councillor John Aldridge CC, Vice-Chairman of Essex County Council, County Councillor Bob Boyce, Councillor Rodney Bass CC, Cabinet Member of Essex County Council, Councillor Mark Heard, Deputy Town Mayor of Maldon Town Council, Councillor Mrs Penny Channer CC, Councillor Brian Beale, MBE, Chairman of Southminster Parish Council, Councillor Paul Burgess, Chairman of Althorne Parish Council and Chief Inspector Alan Cook, District Commander for Chelmsford and Maldon. The Town Council was also delighted to have seven past Town Mayors present.

### **2 BURNHAM ART TRAIL**

Tracy Saunders, Burnham Art Trail Co-ordinator:

"The Art Trail had another good year judging by the positive response we received from the general public and participating artists. Forty seven artists from the local area displayed their work in many of the towns' shops, the library and the museum.

Based on the tallies kept at some of the venues, the visitors' book and evaluation/feedback forms, more than 1,300 people participated and many of the shops and businesses noticed an increase in visitors to the town. We are delighted that this figure is an increase on last year.

2014 was our 10th Anniversary and to celebrate this milestone we organized some special features alongside the normal display of creative work in the shops and studios throughout the town. Participating artists picked-up their paints and work outside, 'en plein air' during the Art Trail week so that the public could engage with the artists. Sue Spiers produced eighty 'Lightening Portraits' and in café 41 visitors used the "post-it" notes and pens supplied to create their own portraits, doodle or sketch while they had a coffee break. By the end of the Art Trail week we had a wall of mini artworks on display.

Not only but also... Burnham Art Trail endeavours to support other local groups, especially those who have events during the same eight days as our annual trail. Last year's community project in conjunction with local schools and Abellio Greater Anglia, Essex and South Suffolk Community Rail Partnership was to brighten up the mostly disused Burnham on Crouch railway station building and celebrate the branch line's 125th anniversary.

## 2 **BURNHAM ART TRAIL (continued)**

Young people aged between 5 and 18 were asked to design individual scenes on the themes of Travelling – Past, Present and Future. These boards were painted mainly by adult artists who took part in the Art Trail or who are members of Burnham Art Club.

The winning designers were:- Bethany Baker, Hannah Bailey, Charlotte Burkin, Flora Button, Nathan Flynn, Tilly-Rae Grindley-Milner, Megan Malcolm, Raya Mannering, Louis McNally, Finisterre McSean, Ellie Ram, Katie Scroggs, Adam Sinclair, Annabelle Smith and Laura Spackman.

The artists were: Christine Chesher, Natalie Crosland, Robert Dork, Jenny Hill, Jeremy Hogben, Tim Lole, Sue Longson, Una Longson, Yvonne McDermott, Elizabeth Potter, Diane Roberts, Tracy Saunders and Jean Webber. With help from Travis Perkins and Burnham Art Club."

## 3 **BURNHAM IN BLOOM**

Pride in the community is the driving force behind Burnham in Bloom.

As usual, the Town's hanging baskets were the work of students at Ormiston Rivers Academy under the guidance of Mrs Carol Milton, Volunteer Garden Project Co-ordinator. The students make up and plant all the baskets then Maldon District Council Parks Department look after them in their glasshouses until they are ready to be hung in Station Road and the High Street. The Town's Primary Schools also make a valuable contribution each year.

The Burnham in Bloom Competition goes from strength to strength.

**The Town Council is grateful to Mr Keith Williams, who designs and distributes entry forms and arranges prizes for the various categories, which are generously donated by members of the Chamber of Commerce. The Town Council's gratitude is also extended to Mr Andy Sadler of the Limes Farm Shop for all his help and donation of plants and to the many shops and businesses that took part in the Competition.**

Judging of the Competition took place on 24 and 25 June 2014 and an evening Reception was held in the Town Council Chamber on Friday 25 July, at which Trophies and Certificates were presented by the Deputy Town Mayor to the winners: -

Commercial Premises – Parlour Cafe  
Public House – The Ship Inn  
Hanging Basket – Sarah Downing  
Front Garden – Daren Johnson  
Back Garden – Zoe Bridges  
School Garden – Treetops  
Container – Michael Head  
Residential Street – Cedar Grove  
Industrial – TFM  
Community Garden – Burnham Museum  
Allotment – Jim Morton  
Tallest Sunflower – Ripley Williams  
Club - Burnham Hillside Bowls Club  
Station Planters - Burnham Pre-School

### **3 BURNHAM IN BLOOM (continued)**

Judges Special award – Alan Dorrill and Rosemary Cowland  
Community Pride Volunteer – Ken Harris  
Overall Winner – Daren Johnson

**Entries for the 2015 Competition close on 17 June 2015. Judging will take place on 22/23 June and the Awards Evening will be held on Friday 17 July 2015, in the Town Council Chamber. All entrants and sponsors will be invited to attend.**

### **4 COMMEMORATION OF THE 100<sup>TH</sup> ANNIVERSARY OF WWI**

#### **'LIGHTS OUT' One Million Candles to Remember**

4 August 2014 marked the 100<sup>th</sup> Anniversary of the day Britain entered the First World War, one of the costliest conflicts in its history.

As the United Kingdom's custodian of Remembrance, the Royal British Legion joined the nation in respecting the sacrifices of the War.

'Lights Out' was an opportunity to take part in a national moment of reflection. Everyone in the United Kingdom was invited to turn off their lights from 10 pm until 11 pm, leaving on a single light or candle.

The Town Council, in conjunction with members of the Burnham Branch of the Royal British Legion, held a candle-lit vigil at the Town's War Memorial on the evening of Monday 4 August 2014. With a road closure in force, hundreds of people gathered around the War Memorial and in the High Street. A programme for the proceedings and a tea light was given to everyone present.

The first reading, by the Town Mayor, told the story of The Unknown Warrior, an unknown British serviceman killed in the First World War, whose funeral and burial in London gave rise to the biggest outpouring of grief this country has ever seen.

On November 11th, 1920, exactly two years after the end of the War, hundreds of thousands of mourners lined the streets of London to pay their respects. More than ten thousand people applied for a seat inside the Abbey for the burial and places were allocated by ballot, either to mothers who had lost both husbands and sons, or an only son. During the following week, one and a half million people filed past the Tomb of the Unknown Warrior and half a million left floral tributes. Very few families remained untouched by the Great War and to many of those who made the pilgrimage to Westminster; The Unknown Warrior was every husband, son and father who never returned home.

Councillor Frank Delderfield, Chairman of Maldon District Council, then read the words from the tomb in Westminster Abbey, dedicated to The Unknown Warrior.

At 10 pm, as Rayleigh Brass played the hymn 'The Day Thou Gavest, Lord, is Ended', candles were lit in an act of Remembrance. Essex County Council had granted permission for the street lights in the High Street and on the Quay, in the vicinity of the War Memorial, to be turned off for the duration of the ceremony, so the hundreds of candle flames were the only lights visible in the darkness. It was an incredibly moving moment.

#### **4 COMMEMORATION OF THE 100<sup>TH</sup> ANNIVERSARY OF WWI**

##### **'LIGHTS OUT' One Million Candles to Remember (continued)**

The third reading by County Councillor Bob Boyce told of the 'Lost Generation'.

For over four years from the autumn of 1914, millions of men fought and died along a front, hundreds of miles long, which rarely moved backwards or forwards by more than a few hundred yards at a time. The arrival of war in August 1914 brought an unforgettable sense of community to people. When war broke out, the Government asked for 100,000 volunteers to join the Army. They got 750,000 in the very first month. Men, particularly young men, looked forward to some excitement and relief from the boredom and restrictions of day to day life. Apart from the first weeks of the war, the reality of the Western Front proved to be very different from what most men had expected. The trauma of war did not end when the guns stopped firing.

Thousands of soldiers returned from the battlefields and trenches of the First World War, reeling from the sheer horror of the conflict. More than sixty-five million men from thirty countries fought in The Great War. Nearly ten million died. They have become known as 'The Lost Generation'.

Many in the crowd were in tears as Terry Saunders, Director of St Mary's Church and Burnham Music Group, gave a haunting performance of the song 'Lay Me Low', the story of a lonely, frightened soldier. The words are incredibly poignant, none more so than the final verse...

"Throw me a line, help me to find  
Something to cling to  
When the loneliness haunts me  
When the bitterness taunts me  
When the emptiness eats me"

Sarah Grimes, the Deputy Town Clerk then told the story of Rifleman Gordon Alfred Hawkes, the first man from Burnham-on-Crouch to have been killed in action during the First World War. He died on 14 September 1914, four days after his twenty-fourth birthday and little more than a month after landing in France. He is the only soldier from Burnham to have been killed in 1914.

The hymn 'Dear Lord and Father of Mankind' was sung to the accompaniment of Rayleigh Brass, after which came a prayer, read by Rev. Vera Wadman.

As the Town Council's part of the ceremony came to an end at 10.45 pm, Walter Jenkins clear and commanding voice resonated in the silent, candle-lit darkness as he read out the names of all 98 men killed during WWI and commemorated on the Town's War Memorial.

The Royal British Legion, Burnham Branch, assembled at 10.45 pm.

After the hymn 'The King of Love My Shepherd Is', Father Lionel Webber lead the crowd in the Lord's Prayer. Jim Cousins, Secretary of the RBL, gave a bible reading from the Gospel of St Matthew and David Price, Chairman, read the poem 'Anthem for Doomed Youth' by Wilfred Owen.

#### **4 COMMEMORATION OF THE 100<sup>TH</sup> ANNIVERSARY OF WWI**

##### **'LIGHTS OUT' One Million Candles to Remember (continued)**

The Last Post was played by Peter Bearman of Rayleigh Brass and this was followed by the Commendation, Silence and Kohima Epitaph. Father Lionel Webber ended this part of the ceremony with a Blessing.

At 11 pm, the crowd blew out the hundreds of candles that had flickered in the darkness for the past hour, as the Town Mayor quoted from the speech made in the House of Commons by Foreign Secretary Sir Edward Grey on the eve of War on 3 August 1914... "The lamps are going out all over Europe; we shall not see them lit again in our lifetime."

**The Town Council would like to thank everyone who took part in this very special event. Particular thanks are extended to Terry Saunders, Walter Jenkins and Rayleigh Brass. Also thanks go to John Grimes and Matthew Swann for distributing programmes and lighting candles and to members of the Burnham Ranger Team for marshalling the road closure.**

##### **CEREMONY OF REMEMBRANCE FOR THE 100<sup>TH</sup> ANNIVERSARY OF THE DEATH OF RIFLEMAN PRIVATE GORDON ALFRED HAWKES**

At 5 pm on Sunday 14 September 2014, a small crowd, including Members of the Town Council and Royal British Legion, Burnham Branch, gathered at the Town's War Memorial to commemorate the 100<sup>th</sup> Anniversary of the death of Rifleman Gordon Alfred Hawkes, the first man from our Town to be killed in action during the Great War.

Gordon Alfred Hawkes was born in Burnham-on-Crouch on 10 September 1890, one of sixteen children born to John Joseph and Elizabeth Hawkes. John owned a successful shop in the High Street, advertising in Kelly's Directories as a leather seller and outfitter. He also served on the Burnham-on-Crouch Urban District Council, becoming its Chairman in 1911. Gordon's Grandfather, Joseph (Laddy) Hawkes had been the Town Crier.

In 1911, Gordon was serving in the 2<sup>nd</sup> Battalion of the Kings Royal Rifle Corps stationed in Shorncliffe Camp at Elham near Folkestone. He was discharged to the Army Reserve as a fit man in May 1912 and returned to Burnham to work for his Father.

At the outbreak of war in August 1914, Gordon was mobilised as a reservist and went to France with the 1<sup>st</sup> Battalion, the Kings Royal Rifle Corps. His Division was one of the first to be sent to France, landing at Rouen on 13 August 1914. The Division took part in the early battles of the war. Both units suffered casualties and on 14 September 1914, Private Gordon Alfred Hawkes was killed in action.

Following an introduction by the Town Mayor, the Deputy Town Clerk read the poem, 'Remember Me' by Harry Riley. Walter Jenkins gave a brief history of the Town's War Memorial and the Memorial at La Ferte-sous-Jouarre, where Pte. Hawkes is commemorated. Jim Cousins, representing the Burnham Branch of the Royal British Legion read a poem called 'The Crosses'.

**4      **COMMEMORATION OF THE 100<sup>TH</sup> ANNIVERSARY OF WWI**  
**'LIGHTS OUT' One Million Candles to Remember****

**CEREMONY OF REMEMBRANCE FOR THE 100<sup>TH</sup> ANNIVERSARY OF THE  
DEATH OF RIFLEMAN PRIVATE GORDON ALFRED HAWKES (continued)**

As part of this commemoration, two wreaths were laid in an act of Remembrance, the first by the Town Mayor, on behalf of the people of the Town and the second by the Deputy Town Clerk, who had traced Pte. Hawkes' Great Nephew, Tony Rogers and Great Niece, Anne Leguen De Lacroix and laid the wreath on their behalf.

The first of 98 crosses was laid by David Price; Chairman of the Burnham Branch of the Royal British Legion, in remembrance of the Town's fallen.

David Price, Chairman of the Royal British Legion, Burnham, gave the Exhortation and the Last Post was played by Peter Bearman of Rayleigh Brass. Following the Silence, Reveille was played and the Kohima Epitaph was given by David Price. The commemoration finished with a prayer and blessing by Father Mark North.

**In late 2014, during a local house clearance, a number of items came to light relating to the Hawkes' family, one of which is a photo of Gordon Hawkes in uniform. No photographs of him as an adult were previously in the possession of his family. This photograph has been reproduced on the back cover of this Report.**

**5      **BURNHAM WEEK****

Burnham Week is arguably the longest running annual yacht regatta on the mainland of the United Kingdom. It is organized by the Joint Clubs' Committee, comprising of representatives from the four sailing clubs in Burnham, together with other members who have a specific responsibility during the week.

**The Town Cup** - By 1926, the Burnham Week Regatta was held in such regard by the Town Council, the then Chairman suggested that the Council raise funds for the purchase of a challenge cup to be competed for in Burnham Week. A committee consisting of CC Booth, JA Cole, GJ Cranfield, EW Sadler and E Dilliway, all of whose names are still well known in the Town today, was appointed to oversee the project. The Committee was authorized to select a suitable design. Mr NS Gilbert, a local jeweller, designed the solid silver rose bowl weighing ninety-one ounces, with a plinth containing twenty-four silver plaques. As it was to be a perpetual trophy, it was decided that a miniature of the cup, cost not to exceed £5, would be presented to the owner of the winning yacht as well as a prize of 3 Guineas to be shared between the crew. It was agreed that the trophy competition would be limited to vessels over 15 tons, Class 'A', and the first race would take place on Tuesday 6th September 1927. When the Chairman of the Council presented the trophy to the first winner, a tradition was born.

The Cup was filled with champagne and taken to each club along the waterfront in celebration. The tradition is maintained to this day.

**The 2014 winners of the Town Cup were Tony and Chuffy Merewether.**

**5 BURNHAM WEEK (continued)**

**At the start of the week's activities, the Town Council joined the Joint Club's Committee in hosting a Reception at the Burnham Sailing Club for the Commodores, Harbour Master, RNLI, Essex Air Ambulance, Coastguard, Marine Police, associated nautical/marine organizations and all the volunteers from the sailing clubs to acknowledge and express the Town's and the Committee's appreciation for their efforts in organizing such a prestigious event on the national sailing calendar. Past Town Cup winners since 2000 were presented with burgees as a memento of their successes.**

**6 QUAY DAY**

Unfortunately, due to torrential rain on August Bank Holiday Monday, Quay Day had to be abandoned. As well as being very disappointing to the many stallholders who were participating and the many hundreds of visitors expected at the event, it was particularly crushing for Fiona Clegg and all those involved in its organization, all of whom had each given up so much of their free time to organize this fun day for the benefit of the community. Stallholders were invited to return the following weekend. **The Town Council offers its sincere thanks to Mrs Fiona Clegg and the Burnham Events Committee.**

**7 'COME FOR COFFEE AND CAKE' – MACMILLAN FUNDRAISING EVENT**

Every day in our area, twenty-three people find out the devastating news they have cancer. By 2030, there will be an estimated 123,600 people living with, or beyond cancer, in Essex – that's enough to fill Southend United's Stadium ten times over.

So far, we have one hundred and twenty-nine Macmillan nurses and professionals working in our area. Last year, the Macmillan support line helped with the questions and worries of 2,333 people from our region, but Macmillan still want to do more and that's where the World's Biggest Coffee Morning project comes in.

On Friday 19 September 2014, the Town Council held a Coffee Morning in aid of Macmillan Cancer Support, in the Council Chamber. The event was very well supported by residents and representatives of the Town's voluntary groups. Much tea and cake was consumed! Local artist Jeremy Hogben made a very generous gesture by donating one of his panoramic paintings of the Town which was raffled by the Town Mayor. A general raffle was also held and the money from both raffles, together with what was raised from refreshment sales and the many kind donations left in the collecting tin, made a grand total of £533:50. At the Statutory Meeting of the Town Council held on Wednesday 15 October 2014 it was **RESOLVED: - that a donation be approved to increase the sum raised to £600:00.**

**Macmillan Cancer Support have reported that they raised a total of £25,102,796 from their 2014 coffee morning campaign.**

**The Town Council will be holding another Coffee Morning in aid of Macmillan on Friday 18 September 2015.**

## 8 CARNIVAL

David Fagg, Chairman:

"Long serving Chairman Robin 'Harry' Harrington stepped down and is succeeded by David Fagg. Robin remains on the committee as vice chairman. Numbers on the Committee remained steady, with four new members joining at this years Annual General Meeting.

The Committee were grateful for the donations from The Town Council and the Burnham Review. These were the only donations received, well down on past years. Thanks go to The R.C.Y.C. (Visiting Queens Teas) New Welcome Sailor (Darts, Dominoes, Talent Comp.) Queens Head (judges' teas) Moriarty's Fish Bar and Sergeant Peppers (feeding the A.T.C. and Queens Court). The U.R.C. (Looking after the Police) The Baptist Church, The Ormiston Rivers Academy and of course the A.T.C. for all the hard work they put in during the day.

There were a total of fourteen shops entered the Shop Window Comp., a disappointingly low number. The Evening procession had a total of twenty-three Tableaux, of which twelve were visiting Courts. Very disappointing, and poorly supported by the local Community.

The street collection raised a total of £4,361, slightly down on last year. After adding donations and various other fund raising activities, such as the monthly Bingo sessions, and subtracting expenses the Committee were able to donate £4,600 to local good causes, these being:

The Elderly persons fund	Dengie Project Trust
The A.T.C.	Rainbow Pack
Burnham Day Centre	Burnham History Society
Welcome Club	A.A. Dog Rescue
2nd Burnham Brownies	St. Marys Paddlers
1st Southminster Brownies	The Santa Club

The Committee are a dedicated group and are already pushing ahead with this years Carnival, but we do need the support of the Community to keep it up there where it belongs. Unfortunately the Business Community, apart from those mentioned, particularly those from the Business Parks, seem to have no interest in participating in the Carnival, although this could be of benefit to them. We also need more commitment from the residential Community, more Tableaux and Fancy Dress. The Committee's thanks go out to all those who participated and helped in last year's Carnival, and hope you will continue to support us."

## 9 REMEMBRANCE SUNDAY

The Annual Remembrance Day Service, held in the Baptist Church on Sunday 9 November 2014, was attended by The Town Mayor, Town Councillors, Vice Chairman of Maldon District Council and Deputy Town Mayor, members of the Royal British Legion, Burnham clergy, RNLI, Emergency Services and the 2531 Detached Flight of the Air Training Corps, Scouts, Guides and Brownies. Record numbers of residents attended the Act of Remembrance and Laying of Wreaths at the Town's War Memorial, following the Service.

## 9 REMEMBRANCE SUNDAY (continued)

The Service and Dedication were very much appreciated by all concerned, especially the musical accompaniment by Rayleigh Brass, whose performance added to what is always an incredibly moving occasion. The Last Post and Reveille were played by Mr Peter Bearman.

The Town Council provided refreshments after the Service for all those who attended. **Staged in the Town Council Chamber and dedicated to all those who died in conflict during the Great War, was a poignant recreation of 'Flanders Fields' with white crosses and the wording 'Lest We Forget' handmade from individual Royal British Legion paper poppy heads, positioned at the front of the display. The Town Council is grateful to the Deputy Town Clerk, Sarah Grimes and her brother, John Grimes, for their efforts in staging this tribute.**

## 10 CHRISTMAS AND NEW YEAR

### Christmas Lights

This was the eighth year that 'Festive Impact Lighting' had provided the wrap-around rope lighting for the lamp posts along Station Road and the High Street and to illuminate the Clock Tower. The contract includes maintenance, replacements and the switching on and off of the lighting in Station Road and High Street for Burnham Week to the Carnival and for Christmas and New Year.

Two Christmas trees were erected in the Town and adorned with lights. A further two trees in the Town were also decorated with lights. The grand 'switching on' Ceremony and Carol Service around the Christmas tree in the High Street, was held on the first Friday in December. The lights were switched on by the Town Mayor. Children from the local Primary Schools gave a beautiful performance and the Carols, which included God Rest Ye Merry Gentleman, Silent Night, Away in a Manger and O Little Town of Bethlehem, were sung to the accompaniment of Rayleigh Brass, whose rousing performance brought the Christmas atmosphere to life.

**The Town Council extends its sincere gratitude to the Members of Rayleigh Brass for their continued participation in the Town's events.**

**The Town Council is also grateful to Andy Sadler of The Limes for supplying the trees at a discounted price and his assistance in organizing the erection and decoration of the Town's trees.**

### Festive Fayre

On Saturday 6 December 2014, the High Street was packed with people enjoying the Festive Fayre, organized by the Burnham Events Committee. Santa even took time out of his busy diary to give out presents to children at the Clock Tower!

**The Town Council extends its sincere thanks to Fiona Clegg and her colleagues – Tracy Saunders, Sam Adams, Sarah Warner and Victoria Griffiths, for their hard work in organizing the Christmas Fayre.**

### Light Up A Life

Farleigh Hospice is a registered charity which provides hospice care to people affected by life limiting illnesses across mid Essex. Since being established in 1982, the Hospice and its team of healthcare professionals, has grown and evolved to meet the changing needs of the community it serves.

## 10 CHRISTMAS AND NEW YEAR

### **Light Up A Life (continued)**

All of Farleigh Hospice's services are given completely free of charge. With only approx. 40% of their funding coming from the local NHS, it means that they need to raise £8,376 through voluntary funding each and every day to carry on caring.

This money is raised through the support and goodwill of local people who fundraise, make donations, leave gifts in their Wills, play the Hospice lottery and support their charity shops. Running costs grow as Farleigh continues to care for an increasing number of people and they rely on this support and generosity now more than ever.

The Farleigh Hospice 'Light up a Life' Appeal gives everyone, regardless of whether or not they have a link to the Hospice, a very personal way to remember lost loved ones and honour their memory at Christmas time. **The Farleigh at St. Clare's "Light up a Life Appeal" was held on Thursday 4 December 2014, at the Fiveways Store in Foundry Lane and the event was well attended and very successful.**

### **Annual Civic Carol Service**

**The Annual Civic Service of Nine Lessons and Carols, organized for the Town Council by Churches Together in Burnham, was held on Sunday 21 December 2014, in the Parish Church of St Mary the Virgin.**

Carols included Once in Royal David's City and O Come, All Ye Faithful and Burnham Music Group performed 'Sir Christemas' and 'Sans Day Carol'. Lessons were read by representatives from local organizations marking significant events and projects in 2014, as follows: a member of the Station Taskforce, celebrating the 125<sup>th</sup> Anniversary of the opening of Burnham Station and the Southminster Branch Line, a Scout Leader, marking the completion of the Scout Hut refurbishment, a Brownie Leader, celebrating the 100<sup>th</sup> anniversary of the foundation of the Brownies, the President of the Royal British Legion (Burnham Branch), to commemorate the 100<sup>th</sup> Anniversary of the beginning of the Great War, a Member of the Dengie Hundred Bus Users Group, marking the significant improvements made in 2014 to the bus service in the Town. Lessons were also read by the Maldon Parliamentary Constituency MP, Father Mark North, the Town Mayor and the Vice Chairman of Maldon District Council. Following the Service the Town Council provided seasonal refreshments in the Church.

## 11 CIVIC RECEPTION

The Annual Civic Reception was held at the Royal Burnham Yacht Club on Friday 6 March 2015. The purpose of the evening is for the Town Council to show its appreciation to all the hardworking and dedicated volunteers that keep many of Burnham's facilities in excellent condition and organize and run a wide variety of activities in and around the Town for the benefit of the community. The event was also attended by Councillor Frank Delderfield, Chairman of Maldon District Council, Councillor Brian Beale, MBE, Chairman of Southminster Parish Council, Councillor Paul Burgess, Chairman of Althorne Parish Council and Chief Inspector Alan Cook, District Commander for Chelmsford and Maldon.

During the evening the Town Mayor presented the Citizen of the Year Award and the Town Mayor's Annual Award.

## **11 CIVIC RECEPTION (continued)**

### **CITIZEN OF THE YEAR AWARD 2014**

This Award is presented annually to the person who has made an outstanding and lasting contribution to the Town and its residents over many years – The Lifetime Achievement Award.

**This year the Town Mayor was delighted to present the Award to Mr Brian Whitehead for his achievements with, and many years service to, 2531 (Burnham-on-Crouch) Detached Flight Air Training Corps.**

### **TOWN MAYOR'S ANNUAL AWARD 2014**

This Award is presented annually for outstanding contribution to the community.

**This year the Town Mayor was delighted to present the Award to Mo-Jay Ryan and Nik Ryan for their dedication and hard work in fundraising to refurbish the Scout Hut.**

**Special Awards were also presented to Rayleigh Brass for their continued support of the Town and its events and to the volunteers of D-Caf': Sharon Markham, Alzheimer's Society Project Worker, Kirsty Finch and Yvonne McDermott, founders, and Jan Pugh, Alex Greybow, Cristina Franchi, Jenny Newman and Mary Pinch.**

## **C COMMUNITY, PARTNERSHIP WORKING & EXTERNAL CONSULTATIONS**

### **PRIDE IN THE COMMUNITY**

As is highlighted in many of the Items in this Report, there is and has always been, an enormous contribution made by local volunteers, to enhance the Town's services and environment.

**The Town Council takes this opportunity to record its sincere gratitude to all those Volunteers and the Community Pride Volunteers, for their tireless efforts to maintain and improve the Town and for their contributions to this Annual Report (reports that have been submitted are credited to their authors and wherever possible, published as submitted).**

### **1 ALLOTMENTS AND ALLOTMENT & GARDEN HOLDERS' ASSOCIATION**

The President of the Allotment Association is former Town Councillor and Mayor, Rosie Buck. Mick Hazell has been the Chairman since 2011 and represents the Association whenever required.

The Honorary Secretary is Jane Nicholls, who has been in this position since 2001. Her duties include taking Minutes at the monthly meetings as well as dealing with general correspondence.

Den Lystor has been Plot Secretary since June 2012.

**The Town Council would like to take this opportunity to pay tribute to Mrs Valerie Law who died on 4 January 2015. Many people will remember Val with fondness in her role as Plot Secretary to the Allotment Association. Both she and her husband Ron were stalwarts of the Association for some thirty years. Val was a familiar face in the trading hut and she always said that it was a lovely way to meet people. The Town Council was delighted to present The Mayor's Lifetime Achievement Award to Ron and Val in 2010, in appreciation of their many years of dedicated service.**

The Town Mayor attended Mrs Law's funeral on behalf of the Town Council.

The past twelve months have been busy for the Association.

The Association Newsletter, which is produced quarterly in full colour, is a great success, not to mention a very interesting read, with articles on growing and showing and even recipes showing what can be done with produce once it has been harvested! At the Annual General Meeting held on 27 October 2014, it was agreed that the newsletter continue for another year.

Jane Nicholls was awarded the Cup for the Best Kept Plot at the Annual General Meeting. The committee were all re-elected and Trish Norman was welcomed as a new member. The proposal to amend the conditions of tenancy put forward was carried unanimously. All members will be given a copy as they renew their memberships. *Condition 9 has now been replaced by 'No bonfires on Sundays. Bonfires may only be lit when the wind is blowing away from the surrounding houses. No bonfire to be left unattended.'* *Condition 10: 'All combustible rubbish shall be removed to the Civic Amenity Site. No dumping of rubbish on site is permitted and no rubbish shall be brought onto the site.'*

## **1 ALLOTMENTS AND ALLOTMENT & GARDEN HOLDERS' ASSOCIATION (continued)**

It was agreed that the Trading Shed will be closed on Wednesday afternoons during December and January.

The Plot Secretary reported that there were 257 plots altogether and there were 125 trading members. Rents for 2015 were due on 1 November 2014. Rents are as follows: a 10 rod plot £22 (concession £16), 5 rod plot £11.75 (concession £8.75).

The date of the next Annual General Meeting is Monday 26 October 2015.

In 2014, the Association managed to build on past successes to stage its best Show for over four years, with 366 entries. The Judges commented on the very high standards achieved by the exhibitors, especially those exhibiting for the first time. The Town Mayor presented the Special Awards.

The 2015 Show will be held on Saturday 8 August 2015.

At the Meeting of the Town Council held on Monday 28 July 2014, the Town Council's Representative on the Allotment Association Committee reported that the main concerns were the road surface and hedge growth around the site. A quotation was accepted in the amount of £275 to maintain the hedges at the Allotments twice yearly.

At the Meeting of the Town Council held on Wednesday 19 November 2014, the Town Clerk reported that a very good meeting had been held with the Allotment Association and agreement had been reached on a way forward for the repair of the road and it was **RESOLVED: - that a) the works be programmed for March/April 2015 when it would be possible to combine the budgets for 2014/15 and 2015/16, making £7,000 available to carry out the repairs, and b) quotations be sought for the whole length of the road – 257 metres plus the turning head at the eastern end – at a minimum of 6 inches/15 centimetres deep.**

At the Statutory Meeting of the Town Council held on Tuesday 13 January 2015, it was reported that a request had been received from the Dengie and Maldon Beekeepers' Association for the renewal of the annual licence to allow bee hives on the Town Council's land and it was **RESOLVED: - that the annual licence be renewed with effect from Tuesday 13 January 2015.**

Invitations to provide quotations for the works to the roadway were sent out on 28 January 2015 to various contractors, including a number of Essex County Council Highways approved contractors. At the Meeting of the Town Council held on Tuesday 10 February 2015, the Town Mayor reported that four quotations had been received that varied considerably in cost and materials. It was not possible to recommend a contractor without further information and it was **RESOLVED: - that further details and quotations be sought and reported to the March Meeting of the Town Council.**

The process of obtaining further quotations and appointing a contractor is progressing and the Town Clerk is liaising closely with the Allotment Association Plot Secretary.

## 2 BURNHAM NEIGHBOURHOOD ACTION PANEL (NAP)

Ken Harris, Chairman:

"The Burnham Neighbourhood Action Panel was introduced in 2008 as part of the Neighbourhood Police scheme. With the support of our local Neighbourhood Police Team [NPT], Burnham has continued to use the full NAP title and a panel too. Talking to local people brought out the [usual?] responses: - "No point in reporting anything – nobody listens" and "even if reported, nobody does anything". What residents are looking for is ACTION and accountability – hence the retention of the full title.

Burnham Town Council has appointed a representative who attends the 'open' part of the meeting and is able to report back to the Council.

The central interest is to involve the community. A common concern is the division of responsibility and accountability across the agencies, which also raises questions like "Do people know who to report to i.e. what and to whom?"

We very quickly learned that residents are concerned at a wider spectrum of 'crime' than the elements covered by the police. In our case those concerns include dog fouling [generally no.1 on most lists]; Parking; Litter/ fly tipping; speeding; abandoned cars; noise and bonfires as well as ASB in the parks and the state of roads – which NAP has labelled collectively as 'Environmental Crimes'.

For those reasons NAP see it as important to work towards partnership, and have sought to encourage cooperation, coordination and collaboration — so important when obtaining, collating and sharing intelligence and acting collectively. Against this spectrum MDC Park Rangers, who also represent South Essex Partnership (SEPP) and MDC generally, attend our NAP meetings as 'partners'; not only illustrating the separate responsibilities for dealing with the various 'crimes' but also reinforcing the recognition of joint working between the NPT/ Rangers and related agencies.

Cooperation on such things as underage drinking, undertaking joint tours and collated intelligence not only illustrates effectiveness but also provides feedback and evidence that they are responding to the public's concerns.

That in turn has brought the common strategy: - "educate- monitor- enforce". Whilst there is a good framework for the first two, enforcement is vested in the separate agencies and is a reason why residents are dissatisfied; "why are they allowed to get away with it?" - often a question of resources. The reality is that 'officers' cannot be everywhere all the time and their overall effectiveness is increased if they are provided with information that, with analysis, becomes intelligence and can help put them in the right place at the right time.

People who themselves observe the rules and 'join in' [e.g. litter pick; attend NAP] play an important part in keeping our neighbourhood a safer, friendly and pleasant place to live in. Neighbours uniting and acting together means that dozens of eyes and ears are ready to pick up on anything happening in their area that could cause worry or concerns, but it is also important to let the authorities know!

Burnham NAP exists to support and facilitate these activities and actions. Indeed much of the NAP Chair's time is spent on collecting /collating data e.g. crimes by category and location.

### Current issues

The Panel holds bi-monthly meetings [see recent changes below], which members of the community are invited to attend and issues they raise are discussed. The aim is to agree priorities and decide on a realistic and achievable course of action to address them.

## **2 BURNHAM NEIGHBOURHOOD ACTION PANEL (NAP) (continued)**

At the end of the meeting the Panel meet separately to define/draft/agree the priorities. The current Priorities are Driver Behaviour [Speeding and Parking], Anti-social Behaviour and Domestic Abuse. Summaries and reports on the first two are available. The link with the Town Council means they have full knowledge of the initiatives the NAP pursue – such as Road Safety Campaigns, monitoring speeding, parking and scams. One real achievement has been the accreditation of Park Rangers to deal with parking offences out of hours, possible because BTC make a contribution to their cost. Time has shown this to be a good investment and the option to buy extra time as a 'special project' can be explored to increase the capacity to 'Enforce' [dog fouling, litter picking as well as parking] and make it cost effective to do so.

### **Recent Changes.**

Due to the central government's drive to cut public spending, in common with all forces, Essex Police have to review their operations including their 'community engagement' role and activities. In a recent letter the PCC explained: "Previously Essex Police sought to engage with the communities of Essex in a number of ways, including NAPs, parish and local council meeting. Over time it became clear that there was a lack of consistency across the county. Not all local councils required a police presence and, if they did, not all required the same level of input.

To ensure that Essex Police engages fully with and is accessible to all its communities, the new system of Local Community Meetings and Street Meets was introduced in October. Local Community Meetings [LCM] will be held in every district at least 5 times a year and will be chaired by a supervisory officer – sergeant or above. These will be advertised in advance on the Police website, which will also show the agreed local priorities and activity being taken to address them."

### **What does this mean for Burnham?**

Sgt. Morley recognises that the relationships formed through NAP have made for effective engagement and has decided to use Burnham' allocation of his LCMs to attend NAP Meetings. Adrian Rayner has agreed to continue the attendance of Park Rangers. So for now the NAP arrangements still stand except in anticipation of higher numbers of residents attending the venue has been changed from 'One Place' to the Town Council Chamber.

Reaction has been a cautious, reluctant acceptance of an imposed change "Will people come?" There is disquiet about the reduction in police numbers; misgivings on the statement that 'crime is reducing' – with an assessment that it is changing e.g. computer scams; rogue callers and a whole range of misgivings about the figures not counted e.g. Speed and driving offences and imprecise ASB figures. Beyond that there are questions on how many reported crimes are 'solved'!

For most people Burnham is rightly seen as a great place to live and provides the quality of life they are looking for. High levels of satisfaction can mean little incentive to get involved in community affairs and complacency often follows from that – please resist the temptation. There is every reason to take 'Pride in our Town'; let us all pull together to keep it that way!"

### **3 CHURCHES TOGETHER IN BURNHAM**

Fr Mark North SSC, Chairman of Churches Together in Burnham,  
Vicar of St Mary's Parish Church

"During this last year the Churches in Burnham continued to work together as they shared in the mission of God and proclaimed the saving work of Jesus Christ. This shared sense of purpose brought us together in worship and in social action.

The year began with us keeping the week of prayer from Christian Unity and holding a united service at St Mary's Church on January 24<sup>th</sup>. Christian Aid week is always held during May and this year Church members delivered envelopes and leaflets to most houses in Burnham and returned later to collect the generous donations of local residents who shared our concern for reducing poverty and improving living standards in some of the poorest parts of the world.

This year's Civic Service was held at St Cuthbert's Church in June when the Mayor and other local dignitaries joined local people to give thanks to God for the blessings we enjoy and to pray for those less fortunate than ourselves. This was followed by our involvement in the celebrations around the 125<sup>th</sup> anniversary of the opening of the Southminster branch line and Burnham Railway Station. A brief service of thanksgiving kicked off a day of celebration during which the art work in the windows was unveiled.

Another significant anniversary last year was the commemoration of the beginning of World War One on the 4<sup>th</sup> August. A reflective service of remembrance took place around the war memorial when many gathered to remember those from our town who had lost their lives in this conflict. This initial act of remembrance was followed by smaller events as the anniversary of the death of each man recorded on our memorial was marked with the laying of a wooden cross and prayer of commemoration

The end of August meant it was time for the annual blessing of the lifeboats, this short service was led by Canon Lionel Webber the RNLi Station Chaplain, and the crew and supporters of the lifeboat were joined by a large number of people to salute the work of the RNLi and entrust them to almighty God.

Remembrance Day was marked by a dignified and reflective service which started at the Baptist Church, before all processed to the war memorial for the keeping of the silence at 11am and the act of remembrance. Again large numbers turned out to honour the fallen and remember the sacrifices of the past in the context of current wars and acts of violence and terrorism. November also included the annual service of prayer for those who have died in the last year. The service was held in St Mary's and the names of all the recently departed were read aloud and a candle lit in their memory and as a sign of our prayers for them and their rest with God.

The year concluded with the events around the telling of the Christmas story. Members from the Churches supported and led the Farleigh Hospice Light up a Life Service before leading the worship during which the Town's Christmas tree was lit and dedicated. During the Festive Fair, the Churches displayed a very popular nativity scene with life size figures representing Mary and Joseph in their stable outside of the inn. The final event was the Civic Carol Service, held at St Mary's where the story of Jesus' birth was re-told through readings and carols before all were invited to stay for seasonal refreshments."

#### **4 DENGIE HUNDRED BUS USERS GROUP [DHBUG]**

Ursula Benjafield, Vice-Chairman:

The Dengie Hundred Bus Users' Group (DHBUG) was formed in 2010 with the aim of improving public transport services for the Dengie Peninsula.

In seeking services that satisfy residents' needs the issues identified are:

- Access to healthcare (GP surgeries, clinics and hospitals)
- Evening and Sunday bus services
- Transport problems for young people
- Poor /inaccessible passenger information
- Interruptions and cancellations affecting services)
- Reliability and punctuality
- Access to links with rail services

DHBUG has about 70 "paid up" members (annual membership fee is £3 and £5 for couples), including 2 parish councils. Open meetings are held 3 times a year and members of the public can listen to guest speakers and ask questions about transport in the Dengie Hundred. Speakers during the past year have included Giles Fearnley, Managing Director of First UK Buses, Bill Hiron, Managing Director of Stephenson's of Essex and President of the Confederation of Passenger Transport (CPT), and Helen Morris, Head of Commissioning Infrastructure at Essex County Council.

DHBUG is viewed as a respected organisation by both ECC and bus operators. Senior staff from Arrow Taxis (DaRT 99 and DaRT5), First Bus Essex (31X) and Stephenson's of Essex (Dengie Connections "D" services) attend our open meetings as well as officials from ECC, Community Transport (Viking) and RCCE.

The DHBUG Committee meets monthly to plan and progress activities including the following:

##### **Routine activities**

- Monthly DHBUG committee meetings
- Collection of feedback from members
- Regular meetings with First Essex Buses
- Continued communication with Arrow Taxis re DaRT5 and DaRT99
- Parish Transport Reps meeting with Essex County Council
- Mailing members re meetings, updating membership, keeping in touch with local papers and community magazines
- Work with local bus users in response to issues arising

##### **Projects**

- DHBUG website expansion
- Work on Real Time Information and bus stop information with ECC
- Down your way – journey by bus through Dengie villages to meet bus users
- Meeting with young people (Ormiston Rivers Academy and youth club) to encourage more young people to use the bus

#### **4 DENGIE HUNDRED BUS USERS GROUP [DHBUG] (continued)**

##### **Monitoring**

- Work with First on reliability and punctuality of the revised ½ hourly 31X
- Visited First's depot at Westway, Chelmsford – discussion/participation in driver training project
- Transport arrangements during road closures, e.g. planned and unplanned road works, accidents and emergencies
- Bus services during planned events – Burnham Tuesday Market, Maldon and Burnham Christmas Fayres

##### **Other activities/achievements**

- Working towards better integration of services - DRT and train connections
- Provided bus information to new Althorne Ladies Club including the morning and evening 31X "Flyer" from/to Fords Corner.
- Up dated travel information in local publications, e.g. Burnham and Dengie Hundred Review and Dengie Hundred website
- Investigate new ideas, e.g. X30 Airport Bus to stop at Rettendon
- Activities re local planning:
  - (a) through the auspices of the Burnham Chamber of Commerce we were able to press the case for improvements in public transport during the course of the Inspector's Inquiry into Housing development aspects of the Maldon District Local Development Plan
  - (b) through participation in the preparation of a Neighbourhood Plan for Burnham-on-Crouch a request was made that public transport planning gain be shared across the whole town and not concentrated in the areas of new development: "Burnham should be championed as a location where a significant number of residents would be likely to consider a shift from private transport to public transport if appropriate improvements to the latter could be made".
- Actively encouraged members to take part in the ECC Bus Review consultation

##### **Informing ourselves**

- Campaign for Better Buses – report on supported bus services
- Read "Bus User" magazine and Passenger Focus information
- Attended Sustainable Transport conference 2014 and a day conference on accessible and rural transport organised by the Transport Industries Network of the south east region of the TUC

##### **Future activities**

- Make sure libraries hold local timetable information
- Catch the Bus Week 29 June – 5 July 2015
- Monitor the rollout of real time information to ensure that the system offers maximum possible support for those in rural areas and those without access to smart technology
- Involvement as Stakeholder in the Working Partnership within the ECC Bus Strategy

## 5 **D-CAF'**

The D-Caf (Dementia Cafe and Activity Group) was started in December 2013 by two local residents. With support from the Alzheimer's Society, volunteers have run the group on a monthly basis, providing support, free refreshment and activities for people living with dementia, their families and carers. The sessions are full of fun and laughter, giving everyone an opportunity to access support and information which enables carers and people with dementia to gain knowledge to manage the condition.

The Christmas meeting was attended by the Town Mayor and Chairman of Maldon District Council and David McNeill, the Town Clerk and Sarah Grimes, the Deputy Town Clerk dressed up as Father Christmas and his Elf and handed out Christmas sacks to everyone.

At the Easter meeting, the Deputy Town Clerk dressed up as the Easter Bunny and the Town Mayor gave out Easter eggs to everyone.

## 6 **FOOTPATHS**

Iain Corbett and Barry Davis, Town Council Representatives:

"During the year walking of the designated footpaths within the Burnham Civil Parish (CP) was continued from that undertaken in 2013/2014. This was primarily concerned with those footpaths to the east extending from the town to the mouth of the river and north to the Southminster CP boundary. A total of ten (10) footpaths were walked with some being the longest and the most remote of all the footpaths walked to date and bring to completion those within Burnham CP. The same criteria were used as in the previous year by verifying the route against local authority approved Ordnance Survey Maps. Any observations and anomalies were identified with reports issued which in some instances to be more informative included photographs. One obvious anomaly that has been present since commencement of the walks in 2012 is that the approved maps, although provided by the local district authority, are several years out of date i.e. Ramblers Football Ground is indicated as being off Wick Road. To provide some clarity of the actual on ground situation a combination of the official approved footpath map and up to date Ordnance Survey Explorer Map (2012) of the Blackwater Estuary which includes Burnham and the greater Dengie is used.

Although more up to date in detail, footpaths are indicated but not numbered as on the official map. This applies equally to the actual footpath signs/finger posts where installed which although indicating a direction of travel are not numbered to correspond to with the map. If it is intended to promote Burnham and the Dengie Peninsular as a tourist attraction and in preparation for the proposed increased in housing addressing these anomalies should be given some consideration.

As none of the walks can be connected to make a circular route, the starting point of the walks was on the seawall at the Southminster – Burnham CP boundary. To obtain access this entailed a vehicle drop-off and an initial walk of 2-3km over deep plough and over two dykes. One area of concern was the amount of rubbish i.e. discarded fridge, plastic bottles; wood etc on the high water line. If the district/local authorities intend to promote a circular walk to St Peters then consideration may need to be given of how this may be addressed. Otherwise it could detract from the isolated beauty of the area and what it is trying to achieve.

## **6 FOOTPATHS (continued)**

At the intersection of walks 20, 23 & 24 on the seawall south of Holliwel Farm, there is the landing area that was used for the off-loading of large turbine section used at Middlewick Wind Farm. During this operation sections of the footpaths were subject to closure. This may have gone un-noticed and due to its comparative remoteness may have caused disruption to walkers. To reduce the impact of abnormal and extended heavy loads on local roads it has been proposed by the developers of Turncole Wind Farm to utilise river delivery and the same off-loading facility. It is understood that during off-loading when the actual crane is in operation, it is intended that a short temporary controlled diversion will be put into place around the affect area. This should allow walkers to continue on their journey without having to double back or undertake an extended diversion.

During the year a request was received to review an application for the rerouting of a section of previously walked Footpath 2 to extend an adjacent property boundary in Mangapps Chase. The location in question was re-walked at the proposed diversion and no adverse comments raised.

Although outside the remit of designated footpaths, as distinct from pavements, a request was received to investigate the condition of a walkthrough adjacent to housing on the Springfield Road. This was undertaken and a report subsequently issued. With all footpaths having been walked it is now intended to commence re-walking to ascertain if during the interim period there has been any deterioration and/or previous observations have been actioned. Footpath walks are undertaken by two designated co-ordinators with reports issued indicating identification number, location and observations, copies of which are forwarded to BTC for consideration as required."

## **7 FRIENDS OF THE BURNHAM CEMETERY CHAPEL**

The Friends of the Burnham Cemetery Chapel Group was formed in 2010 with the purpose of working in partnership with Maldon District Council in the restoration, development, improvement and promotion of the Chapel.

The Group will be re-launched with a public meeting on the evening of Monday 18 May 2015. There will be an exhibition of photographs taken through the 20th Century and anyone who is interested will be very welcome.

## **8 FRIENDS OF HESTER PLACE OPEN SPACE**

Doug Aitken, Chairman:

"On Wed 9th April 2014 we held a work party at Hester Place. Brambles and Elder hanging over the southern entrance were cut back. We also tidied up around the play area and along the path leading into the area from Pippins road.

On 4th June we held a meeting at the park with Dave Taylor from MDC. We looked at the fence along Pippins and it was agreed to replace it with ranch style fencing when funds are available. It was also agreed to raise the path in the play area that floods in winter and this was done later in the year.

We also looked at trees along the south eastern boundary and it was agreed to cut these to 5 or 6 feet and the welcome sign at the southern entrance had a rotten post and this would need to be replaced.

During the summer Glyn and Eddie kept the hedge in front of the houses cut and tidy and in the Autumn Doug cut back the shrubs in the beds.

## 8 **FRIENDS OF HESTER PLACE OPEN SPACE (continued)**

On February 2nd Lynn and Una met Dave Clark who has replaced Dave Taylor at the park to look at work still to be done. Following this the Elder tree on the Pippins boundary was cut down and a Laburnum tree covered in ivy hanging over the path was cut back, the broken sign was removed to make way for a new one, the cutting of the trees is now in the hands of a contractor and the fence should be done this year. Many thanks to all our helpers at work parties and meetings."

**The Town Council wishes to express its own gratitude to all the volunteers involved.**

## 9 **LIBRARY**

Elaine Farnsworth, Deputy Library Supervisor:  
Burnham-on-Crouch Library

"May 2014 began with a 'Love Food Hate Waste' display which travels around the county libraries promoting recycling of food waste, ways to use up leftovers and recipes. On 30<sup>th</sup> May we had a 'Go Wild' event. A member of the RSPB came to talk to the children and help them to make bird feeders and plant seeds in egg cartons. We had 17 children at this event plus adults.

We were involved in the Art Trail but sadly this year the artist's work would not fit in our window so we had to be content with just handing out the publicity.

In July we began our preparation for the Summer Reading Challenge (SRC) Members of our staff visited the local Primary Schools to promote the challenge at the school assemblies taking samples of the relevant literature to show the children. Each year there is a different theme which runs through July to September in all Essex Libraries. The 2014 challenge was called Mythical Maze for younger children and Imagination for children 10 onwards.

Each year we encourage children to join the Summer Reading Challenge whereby they read 6 books during the summer holidays. We have a special table set aside for this event staffed by a member of staff or a volunteer. Once joined and given the relevant literature children can take their first 2 books. When they read their first 2 books they come into the library and talk a little about their books and are given a set of stickers. If they complete all 6 books they will get a medal. All have a certificate which is handed out in their school assembly. The older children had a DVD voucher, their challenge was aimed at their age group and it allowed them to upload their artwork onto a website. This is a fun activity for children but encourages them to keep reading throughout the summer holidays. Last year we met our targets and had 260+ children join the Mystical Maze and Imagination here at Burnham Library.

Our next big event was the Burnham Carnival. Our window theme was 'Alice in Wonderland'. We all take this very seriously and had been painting, stitching and collecting for quite a while. The daughter of one of our staff had painted a wonderful woodland backdrop for us. We were awarded 2<sup>nd</sup> prize, which was good and are now contemplating this year's entry.

On 31<sup>st</sup> October we had a Halloween Spooky event for children. We had a craft table for colouring and making spooky spiders (involved pipe cleaners).

## 9 LIBRARY (continued)

On Thursday 18<sup>th</sup> December we had our annual evening Christmas event. This has always been a very popular event for adults and we have been running this for around 10 years. Jane English entertains us with an evening of stories, poems, songs and anecdotes on a Christmas theme. Tongue in cheek, some serious bits and total hilarity are the order of the evening. The staff provide mulled wine and mince pies at the end of the evening. We had 30+ people at this very sociable and enjoyable event. We had a craft table with Christmas crafts running through December. Children's Christmas rhyme time was on Friday 19<sup>th</sup> December with Christmas stories, rhymes and bauble making.

The 7<sup>th</sup> February was National Libraries Day and we had a display of books recommended by staff. This was quickly followed by a 1 day Valentine Day displayed on the 14<sup>th</sup> where we could display our lighter and more romantic stock.

At our rhyme time session on 27<sup>th</sup> February we promoted our 'Quick Read Books' which are condensed stories for busy people. We promoted these to young mums who have little time.

Essex Fire and Rescue came to us on 17<sup>th</sup> March. The Fire Officer was promoting Fire Safety in the home. She handed out literature and promoted the free installation of smoke alarms in houses.

### Other Local Information

- We successfully recruited a new Saturday Assistant who began working with us in January.
- We have a brand new photocopier which is A4 black and white and colour.
- We have 4 public computers with internet connection which can be accessed with a library card. It is a free service and we only charge for printing.
- We have a successful Home Library Service whereby a volunteer takes out items to individuals who are unable to access a library. We also supply a local Care Home with items.
- We also have free Wi-Fi accessed by a library card."

## 10 'ONE PLACE'

Sharon Dodson, Manager:

"I have been with Dengie Project Trust for just over a year so have now got more of an understanding of the work that we do for the community, the elderly and those being discharged from hospital.

Burnham One Place is operating 5 days per week, 4.5 hrs per day. Due to public demand we changed the opening hours to 10am – 2.30pm. The number of visitors to Burnham One Place since April 2014 to date is 5687 and we envisage another 550 visitors during March, making a total of approx. 6237 for the year an increase of 20.2% from last year.

## 10 'ONE PLACE' (continued)

Statistics for Burnham one Place 2014-15  
Number of visitors and services required

Services	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total
Local council enquires	7	12	8	8	18	2	20	6	2	2	16		<b>101</b>
Directions & journey planning	63	92	162	154	93	224	140	125	57	168	110		<b>1388</b>
Tourist Information	186	233	327	392	416	287	196	110	119	140	211		<b>2617</b>
Police enquiries	6	7	10	7	4	2	4	2	3	0	6		<b>51</b>
Sales	75	58	70	70	69	71	55	54	57	69	62		<b>710</b>
Training	42	35	41	49	47	64	51	68	44	50	76		<b>567</b>
Enquiries re partner organisation	31	19	21	34	12	18	10	67	32	5	4		<b>253</b>
<b>Total</b>	<b>410</b>	<b>456</b>	<b>639</b>	<b>714</b>	<b>659</b>	<b>668</b>	<b>476</b>	<b>432</b>	<b>314</b>	<b>434</b>	<b>485</b>		<b>5687</b>

We have continued to strive to develop and continue the range of services we offer to the community including police clinics, housing advice, volunteering opportunities, selling of local goods and hiring the small rooms to small local businesses.

Our existing partnerships have been strengthened and new partnerships have been forged for example, we are working with Dengie Enterprise Support, Visit Essex and Action for family carers to provide local communities and tourists a wide range of services and advice.

Throughout 2014/15 we have continued to provide the following services:

- 'Till it Clicks' sessions are still ongoing and take up of this service has been excellent, working with Essex Adult Community Learning this is now being offered at The Knightswood Centre for elderly clients and those with Dementia
- We continue to provide a wide range of training including first aid, manual handling, Midas and IT
- We continue to expand our range of merchandise sourcing from local businesses
- We continue to take part in the Annual Art Trial
- We continue to support the local community with assistance by signposting and providing telephone support for employment, benefit and housing advice.
- Health trainers still use One Place for regular healthy lifestyle sessions
- Health walks take place from One place with a chat and coffee after encouraging social interaction
- We are working with Dengie Enterprise support to assist local residents thinking about setting up their own businesses.

Despite all the good work we do at Burnham One Place for the local communities of the Dengie Peninsular, the accounts for 2014/15 show a deficit of £3500 and the forecast for 2015/16 is a deficit of £5,500.

**10 'ONE PLACE' (continued)**

The management is writing to all local parish councils asking for their support and a grant to help BOP become financially viable. Although we receive a grant from Burnham town council and Maldon council this is not sufficient for the sustainability of BOP.

The Dengie Project Trust is extremely grateful to the Town Council for their support and grant over the past year and we will continue to keep the Council updated with our progress."

**11 ORMISTON RIVERS ACADEMY GARDEN PROJECT**

Carol Milton, Community Garden Project Volunteer:

**"April 2014**

**Spring/Summer Term**

Wings students produced 75 hanging baskets for Burnham Town Council. The baskets were collected from the academy by Maldon District Council Parks and Open Spaces Dept. The baskets were cared for and grown on in the Maldon District Council green house. The baskets were purchased by local businesses, retailers and residents in Station Road and High Street, Burnham-on-Crouch and hung out by a team of volunteers in June. This project proves to be very valuable to the students who experience team working, working to a dead-line, producing a quality product and making a positive contribution to the local environment and community.

**Charity Plant Sale**

Due to the ongoing extensive construction work within the school kitchen garden and adjacent location, students were unable to commence food growing this year or prepare an entry into the annual Burnham in Bloom competition. However, instead they used their skills to grow plants to raise money for their chosen charity. This year the students chose to raise money for the Cancer Research UK charity by growing plants and selling them to the school staff and parents. The students raised over £200 for the charity from the plant sales.

**Autumn/Winter Term 2014**

The Garden Project students of years 7 and 8 commenced work in the school wildlife meadow as part of the ongoing management programme for this area. They constructed another 'bug hotel' using waste materials from the school's building works. The students harvested this year's made compost which they measure as part of the Annual Compost Challenge. The total of made compost for 2014 was 4380 litres, beating last year's total by 280 litres again, all made from the schools' waste paper, card and green material. As well as learning about sustainability this challenge also has a positive impact on the schools' carbon footprint.

**New Design Kitchen Garden**

On completion of the building work in the academy kitchen garden the students were able to access the area and begin soil preparation on the new designed beds. The garden has been re-landscaped using high quality materials and including four wooden raised beds. Wheelchair access has been incorporated into the new design as well as making the garden on one level, the new, large raised beds mean the garden can be used by all abilities and disabilities for both children and adults. The garden offers students a positive and contemporary designed area for organic food growing and has been a great success with the students so far.

**11 ORMISTON RIVERS ACADEMY GARDEN PROJECT (continued)**  
**Spring/Summer Term April 2015**

Students have been busy in the new kitchen garden preparing and planting the garden. Year 8 students have constructed a paved path across a vegetable bed to allow access to the outside tap. The students, once again, used materials left over from the building works and learned how to use a spirit level!

Year 7 students have planted more native hedgerow plants along the perimeter railings on the Maldon Road side of the school.

Two Wings Garden Project students gave a power point presentation about their experiences of the Garden Project at the recent Making a Difference community morning held at the academy. This community event was very well attended by parents, local dignitaries and members of the local community. The event was organised by the academy's Student Voice and Abdallah Adady, director of Student Leadership and Community Relations, giving the academy students the opportunity to show case their incredible talents across the curriculum and inclusive of all abilities. The Wings students will once again be producing 75 hanging baskets for Burnham Town Council and will be entering the Town's annual Burnham in Bloom competition.

I would like to thank Burnham Town Council, Maldon District Council, Burnham Chamber of Commerce and local residents for their continued support of the Garden Project and its students. My thanks also goes to the outstanding support from the Ormiston Rivers Academy staff and students and Ms Joan Costello, Academy Principal, without whom the project would not exist."

**The Town Council offers its thanks and congratulations to Mrs Carol Milton, Community Volunteer Garden Project Co-ordinator and all the staff and students involved in the Garden Project, especially for their efforts in planting the wonderful hanging baskets seen throughout the Town each summer.**

**12 ROYAL NATIONAL LIFEBOAT INSTITUTION BURNHAM**

Walter Jenkins, Treasurer:

"Burnham-on-Crouch Lifeboat Station was founded in 1966. It is run by a management team of 10 people with a crew of 25; everyone is a volunteer. The Lifeboat Operations Manager is Sir Richard Rycroft Bt. and the Senior Helm is Tony Lacey. There are two inshore lifeboats stationed at Burnham-on-Crouch, an Atlantic 85 *Tony & Robert Britt* and a D Class *Ernest and Rose Chapman*.

During 2014 RNLI lifeboats launched 8,462 times, rescuing 8,727 people and saving 368 lives. RNLI lifeguards attended 17,050 incidents and helped 19,252 people with 92 lives saved. The Burnham-on-Crouch Lifeboats were launched 45 times assisting 85 people in difficulties.

The Branch will be organizing various events during 2016 to celebrate the 50th Anniversary of the founding of the Station."

**13 RAILWAY BRIDGE TASKFORCE**

This Group continues to hold regular work parties throughout the year to keep this area of the Town looking its best.

**The Town Council is grateful to all the volunteers for their tireless efforts.**

## 14 STATION HOUSE PROJECT

At the Statutory Meeting of the Town Council held on Monday 28 July 2014, it was reported that there is a great willingness to bring the property into community use.

At the Meeting of the Town Council held on Wednesday 17 September 2014, Members were informed that there was agreement between the rail operators and Essex County Council to bring the Station House into community use and that Maldon & District CVS would be polling groups to establish the interest in using the building.

A meeting was held on Wednesday 3 December 2014 with Members and persons interested in moving the business plan forward in order to secure capital funding to effect the refurbishment of the building.

At the Meeting of the Town Council held on Tuesday 9 December 2014, Members considered how the project should be moved forward and how the facility should be managed and it was **RESOLVED: - that**

- i) **The Town Council confirms its commitment to bringing the Station House into community use to benefit the residents of, and visitors to, the Town,**
- ii) **The Town Council will accept the lease and management responsibilities of the Station House,**
- iii) **The lease period to be a minimum of ten years but negotiate to achieve fifteen or twenty years if possible,**
- iv) **The Town Council will underwrite the net operating cost of the building**
- v) **The Town Council will provide an appropriate budget line in the Town Council's Budgets for 2015/2016 and future years for the period of the lease.**

At the Statutory Meeting of the Town Council held on Tuesday 13 January 2015, Members who had attended the recent meetings of the Station House reported that excellent progress had been made. In particular, a consultant had been appointed, funded by Essex County Council, to prepare the Business Plan that would satisfy the requirements of Essex County Council and other funders, where appropriate. There was unanimity of agreement as to the content of the Business Plan and how best it could be progressed.

At the Meeting of the Town Council held on Tuesday 10 February 2015, it was reported that the consultant was working on the Business Plan and the Essex County Council Arts Development organization had confirmed its £16,000 contribution.

At subsequent Meetings of the Town Council held on 18 March and 22 April 2015, it was reported that all the necessary elements were in place and works had commenced at the end of March 2015. The Town Council is now working with Abellio Greater Anglia and Essex County Council to ensure a satisfactory outcome to this project. The Town Council has committed to the net operating costs over the ten year period of the Lease. Essex County Council are contributing £40,000 plus £16,000 arts development contribution and Abellio Greater Anglia is contributing £19,000.

Applications are being made to the Magnox Community Fund and Essex County Council's Community Initiatives Fund in order to complete the project with all necessary equipment and ancillary items.

## 15 SWIMMING

Suzanne Wichard:

"This report marks our third year on the Burnham Primary School Swimming Programme, following from our improvements made the previous year I am pleased to report this year has shown further growth and development of our swimming programme last year. The figures given to the Council this year show clearly that we have increased our numbers through the door and streamlined our service to run lessons at a fuller capacity more of the time.

### **Communication**

Advertised to local schools and residents via school websites and leafleting children's homework bags. Sessions are also advertised in the Burnham Review.

### **Crash course swimming lessons 1 hour daily**

10.00-10.30 Beginners: Targeted at the non-swimmer introducing basic water confidence skills and water safety.

10.30-11.00 Improvers: Introducing swimming skills working towards independent movement and Reinforcing water safety.

These lessons benefited children who had not had the opportunity to have structured swimming lessons before.

### **Family Swims 1 hour sessions Daily 11.00-12.00 and 12.00-13.00**

A chance for families to come along for a swim. No booking required. Attended mostly by parents/carers with young children who were pleased to have somewhere safe to swim locally. Many children using these sessions more than once a week.

### **Issues - Venue**

Small school pool with basic changing facilities in need of refurbishment but adequate for short holiday programme. At very busy times the size of the pool did limit the numbers, we did have to turn some children away as we could only have sixteen bodies in the water per hour. We did offer when possible an alternate session. Unfortunately, we did have a boiler breakdown when school caretaker was on annual leave which meant that we had to cancel some days due to the water being too cold.

### **Summer 2015**

I would like to discuss with the Council for this summer holidays the chance to combine with Southminster pool and run a complimenting swim programme that could offer swimming most days throughout the summer. With the help of a local charity I have just trained eight new Lifeguards all living within the Burnham/Southminster area so we would have enough staff available to cover both pools. If funding could be found this would be a great opportunity for more local people to have access to these sports facilities. Swimming is one of the few fitness activities that is suitable for all ages and learning to swim well might just one day save your or someone else's life ! Many thanks for your continued support."

**The Town Council wishes to offer its sincere gratitude to Suzanne Wichard and her team of Instructors and Lifeguards for their hard work and dedication to the summer swimming programme, which has not only brought enjoyment to many local children and their parents but has been a great asset to the local community as a whole. The Town Council is grateful for the continued co-operation of Burnham Primary School.**

## 16 TOWN CLOCK AND CLOCK TOWER

On 3 October 2014, invitations to quote for the refurbishment works to the Clock Tower were sent out to a number of building contractors.

The Clock Tower is a Grade II listed building in the Town's Conservation Area and as such, the specification for the schedule of works was drawn up in consultation with the Conservation Officer at Maldon District Council. Repairs to a Grade II listed structure are carried out on a like-for-like basis using traditional materials, specifications and methodology.

At the Meeting of the Town Council held on Tuesday 9 December 2014 it was **RESOLVED: - that the quotation received from Ian Collin Builders Ltd. in the sum of £12,620.00 be accepted and the work be programmed as soon as possible in 2015.**

Works began in early March 2015. All stone cills, lintels, cornicing and decorative work which have previously been painted have been washed thoroughly to remove all dirt and staining. Painted brickwork quoins and detailing to High Street elevations have been redecorated. The decorative white fibrous plaster features above the doors have been thoroughly washed. The pointing has been raked out to areas agreed on site with the Conservation Officer, all defective and spalled bricks have been cut out and where possible turned, infilling behind with lime mortar. Where this has not been possible, replacement bricks have been used, to match the existing ones, as agreed with the Conservation Officer. Re-pointing has been carried out using a suitable mortar mix agreed prior to work commencing, but generally lime mortar. The painted walls of the archway to the High Street have been rubbed down, loose and flaking paint removed, filled, brought forward and painted with two coats of cream masonry paint. Where necessary, defective or damaged timber including supports to the belfry roof cupola was dismantled and the damaged members were replaced in hardwood or repairs carried out with proprietary timber filler. All existing timber was thoroughly rubbed down with a machine sander or by hand, knot stopped and primed, filled, and then painted with two undercoats and one top coat of external quality eggshell paint in a matt finish. Metal Window Surrounds have been thoroughly rubbed down, treated with "Jenolite" rust inhibitor where necessary, then painted with one undercoat and one top coat of gloss paint. The sign "St Marys House" was cleaned and polished in situ and then protected. At all stages, the quality, texture and colour of paints were approved by the Town Council and the Conservation Officer. The diffuser(s) of electrical light fitting(s) have been cleaned. The horizontal trunking above the cornicing between ground and first floor level to all elevations was removed and masonry and bricks made good where fixings had been removed. Holes in the brickwork were infilled with lime mortar, mixed with matching brick dust. All steel brackets for hanging baskets and window boxes were removed. Repairs to glazing with glass to match were made and all leadwork was inspected.

The Conservation Officer inspected the re-pointing works and whilst he was very pleased with the standard of work he was concerned that the specification, in the light of a detailed examination of the brickwork, did not provide for sufficient square yardage to be re-pointed. This would result in a patchwork effect if only the yardage specified was completed, although after time this would 'weather in'. The contractor quoted £2,500 to carry out the necessary additional re-pointing. Members of the Town Council agreed that these additional works be carried out whilst the contractor and scaffolding were already on site.

## **16 TOWN CLOCK AND CLOCK TOWER (continued)**

An application has been made to Maldon District Council for a Historic Buildings Grant which could contribute a maximum of £750 towards the cost of additional pointing.

**At the Meeting of the Town Council held on Wednesday 22 April 2015, the Town Clerk reported that all works to the Clock Tower had been completed, on time and on budget and the Town Council extended their thanks and congratulations to Ian Collin Builders Ltd.**

The Town Council is in the process of making an application to the Local Highways Panel, for the erection of two/four bollards at the Clock Tower where it projects into the highway by some eighteen inches, to protect the base from vehicular damage.

In October 1984, Burnham's clock winder for forty four years, eighty eight year old Mr Sidney Harvey of Chapel Road, was invited to unveil a plaque at the Clock Tower, in appreciation of his service to the Town. Mr Harvey took on the job in 1939 and kept it until his retirement in June 1983. The unveiling ceremony was attended by David Fisher, Chairman of Maldon District Council, Alan Brown, the Town Mayor and Members of the Town Council. **A picture of Mr Harvey has been reproduced on the back cover of this Report (courtesy of Derek Argent).**

The plaque, together with the 1989 Maldon District Council Conservation Award plaque, was removed during the works to the Clock Tower in March/April 2015 and is currently being restored by Mr Matthew Swann, Town Council volunteer.

## **17 TOWN GUIDE**

The Town Guide is published annually and is delivered free to every resident in the Town and is available throughout the year at the Town Council offices, 'One Place', the Library and from most retailers in the Town. The Guide is a comprehensive directory of local clubs and organizations, information on elected representatives and local services and interesting information on the locality.

## **18 TWINNING ASSOCIATION**

Burnham-on-Crouch and L'Aiguillon-sur-Mer have been twinned since May 1980 and since then there have been many exchange visits between the two communities. The aim of Twinning is to promote friendship between the communities and to encourage visits from families and groups to share cultural, educational and recreational activities. L'Aiguillon-sur-Mer was chosen as it has many similarities to Burnham. It is a small picturesque fishing port on the west coast of France that includes beaches and sailing activities.

Tony Cash, Chairman:

"With the exception of our secretary Mandy Knight who had regretfully resigned in April and our two Town Council representatives who changed in May 2014, all the members of the committee agreed to be re-elected at our AGM on 29 May 2014 and we were pleased to welcome our new President, Town Mayor Ron Pratt.

In September we had a most successful visit from our friends from L'Aiguillon sur Mer when they were able to attend our annual carnival and enjoyed a coach trip to Cambridge where we had laid on a tour of some colleges with a French speaking guide.

## **18 TWINNING ASSOCIATION (continued)**

On the Sunday evening they were royally entertained by the Town Mayor & Town Council. Thanks also to the very kind hosts who provided our visitors with lodgings for their stay – This I gather has resulted in some very firm friendships being formed.

We have now been invited to visit L'Aiguillon for the 3<sup>rd</sup> weekend in September when the town is having a Heritage weekend & I am sure they will want to prove that their hospitality can be quite as good as ours! This invitation is open to anyone who lives in Burnham and its surrounding district when all the visitors will pay for is their fare to and from L'Aiguillon. After that all accommodation, food & entertainment will be provided by our hosts.

On Remembrance Sunday in November, the Chairman and Vice Chairman attended the service of Remembrance and laid a wreath on behalf of the Association at the War Memorial.

Having lost our secretary in April we are very much in debt to previous secretary Sue Skeens who agreed to take the position on a temporary basis and soldiered on till November when we were very pleased to welcome our new permanent Honorary Secretary Anne Thurgood. In February 2015 we held a very enjoyable Race Night at the Royal Corinthian Yacht Club when Anne's competence was much in evidence and we were able to raise around £330.

We still plan to be represented at all major events in the town in the hope of expanding our membership so that more people can enjoy our twinning activities, especially as we hope to make the return visit to L'Aiguillon in September a really well attended event."

## **19 WALLASEA ISLAND WILD COAST PROJECT**

Chris Tyas, RSPB Wallasea Island Project Manager:

"Wallasea Island Wild Coast Project is a landmark conservation and engineering project, the largest of its type in Europe. This exciting project is working to transform 670 hectares of arable farmland into the coastal marshland it once was. This area is more than double the size of the City of London! The project is a response to the challenges that climate change poses for the UK's low-lying coastline and aims to future proof this landscape for people and wildlife. It lies at the heart of an internationally-important estuary, and is a vital part of the Greater Thames landscape. For many, it will be the closest accessible Wild Coast. Once complete it will support important bird species and could even re-establish once lost breeding birds, such as Kentish plovers and black-winged stilts. This project is an example of how amazing things can be achieved through partnership working. Current partners include Crossrail, the Environment Agency, Defra and Natural England. We are currently in the process of searching for more partners to become part of this iconic project and help provide the remainder of the soil required to complete the island.

Crossrail has constructed a temporary jetty in the River Crouch and is using this facility to deliver excavated material from its tunnelling operations deep under London. The first material arrived by ship in August 2012. We expect the first of these three tidal cells will be breached by 2016.

## **19 WALLASEA ISLAND WILD COAST PROJECT (continued)**

The project builds on the success of the 115 hectares of new saltmarsh and intertidal mud created on the north of the island by Defra in 2006. This area, known as Allfleet's Marsh, is now jointly managed by the RSPB and Natural England

The Wild Coast Project received planning permission from Essex County Council in 2009, after an in-depth consultation period. The scheme will create new wildlife habitats over the next 10 years. This will include making gaps in the sea walls to allow seawater to flow in and out with the tides. Crossrail is importing clean, recovered soils by ship to shape the new landform. Raising the land will reduce the volume of seawater entering on each tide. In turn, this will reduce any adverse effects on navigation, shell fisheries and other sea defences. It also means that properties and businesses on the rest of the island will be less vulnerable to flooding. The whole project requires 7 million m<sup>3</sup> of soil, 2.1 million of which will come from Crossrail. To complete this ambitious coastal re-creation we are still looking for the remaining amount of soil and are in the process of talking with potential soil suppliers. The Wallasea Island Wild Coast Project is the largest of its kind in Europe and has attracted lots of interest worldwide. The scheme provides an example of how industry and conservation can work together to create something amazing that will not only benefit wildlife, but future generations for years to come.

Four hundred years ago there were 30,000 hectares of wildlife-rich saltmarsh around the Essex coast. Now, saltmarsh is rare, with just 2,500 hectares left. That's a loss of 39,000 football pitches! In England, saltmarshes and mudflats are being lost at an alarming rate of 100 hectares a year. Sadly, this rate of saltmarsh loss will only increase with climate change. Rising sea levels steadily erode the precious mudflats between land and sea and the food-rich environment will be lost to our wildlife forever. The Wallasea Island Wild Coast Project aims to re-create some of this lost landscape and save it, both for the incredible wildlife that relies on it and for the people that relish it for its restorative benefits and for the pleasure of seeing such places exist.

Once all the work at Wallasea Island is complete it will be a rich mosaic of habitats. From mudflats to saltmarsh to grassy sea walls and lagoons, wildlife including lapwings, avocets and the rare oil beetle will find food aplenty. As sea levels rise the island will act to future proof the landscape for species that are moving in line with climate change and the island will provide a home for nature as their natural homes start to diminish. Wallasea Island will become an amazing space for people too, with wildlife spectacles galore and a chance to relax in the wilds of Essex.

Material from the Crossrail project is being used to complete Jubilee Marsh (Cell 1), the first of three inter-tidal cells. Crossrail have now completed the delivery of material to site, with a total of 3.02 million tonnes of clean earth from the construction of tunnels and station below London. A maximum of five ships were used, delivering a peak of 45,000 tonnes per week.

Around 90% of Jubilee Marsh has now been completed, with placement due to be completed in May. The breaching of the seawalls at this first cell is scheduled for July. Once this area has been opened to the sea we will have 60% of the habitats on site created, with the remaining two inter-tidal cells left to complete. These two areas require further material to be imported to allow completion to the current design.

## **19 WALLASEA ISLAND WILD COAST PROJECT (continued)**

We are working hard to find this extra material.

During 2015 we have completed two Section 73 planning applications to Essex County Council. One extended the project life to 2025 and reclassified the material that can be imported from inert to suitable natural. The second covered a redesign of Jubilee Marsh to take account of less material being imported by Crossrail.

It was recognized early in the consultation process that the management of shipping to avoid potential conflicts with the sailing community was essential. A monthly liaison meeting has continued to be held in the sailing season between Crouch Harbour Authority, the Joint Sailing Clubs Committee, Crossrail, RSPB and Crossrail's Wallasea Contractors (BAM Nuttall / Van Oord). This frequent liaison has helped to manage shipping movements in the most important sailing times, through to a successful conclusion. These arrangements have worked well and we are grateful for the help received from those involved.

We will be holding an event to formally open Jubilee Marsh. This will be arranged for a Spring Tide shortly after breaching – date to be confirmed.

We would like to thank Burnham Town Council for their continued support and positive engagement via the Project's Local Liaison Group."

## **20 WAR MEMORIAL**

In March 2015, Sally Bowling, Conservator, carried out maintenance works to the War Memorial. All the bronze plaques and wreaths were re-painted before being hot waxed and buffed. The base was scrubbed to remove any detritus. Green corrosion staining on the Portland stone was treated, as before, with a shelter coat.

### **The Town Council is grateful to Mrs Vivienne Allen and all the volunteers who plant and maintain the planting areas at the War Memorial.**

Viv Allen:

"Ceanothus bushes have been trimmed regularly throughout the year and have still produced a good display of flowers in late April/early May. However, they are becoming more woody at the base of the plants so will need replacing.

The muscari bulbs have continued to come up each year, multiplying themselves to give plenty of blue colour in April. Once they have finished flowering, geranium plants have been added - once the threat of frosts have passed - some time in May.

The geraniums are watered regularly throughout the summer months and will continue to flower until after the Remembrance Service in November and then be removed with the first frosts."

## **PARTNERSHIP WORKING**

**There are of course, many services required by residents of the Town and the Town Council enjoys an excellent working relationship with a number of service providers. The Town Clerk and Deputy Town Clerk assist residents wherever possible and also liaise with other organizations to ensure that residents have access to appropriate facilities and/or advice.**

### **21 CITIZENS' ADVICE BUREAU**

Derek Hall, Outreach Advisor:

"The CAB provides an outreach 'drop in' service at the Town Council office every Thursday morning between 10 am and 1pm. To build on the success of previous years and, to ensure that our service continues to meet the CAB's objectives, over the last year, we provided an additional person to collect personal details of clients and deal with straightforward issues. This has meant that the resident adviser has been able to spend more time with clients who may have more complex and urgent matters. The provision of high quality of advice remains our most important aim. Each month, the outreach office has seen between 20/30+ people and feedback from our clients continues to be very favourable. 'Benefit' enquiries are the most popular subject addressed; but debt, employment, housing and consumer issues are also subjects of frequent queries. Where specialist advice is required, clients are referred to our Maldon office for help. The CAB has close links with other agencies in the town and surrounding areas – especially with the local 'food pantry' and other voluntary organizations. A particular word of thanks must go to the Town Council for their ongoing support to our service. Their financial help and provision of accommodation means that we can continue to provide our service to local residents in a most cost effective and valued way."

### **22 ESSEX COUNTY COUNCIL**

#### **ENGLISH NATIONAL CONCESSIONARY BUS PASS - OLDER PERSONS BUS PASS**

Anyone living in England of retirement age, or an eligible disabled person, is entitled to an English National Concessionary Bus Pass. Essex residents who are applying for an older persons or disabled persons bus pass for the first time can apply to Essex County Council. Applications may be made by downloading an application form on Essex County Council's website. Forms are also available from the Town Council Offices. Current pass holders who have passes due to renewal will be automatically sent replacements, rather than having to reapply.

Older people (male or female) become eligible at the female age of retirement. Those born before 6 April 1950 are eligible for a concessionary pass. Those born between 7 April 1950 and the 5 April 1955 can use the eligibility calculator at <https://www.gov.uk/calculate-state-pension/y> to find out when they will become eligible for a pass.

## 22 ESSEX COUNTY COUNCIL ENGLISH NATIONAL CONCESSIONARY BUS PASS - OLDER PERSONS BUS PASS (continued)

The table below summarizes eligibility.

<b>Date of Birth from</b>	<b>to</b>	<b>Eligibility Date</b>
Before April 6 1950		on 60 <sup>th</sup> birthday
Jan 6 1952	Feb 5 1952	Nov 6 2013
Feb 6 1952	Mar 5 1952	Jan 6 2014
Mar 6 1952	Apr 5 1952	Mar 6 2014
Apr 6 1952	May 5 1952	May 6 2014
May 6 1952	Jun 5 1952	Jul 6 2014
Jun 6 1952	Jul 5 1952	Sep 6 2014
Jul 6 1952	Aug 5 1952	Nov 6 2014
Aug 6 1952	Sep 5 1952	Jan 6 2015
Sep 6 1952	Oct 5 1952	Mar 6 2015

## 23 MALDON DISTRICT COUNCIL

### GREEN WASTE COLLECTIONS

#### Green Wheeled Bin Scheme

Collection of garden waste is not part of the standard refuse or recycling collection service. For an annual fee, the District Council provides a green waste wheeled bin kerbside service offering weekly kerbside collections during the peak growing season (March to November) and a fortnightly service throughout the rest of the year (December to February). Payment for 2015/16 is £27 by Direct Debit or online payment and £32 by cheque or telephone. The Subscription year runs from 1 April to 31 March and throughout the year the joining charge will be reduced on a pro-rata basis each month until the renewal date when the full amount will be payable.

#### Green Sacks

Residents can purchase green waste sacks which can be booked onto the District Council's garden waste collection rounds. These cost £1, which covers the additional cost of composting the waste and can be bought from the Town Council Offices.

### MARKET

On 16 June 2014, Maldon District Council issued a press release regarding a new weekly market on trial in Burnham-on-Crouch.

"Starting 1 July, and every Tuesday morning from 8am – 2.30pm, the High Street in Burnham will be playing host to a market of approximately twenty stalls including fruit, vegetables, fish, ladies & gents fashion, children's fashion, hardware, butchers and many more items. Local traders and shops are encouraged to take part and make it a successful addition to the Town's amenities.

Visitors to the market can make 'a day of it' in Burnham by taking the opportunity to absorb the unique atmosphere of the historic conservation area, visit the local shops, sample a range of cuisines, or walk along the river's edge to enjoy the constant buzz of activity on the River Crouch.

## 23 MARKET (continued)

The mid-week market is intended to augment the Town's existing shops and attractions, ultimately increasing footfall in terms of tourism and trade to the town. Maldon District Council is facilitating the three month trial period (ending 30 September), working with Joe Villar, the Promenade Park Bank Holiday market organizer. The High Street will be closed to traffic from Chapel Road to the corner of Ship Road with access for emergency vehicles, deliveries and residents."

At the Meeting of the Town Council held on Monday 23 June 2014 it was **RESOLVED:- that Maldon District Council be requested to**

- a) **Give every support to local traders,**
- b) **Ensure that there is an appropriate mix of traders to complement existing shops,**
- c) **Minimize disruption to local traders and residents.**

The market has been extended beyond this trial period and despite some minor initial issues with the appropriate placement of traders (ie. footway widths and awning overhangs), playing of music and ensuring safe access for the 31X bus service, it is proving to be very popular with residents and visitors. The Town Clerk's Office regularly receives favourable comments from residents.

## 24 MEDIA RELATIONS

### Local Press

The Town Council has regular contact with the local press, in order to keep residents of the Town informed of Council activities; when appropriate, radio and television contacts are utilised.

### www.burnham.org Website

Notice of Town Council Meetings and other information are posted on the website.

**The Town Council is grateful to Mr Peter Layzell for the provision of this invaluable facility and his continued co-operation to develop the Town Council's own website that will go live in the very near future.**

### Burnham & Dengie Hundred Review

The magazine is the only publication based in the Town and as well as Burnham on Crouch it also covers the whole of the Dengie Peninsula. It is delivered free to homes and businesses and now has a circulation exceeding the regional newspapers in the area. The magazine has a community directory with useful information for both residents and visitors and its unique parochial format maintains its local popularity. Reports of the Meetings of Burnham Town Council are included every month and although it is an independent publication the Review enjoys a good working relationship with the Town Council.

### Town Council Website

At the Meeting of the Town Council held on Monday 23 June 2014, the Town Clerk reported that he had received three proposals to provide a Town Council Website and recommended that the Town Mayor and the Deputy Town Mayor be authorized to review the proposals and appoint a website provider subject to the approved budgetary provisions.

## 24 MEDIA RELATIONS

### Town Council Website (continued)

Members considered this request and it was **RESOLVED: - that the Town Mayor and the Deputy Town Mayor be authorised to review the proposals, plus any other local appropriate providers and report back to the Meeting of the Town Council to be held on Monday 28 July 2014.**

At the Statutory Meeting of the Town Council held on Monday 28 July 2014, the Town Clerk reported that he had met with the Town Mayor and the Deputy Town Mayor to review the proposals from four contractors. Advice had been sought from the District Council's IT Manager and whilst it would be possible to follow up with three of the contractors the advice was to develop a more detailed specification.

At the Meeting of the Town Council held on Tuesday 9 December 2014, the Town Clerk reported on quotations received and it was **RESOLVED: - that the quotation received from Toolkit Websites Ltd. in the sum of £1,595.00 + £35.00 per month (after 24 months) + VAT be accepted and the work be programmed as soon as possible in 2015.**

At the time of preparation of this Report, the build process is continuing.

## 25 RANGER SERVICE

Adrian Rayner, Senior Ranger, Maldon District Council:

"As another year comes to its end its time to reflect on the positives, once again Anti-Social Behaviour figures lowered in the Burnham area to an all-time low. I am totally convinced that the Rangers working and building links with the youths in Burnham is a major contributor to achieving these figures. I recall when I first started working for Maldon District Council I found it very difficult to get to know the youngsters in Burnham because we could not spend enough time in the Burnham area. This has changed dramatically with the contract we now have with Burnham Town Council it has allowed us to build a larger team and more importantly given us the chance to establish ourselves in the area.

We have had some minor incidents around the shelters at Riverside Park but because of the networking we have carried out we get information back from the youngsters whom we filter back to the Police and Schools if necessary.

Car parking has virtually produced the same amount of Penalty Charge Notices as last year around the two hundred mark but the previous year we did a three month trial period free of charge where we increased the hours spent in Burnham and it was noticeable that we issued around forty more PCNs in that time. We are working closely with the South East Parking Partnership and they are concentrating on the Schools as well as the roads but we are still issuing at least 90% of the tickets. We have also started enforcing on the off street car parks because of the new charges that have recently been introduced in Burnham with some good results.

The Park Watch Scheme has now been running for nearly two years we have just under five hundred members with the largest majority in Burnham, around one hundred and fifty, but unfortunately for us they are the quietest group, in Maldon/Heybridge we have some very active members which has resulted in some staggering results in those areas.

## **25 RANGER SERVICE (continued)**

This I want to improve on in the coming year by holding some meetings in Burnham to try and increase their confidence to help us combat dog and litter issues. Although we have issued some Fixed Penalty Notices for dog fouling we still rely on the community to pass on information, we have achieved some excellent results in other parts of the District with tip offs and information from the Community. However the lower amount of fixed penalty notices issued this year could reflect the impact the Rangers patrols and visual presence have had to reduce the number of dog fouling offences and encouraged people to pick up after their dogs.

On 3 July 2015 at 11 am we are launching our Dog Watch Scheme on Riverside Park with Essex Police. There will be lots of special groups attending that day and we want to sign up as many dog walkers as we possibly can and build another link within the Community. We are also going to upgrade the CCTV system at Burnham Riverside Park which will help us immensely. There has also been the introduction of the new Anti Social Behaviour Act which will strengthen our powers throughout the District once it has gone through full Council. So lots to be positive about and I look forward to the coming year."

**The Town Clerk and the Deputy Town Clerk continue to have an excellent working relationship with the Burnham Rangers.**

## **EXTERNAL CONSULTATIONS**

The Town Council is consulted, during every Municipal Year, on innumerable subjects by the Government, Government Agencies, Essex County Council, Maldon District Council and many other bodies and groups, too numerous to mention individually. Wherever possible, the Town Council considers the subject matter and gives a suitable response. If this is not possible, for time or other reasons, Authority is delegated to the Town Clerk, in consultation with a nominated Town Councillor/s to respond on the Town Council's behalf.

## **26 MALDON DISTRICT COUNCIL LOCAL DEVELOPMENT PLAN – PREFERRED OPTIONS CONSULTATION AND BURNHAM NEIGHBOURHOOD PLAN**

At the Meeting of the Town Council held on Wednesday 28 May 2014, Members noted the following:

- a) An update on the current progress of MDC's LDP from District Councillors, including that the Draft Plan had been submitted to the Secretary of State and a reply is expected in October 2014.
- b) An invitation to visit the Burnham-on-Crouch Water Recycling Centre on Thursday 29 May 2014.
- c) The first meeting of the NP Steering Group will be held on Monday 2 June 2014. The Town Mayor introduced Mrs Eva McNeill who will be clerking the Steering Group meetings.

At the Meeting of the Town Council held on Monday 23 June 2014, Members received the following:

- a) Councillor Ron Pratt reported that the proposed Consultation meeting with the Planning Inspector was now to be an exploratory meeting to clarify certain elements of the LDP and does mean that there will be a slight set back in the process. However, MDC's Planning Policy Officers are confident that the Inspector's concerns can be fully addressed at the meeting on 3 July 2014.

**26 MALDON DISTRICT COUNCIL LOCAL DEVELOPMENT PLAN – PREFERRED OPTIONS CONSULTATION AND BURNHAM NEIGHBOURHOOD PLAN (continued)**

Members noted the consultation, from 11 June to 23 July 2014, on the Maldon District Community Infrastructure Levy – Draft Charging Schedule.

- b) Councillor Ron Pratt reported on the visit to the Burnham-on-Crouch Water Recycling Centre on Thursday 29 May 2014 that had been very useful and informative and included the following points: -
- i) Tanker movements at present are 18 per week and this would increase to 21 if another 1,000 properties were built in the Town,
  - ii) Combined Surface Water and Foul Sewers, in the older parts of the Town are the principal cause of discharging into the river approximately 6 times a year following heavy rainfall,
  - iii) The Recycling Centre has to comply with a strict Environment Agency reporting/request regime before discharging takes place.
- c) Councillor Ron Pratt reported that the NP Steering Group, the first meeting of which was held on Monday 2 June 2014, was very successful with many representatives of the community and its varying groups. The next meeting will be held on Tuesday 1 July 2014 when the Town Council's consultant, Allies and Morrison, will be presenting a draft NP based on the reports that have been fed to them by the working groups set up at the June meeting of the Steering Group.
- d) Members considered a request from a resident, at the meeting of the Town Council held on Wednesday 28 May 2014, to engage a Planning Barrister to defend the Town Council's opposition to the Pigeon Land proposal for the land between Chandlers and Creeksea Lane. The application had yet to be determined by MDC.

Members were cognisant of the planning process and that if the proposal is refused by MDC then that authority would defend its decision at any subsequent appeal hearing and it was

**RESOLVED: - that the Town Council would not engage a Planning Barrister.**

At the Statutory Meeting of the Town Council held on Monday 28 July 2014, Members noted the following:

- a) Councillor Ron Pratt reported that a further 3 months had been allowed by the Inspector for MDC to answer the concerns he had raised with the Submission Draft of the LDP.  
The Town Clerk reported that the initial results of the consultation on the Maldon District Community Infrastructure Levy – Draft Charging Schedule had been incorporated in the second stage of the consultation.
- b) Councillor Ron Pratt reported that a great number of groups are represented at the Steering Group and there is now seven subject sub-groups researching and developing the policies for the NP. Mrs Eva McNeill is doing a superb job of co-ordinating the group and all the information that is being gathered. The next meeting will be held on Tuesday 5 August 2014.  
Councillor Mrs Una Norman congratulated Cllr. Pratt on his Chairmanship of the Steering Group.

**26 MALDON DISTRICT COUNCIL LOCAL DEVELOPMENT PLAN – PREFERRED OPTIONS CONSULTATION AND BURNHAM NEIGHBOURHOOD PLAN (continued)**

At the Meeting of the Town Council held on Wednesday 17 September 2014, Members received the following:

- a) Councillor Ron Pratt stated that details of the progress of the LDP are on MDC's website including minor increases in housing numbers. In effect the LDP had "paused" whilst the Inspector's concerns/questions are responded to. The Maldon District Community Infrastructure Levy – Draft Charging Schedule had been approved by MDC with a minor amendment and this will be submitted for approval to the Secretary of State.
- b) The Minutes of the meeting of the Neighbourhood Plan Steering Group, held on Tuesday 5 August 2014, were received and adopted. Councillor Ron Pratt stated that the NPSG is making excellent progress and from the September meeting the working groups had "tracked" all the changes to the seven working group sections of the Plan and these will be incorporated into a first draft document by the Town Council's Consultant, Allies and Morrison. Despite the "pause" in the LDP the Steering Group will be continuing its development of the NP to enable its Consultation/Inspection/Referendum to proceed at the earliest possible time that it is practicable to do so.

At the Statutory Meeting of the Town Council held on Wednesday 15 October 2014, Members noted the following:

- a) An update on the current progress of MDC's LDP from District Councillors, including the submission of the Maldon District Community Infrastructure Levy – Charging Schedule as amended and the programme for the Examination-in-Public of the LDP commencing on Tuesday 20 January 2015.
- b) Councillor Ron Pratt referred to the draft minutes of the meeting of the NP Steering Group held on Thursday 4 September 2014 and the meeting to be held on Monday 20 October 2014 at which the Town Council's Consultant would be presenting a first draft of the NP.

At the Meeting of the Town Council held on Wednesday 19 November 2014, Members noted the following:

- a) An update on the current progress of MDC's LDP from District Councillors, including that the housing issues for the District will be determined in January 2015 and the Examination-in-Public will commence on Tuesday 20 January 2015. The Maldon District Community Infrastructure Levy – Charging Schedule will not be dealt with in parallel and Members requested a more detailed explanation as to why this was the case?
- b) An update on the NP Steering Group including the meeting held on Monday 20 October 2014 and that there will be a further meeting on Monday 24 November to complete the review of the working Groups draft proposals.

At the Meeting of the Town Council held on Tuesday 9 December 2014, Members noted the following:

- a) The Inspector had ruled that he would not be considering the "Maldon District Community Infrastructure Levy – Charging Schedule" in tandem with the Local Development Plan and therefore the Charging Schedule would have to wait until the autumn of 2015.

**26 MALDON DISTRICT COUNCIL LOCAL DEVELOPMENT PLAN – PREFERRED OPTIONS CONSULTATION AND BURNHAM NEIGHBOURHOOD PLAN (continued)**

- b) Councillor Ron Pratt, Chairman, of the NP Steering Group reported on the meetings with the Chairmen of Working Groups held on Mondays 24 November & 1 December 2014 and stated that the consultant is now preparing a draft of the NP to be considered by the Town Council and Maldon District Council.
- c) Councillor Ron Pratt referred to Minute 231 above and it was  
**RESOLVED: - that a Special Meeting of the Town Council to consider the Draft Neighbourhood Plan be held on Tuesday 6 January 2015 at 7.30 p.m. in the Council Chamber.**

At the Special Meeting of the Town Council held on Tuesday 6 January 2015, Members considered the following:

**259 LOCAL DEVELOPMENT PLAN (LDP)**

- a) A draft Statement of the Town Council to be submitted to the Inspector who will be conducting the "Examination in Public" of the LDP for the District of Maldon, commencing on Tuesday 20 January 2015 and it was  
**RESOLVED: - that the Statement as drafted be approved and adopted and submitted to the Inspector with the supporting documents.**
- b) Should the Town Council be represented at the "Examination in Public" of the Local Development Plan and if so who that representative should be and it was  
**RESOLVED: - that the Town Mayor, Councillor Ron Pratt will attend the appropriate sessions of the Examination in Public.**

**260 NEIGHBOURHOOD PLAN (NP)**

Members considered the December 2014 draft of the above, from the Neighbourhood Plan Steering Group for submission to Maldon District Council for review.

The Town Clerk explained that Members were not being asked to "fine tune" the draft Neighbourhood Plan as there would be further review opportunities for that process before the public consultation stage. He further explained that Members were being asked to approve and adopt the December 2014 Neighbourhood Plan as drafted by the NP Steering Group and prepared by the Town Council's Consultants, Allies and Morrison Urban Practitioners, for the next crucial stage of the NP process – the Public Consultation.

The Town Mayor, Councillor Ron Pratt, paid tribute to the NP Steering Group and the detailed process that it had followed, involving many hours of deliberation by over thirty representatives of groups and organizations in the Town. He further stated that the document, that is 88 pages in content, had not been distributed to the public as this would be counterproductive before MDC's review.

Councillor Matthew Pudney requested clarification as to the use of existing available industrial units, in the light of policy for new units and the Town Mayor assured him that existing units would have to be marketed prior to new units being constructed.

**RESOLVED: - that**

- a) **The December 2014 Neighbourhood Plan as drafted by the NP Steering Group and prepared by the Town Council's Consultants, Allies and Morrison Urban Practitioners, be approved and adopted for the next crucial stage of the NP process – the review by Maldon District Council and subsequent Public Consultation.**

**26 MALDON DISTRICT COUNCIL LOCAL DEVELOPMENT PLAN – PREFERRED OPTIONS CONSULTATION AND BURNHAM NEIGHBOURHOOD PLAN (continued)**

The Town Mayor, Councillor Ron Pratt, thanked the NP Steering Group for all its efforts. All Members concurred with that view and requested that the Town Council's appreciation be recorded formally in the minutes and it was

**RESOLVED: - that**

- b) The Town Council records its congratulations and best thanks to the NP Steering Group for the very considerable time and effort it has dedicated, thus far, to the process of developing the Town's Neighbourhood Plan.**

At the Statutory Meeting of the Town Council held on Tuesday 13 January 2015, Members received the following:

- a) The Town Council's Statement to HM Inspector for the Maldon District LDP Examination in Public, commencing on Tuesday 20 January 2015 at Three Rivers' Golf and Country Club, Cold Norton **had not been accepted by the Inspector as he had ruled that it had not complied with the prescribed timetable.** However, the Town Clerk had discussed this in detail with the Inspector's Programme Officer and as a result the Chamber of Commerce had agreed to include the Town Council's statement in its presentation to the Hearing.
- b) The Town Clerk reported that the December 2014 Draft Neighbourhood Plan, as approved and adopted at the Special Meeting of the Town Council held on Tuesday 6 January 2015, had been submitted to MDC together with the amendments submitted by the NP Steering Group Clerk and their receipt had been acknowledged by MDC. David Coleman, Strategic Planning Policy Manager of MDC had stated that: -  
**"I will also be notifying MDC Members and Officers that the draft Plan has now been formally submitted to the Council, and therefore the emerging Plan may be a material consideration in the determination of planning applications. I will also notify the Planning Inspector undertaking the LDP Examination so that he is aware."**

At the Meeting of the Town Council held on Tuesday 10 February 2015, Members noted the following:

- a) Councillor Ron Pratt, the Town Mayor, stated that Maldon District Council is pleased with the progress of the Planning Inspectorate Examination in Public of the Maldon District Local Development Plan and awaits the interim conclusions from the Inspector.  
Education and transport issues had been highlighted and a further Report on the Eves Corner, (Danbury) traffic queuing had been agreed by all parties. The Inspector had congratulated the Planning Policy Officers on a professional job.
- b) Councillor Ron Pratt updated Members on the December 2014 Draft Neighbourhood Plan, as approved and adopted at the Special Meeting of the Town Council held on Tuesday 6 January 2015 and submitted to Maldon District Council for review, prior to Public Consultation and Referendum.  
All Members had received a copy of the email from Philip Bylo, Interim Senior Planning Officer at Maldon District Council, informing the Town Council that he and Jackie Longman had looked through all the policies of the Draft Plan and are of the view that it is suitable for public consultation.

**26 MALDON DISTRICT COUNCIL LOCAL DEVELOPMENT PLAN – PREFERRED OPTIONS CONSULTATION AND BURNHAM NEIGHBOURHOOD PLAN (continued)**

Councillor Pratt stated that he is keen to bring the eighteen months work to its conclusion and outlined what he thought was an achievable timeline for the next stage as follows: 16 February 2015 - start of six week consultation period, followed by review and amendments, up to 4 April 2015. The earliest date for submission to the Inspector would be 6 April 2015. Councillor Pratt confirmed that a Referendum requires agreement of 50% of those voting, before it becomes a legal document. Councillor Pratt stated that hard copies of the Draft Plan would be available in the Town Council Offices, Library etc. and that the Town Council would need to develop a single page 'press release'.

*The Neighbourhood Plan Steering Group agreed a four week informal consultation period from 27 February 2015.*

At the Meeting of the Town Council held on Wednesday 18 March 2015, Members received the following:

- a) An update on the progress of the Maldon District Local Development Plan, following the Planning Inspectorate Examination in Public, including the Town Council's response to the joint statement on Primary Education Provision.
- b) An update on the Draft Neighbourhood Plan, as approved and adopted at the Special Meeting of the Town Council held on Tuesday 6 January 2015, submitted to Maldon District Council for review, amended by Allies & Morrison and published as the February 2015 Draft on Friday 27 February 2015 for a four week informal Public Consultation.
- c) The Town Clerk has made another application to the Community Development Fund for financial support, as a result of the delay to the MDC Local Development Plan, for the further/additional work that will be required to be undertaken on the Neighbourhood Plan.
- d) The Town Mayor has received a request to consider the formation of a riverside Lido, as was provided some years ago, adjacent to the frontage of Riverside Park.

At the Meeting of the Town Council held on Wednesday 22 April 2015, Members received a report on the Steering Group Meeting that was held on Monday 20 April 2015 and noted that considerable work had been done by the Steering Groups' Working Groups to incorporate, where appropriate, the responses from the four week informal consultation. The Town Council's consultant, Steve Walker, from Allies and Morrison Urban Practitioners, attended the Meeting to clarify the ongoing process and take instructions on a timeline to see the Plan to its ultimate conclusion, that is a Town Referendum. This very much depends on the result of Mr David Vickery's, the Planning Inspector for the Examination in Public of Maldon District Council's Local Development Plan, findings, that will be published on Friday 8 May 2015.

## **27 PART NIGHT STREET LIGHTING**

On 24 March 2015, Essex County Council announced that in a move designed to have a positive impact on the night time economy in urban areas and benefit commuters, the hours of Part Night Lighting will be 'fine-tuned' and reduced by one hour. The operating hours of Part Night Lighting change from 12 midnight - 5am to 1am - 5am, six days a week, taking effect from Monday 30 March 2015, coinciding with the start of British Summer Time. The change covers every day of the week, apart from the early hours of Monday mornings, due to the earlier hours of closing (before midnight) and more limited commuter travel. In parts of Epping Forest, near underground stations, the hours of Part Night Lighting on Mondays will be from 1am to 5am. The changes to Part Night Lighting timings will mean 33.4million hours of additional lighting across the entire Essex network.

Part Night Lighting is on track to save approximately £1.4m per annum by the end of the financial year. As a result of rolling out Part Night Lighting, carbon emissions have been cut, resulting in an additional saving of £145,000 in carbon taxes to Central Government. The cost associated with the new regime is £300,000.

Over 70% of the 127,000 Council owned streetlights are operating part night lighting, with certain exceptions that meet the key criteria below:

Certain locations meeting the exception criteria will continue to be lit through the night, such as:

- Sites where there are a large number of conflicting traffic movements (eg. roundabouts) which are on significant routes (generally those lit by columns greater than 6m high)
- Sites where street lights are installed as a result of accident remedial measures
- Town Centre areas where there is one or more of the following features:
  - Publicly maintained CCTV
  - High proportion of high security premises (eg. banks, jewellers)
  - Areas of high crime risk
  - High concentration of people at night such as transport interchanges, nightclubs etc.
- Main approaches to town centre areas where there is a mix of development between residential and commercial/industrial (eg. not exclusively residential)
- Sites where the police can demonstrate that there is likely to be an increase in crime if the lights are switched off during part of the night (or that there will be a decrease in crime if the lights are switched back on)
- Remote footpaths and alleys linking residential streets
- Where there is a statutory requirement to provide lighting.  
Lighting for road signs, traffic bollards etc., will not be affected.

### **LED Streetlights to be piloted**

In December 2014, Essex County Council announced that an LED streetlight pilot scheme would be rolled out in 2015. This will accurately measure energy savings generated compared to conventional street lighting. It will also aid in establishing optimum light settings. Around 1,700 streetlights (of those that remain on all night) will be converted to LED in six Essex areas. The areas concerned are located in parts of Stansted Mountfitchet, Burnham Town, Maldon Town, Great Dunmow, Saffron Walden, Colchester Town.

## 27 PART NIGHT STREET LIGHTING (continued)

The Central Management System (CMS), devised by an Essex based company, which controls all 127,000 streetlights across the County, will be used to help manage the scheme. The system can automatically dim lights to compensate for their greater brightness compared with conventional street lighting. The CMS is the largest system of its kind in the world and puts Essex in a strong position to manage this form of lighting efficiently.

Councillor Rodney Bass, Essex County Council's Cabinet Member for Highways and Transportation said: "LED streetlights are energy efficient and have lower maintenance costs as, reputedly, the units have a much longer life expectancy than conventional lights. LED lights improve visibility for drivers at night as the light emitted interacts with potential obstacles which makes them clearer to see. They also cut glare as the light is directed downward onto the roadway, reducing the amount hitting the driver's eyes."

## 28 REVIEW OF ESSEX COUNTY COUNCIL RECYCLING CENTRE SERVICES

Councillor Roger Walters, Cabinet Member for Waste & Recycling at Essex County Council announced a survey to collect information from residents that use ECC Recycling Centres. The feedback collected would be used to help develop a Recycling Centre service strategy, ensuring that resources are targeted on those services that users deem most important.

At the Meeting of the Town Council held on Tuesday 11 February 2014, Members discussed the survey and its implications in light of the previous review carried out in 2011/2012 that resulted in the reduction of hours and opening restrictions for the Burnham Recycling Centre for Household Waste.

Members suggested that Councillor Walters be informed that the Town Council opposes any further changes to the Burnham site and this was conveyed to Councillor Walters accordingly.

At the Meeting of the Town Council held on Wednesday 28 May 2014, Members noted that Mr Peter Elphinstone and the Town Clerk had produced a draft survey form for Members approval. It was intended that the results will be reported to the meeting of the Town Council on Monday 23 June 2014 and thereafter forwarded to Essex County Council to be taken into account in any future review of the Burnham Centre and it was **RESOLVED: - that the survey form be approved, the Burnham Review be asked to publicise the survey and volunteers be encouraged to assist at the Centre.**

At the Meeting of the Town Council held on Monday 23 June 2014, Mr Peter Elphinstone reported on the survey of the users of the centre that had taken place since the May meeting. The results were detailed in a written report that was virtually 100% in favour of no further reductions in the opening times and opposition to any possible closure. Members considered the details and it was

**RESOLVED: - that**

- a) **the report and record sheets be forwarded, with the Town Council's full endorsement, to Councillor Roger Walters C.C. the Essex County Council's Cabinet Member for Waste and Recycling and Councillor Bob Boyce C.C. and**
- b) **Mr Elphinstone and his colleagues be congratulated on their initiative and efforts.**

## **28 REVIEW OF ESSEX COUNTY COUNCIL RECYCLING CENTRE SERVICES (continued)**

### **Essex County Council Recycling Centre Survey Results**

The intention of the recent public survey was to understand how Essex residents use the Recycling Centre service and which aspects of the service are of most importance to them. A total of 3499 completed surveys (submitted online or by post) were received and the results are presented below:

1. Do you use any of the Essex County Council Recycling Centres for Household Waste?

Yes 3379

No 120

**Total 3499\***

\*Some respondents did not answer all subsequent questions

2. Why don't you use Recycling Centres in Essex?

Too far to travel to 34

No means of travelling to centres 21

Not open when I need to use them 2

No need to use them 28

Accessibility issues at centres 4

Didn't know service existed 4

Use centre outside Essex 13

Other 23

**Total 129\***

\*Some respondents that answered 'Yes' to Q1 have also answered Q2

3. What is the single most important factor about Recycling Centres to you?

Open when I need to use them 476

Near to where I live/work/shop 1772

Near major roads 10

Easy to use on site 113

No queuing or waiting 77

Acceptance of all waste I take there 817

Other 22

**Total 3287**

4. Which Recycling Centre do you use most often?

Pitsea Hall Lane, Pitsea 94

Springwood Drive, Braintree 119

Perry Road, Witham 107

Coxtie Green Road, nr. Brentwood 25

Roman Road, Mountnessing 56

Canvey Road, Canvey Island 43

Drovers Way, Chelmsford 145

Ferrers Road, South Woodham Ferrers 765

Maldon Road, Shrub End, Colchester 267

Upland Road, West Mersea 522

Luxborough Lane, Chigwell 37

Brooker Road, Waltham Abbey 92

Temple Bank, Harlow 201

**28 REVIEW OF ESSEX COUNTY COUNCIL RECYCLING CENTRE SERVICES  
(continued)**

Springfield Road, Burnham-on-Crouch 127

Park Drive, Maldon 97

Castle Road, Rayleigh 75

Rush Green Road, Clacton 202

West End Lane, Dovercourt 137

Malting Lane, Kirby-le-Soken 100

Greensmill, Lawford 29

Thaxted Road, Saffron Walden 30

Other 13

**Total 3283**

5. Which Recycling Centres have you visited in the past 12 months?

Pitsea Hall Lane, Pitsea 121

Springwood Drive, Braintree 139

Perry Road, Witham 154

Coxtie Green Road, nr. Brentwood 41

Roman Road, Mountnessing 74

Canvey Road, Canvey Island 66

Drovers Way, Chelmsford 257

Ferrers Road, South Woodham Ferrers 793

Maldon Road, Shrub End, Colchester 396

Upland Road, West Mersea 512

Luxborough Lane, Chigwell 49

Brooker Road, Waltham Abbey 100

Temple Bank, Harlow 203

Springfield Road, Burnham-on-Crouch 144

Park Drive, Maldon 206

Castle Road, Rayleigh 97

Rush Green Road, Clacton 241

West End Lane, Dovercourt 149

Malting Lane, Kirby-le-Soken 134

Greensmill, Lawford 43

Thaxted Road, Saffron Walden 36

Other 44

**Total 3332**

6. Are you aware that as an Essex resident you can use any of the 21 Essex County Council Recycling Centres regardless of where you live?

Yes 2774

No 405

**Total 3179**

## 28 REVIEW OF ESSEX COUNTY COUNCIL RECYCLING CENTRE SERVICES (continued)

7. How frequently do you use Essex County Council Recycling Centres?

Daily 16

Weekly 634

Fortnightly 570

Monthly 951

Once every 2 months 474

3-4 times per year 459

1-2 times per year 126

Less than once a year 25

**Total 3255**

8. On the days you use a Recycling Centre, do you normally make a single trip or multiple trips to dispose of your waste/recycling?

Single trip 2402

Multiple trips 835

**Total 3237**

9. What, in your opinion, is a reasonable travelling time to your nearest Centre?

Response average = 13 minutes (total respondents 3188)

10. What are your preferred days to visit a Recycling Centre?

Weekdays (Mon to Fri) 984

Weekends (Sat and Sun) 1076

No preference 1154

**Total 3214**

11. If you could visit a Centre at any time of the day, when would you most visit?

7am – 9am 153

9am – Midday 1450

Midday – 5pm 1336

5pm – 8pm 242

After 8pm 18

**Total 3199**

12. If the Recycling Centres operated extended opening hours (before 9am or after 5pm) would you be more likely to use the centres on weekdays?

Yes 1525

No 1677

**Total 3202**

13. Do you use the kerbside collection provided by your local council to recycle waste?

Yes 2963

No 246

**Total 3209**

14. Do you frequently take items to Recycling Centres which could be put out for kerbside collection in your black bag/wheeled bin rubbish?

Yes 447

No 2777

**Total 3224**

## **28 REVIEW OF ESSEX COUNTY COUNCIL RECYCLING CENTRE SERVICES (continued)**

15. Why do you take your recycling to Recycling Centres rather than using your kerbside collection service?

Forget to place bins out in time for kerbside collection 27

More convenient/am passing centre anyway 50

Too much waste for kerbside collection 194

Lost my kerbside collection box/bin 10

Don't want waste stored at home/not enough storage 152

Kerbside collection is not collected 32

Visiting centre to dispose of waste not collected so bring other material at same time 175

Other 50

**Total 690**

16. Do you have any other feedback that you would like to be considered as part of the survey on Recycling Centres in Essex?

*Comments received in response to this question are being collated and will be considered in any proposals about future delivery of the service.*

Essex County Council is currently considering the options and opportunities for future delivery of the service and any proposals that develop are likely to emerge mid 2015.

## **29 SPONSOR CONSULTATION ON THE PROPOSAL TO RE-ESTABLISH CONTROLLED AIRSPACE IN THE VICINITY OF LONDON SOUTHEND AIRPORT**

London Southend Airport embarked on the process of reinstating controlled airspace in August 2012.

Controlled airspace is a defined area of airspace around an airport in which any aircraft must be in communication with air traffic control (ATC). Controlled Airspace is designed and 'tailored' specifically for each location and has to meet CAA criteria to encompass the instrument procedure areas necessary for the use of the airport whilst being of the minimum size to ensure other airspace users' operations can be accommodated to the maximum extent practical.

Controlled airspace exists to enable ATC to manage the flights around the airport with maximum safety and efficiency. With controlled airspace, aircraft will be obliged to talk to ATC which will ensure the required separation is maintained between aircraft and eradicates the need for unplanned routing.

London Southend Airport had controlled airspace until the early 1990's, when it was removed following a decrease in scheduled aircraft movements. The airport also had temporary controlled airspace during the London 2012 Olympic Games.

Now that the airport has scheduled flights again, it wants to give those flights the best service it can in terms of safety and efficiency - and that means applying for the re-instatement of controlled airspace.

**29 SPONSOR CONSULTATION ON THE PROPOSAL TO RE-ESTABLISH CONTROLLED AIRSPACE IN THE VICINITY OF LONDON SOUTHEND AIRPORT (continued)**

The organization that determines who can have an area of controlled airspace is the UK Civil Aviation Authority. The CAA requires each airport seeking controlled airspace to put forward a case which justifies their application, and shows that all interested parties have had an opportunity to make their views known. The CAA is then required to decide on the merits of the application or otherwise.

Following the submission of the formal Airspace Change Proposal to the CAA back in June 2014, the CAA announced on the 28 January 2015 the application for Class D airspace has been successful.

Safety and Airspace Regulation Group Director, Mark Swan, sent the following letter to all NATMAC Representatives as follows:-

**"CAA DECISION LETTER  
INTRODUCTION OF LONDON SOUTHEND AIRPORT (LSA) CLASS D CONTROL ZONE (CTR) & ASSOCIATED CONTROL AREA (CTA)**

**1. INTRODUCTION**

During the 1960s, Southend was London's third-busiest airport. It remained London's third-busiest airport in terms of passengers handled until the end of the 1970s, when the role of "London's third airport" passed to Stansted. Following its purchase by Stobart Group in 2008, there has been an ongoing programme of development at London Southend Airport (LSA), with a newly built terminal and control tower, an extended runway, and a regular rail service running from Southend Airport station to Liverpool Street station in central London.

easyJet began operating services by opening a base at LSA in April 2012, and Irish carrier Aer Lingus Regional began regular flights to Dublin in the May. As a result, the airport has seen a rapid increase in passenger numbers. Around 617,000 passengers used the airport during 2012 with 721,661 passengers in the 12 months following the commencement of these services. Passenger numbers grew to around 970,000 in 2013 and the total for 2014 was 1,098,598. The airport operator hopes to increase passenger numbers to five million per year by 2020.

This substantial growth in passenger numbers has resulted in Air Transport Movements (ATMs) increasing significantly since 2011. Commercial Air Traffic (CAT) being reintroduced at LSA has resulted in ATMs rising from a figure of about 1000 per year in 2009/10, to 8086 in 2012, 9475 in 2013 and 11,456 in 2014. Overall traffic figures for 2012 were 30,280; for 2013 the figure was 31,624 and the 2014 figure was 36,309. Non-CAT movements consist of maintenance, repair & overhaul traffic, (MRO), as well as GA, military, business and private aircraft.

**2. PROPOSAL OVERVIEW**

On 27th February 2013, LSA met with members of the CAA's Safety & Airspace Regulation Group (SARG) to conduct an Airspace Change Proposal (ACP) Stage 1 Framework Briefing on a plan to implement a Class D CTR and CTA in the vicinity of the airport.

**29 SPONSOR CONSULTATION ON THE PROPOSAL TO RE-ESTABLISH CONTROLLED AIRSPACE IN THE VICINITY OF LONDON SOUTHEND AIRPORT (continued)**

The airspace in the vicinity of Southend had previously given cause for concern due to five Airprox incidents in recent years including two recent Category A incidents. In both of these cases the UK Airprox Board concluded that the aircraft proximity meant that a serious risk of collision existed. The LSA CAS ACP is intended to enhance the protection of passenger-carrying CAT flights in the critical stages of flight and of other aircraft operating in the vicinity of LSA. At the Framework Briefing and over the course of the project, CAA experts have provided assistance to LSA in terms of helping them to understand the requirements of the airspace change process including the need for the appropriate level of consultation. Between 20th September and 19th December 2013, LSA conducted a sponsor consultation based on an airspace design which LSA believed at that time to be the minimum needed to meet their safety requirements; (see Enclosure 1).

In February 2014, LSA produced a Consultation Report demonstrating that it had taken account of stakeholder input to the consultation and as a result, the shape and size of the proposed CTR/CTA was reduced to take account of the requirements of stakeholders; (see Enclosure 2). LSA then submitted an ACP to the Airspace Regulation (AR) team on 30th May 2014 and operational and environmental assessments were carried out by the respective CAA team members.

Due to safety concerns following the series of Airprox incidents, the CAA encouraged LSA to consider the introduction of a Radio Mandatory Zone (RMZ) and this was implemented in time for the summer of 2014. LSA was required to complete a 60 day review following implementation and they provided an in depth report covering the benefits and weaknesses of operating an RMZ in the vicinity of LSA. Of particular note was the fact that a surprisingly high percentage of traffic appeared to pay no attention to the RMZ at all and did not call Southend to enter the airspace. It is not known whether these occurrences took place due to a lack of awareness of the RMZ or whether it was because the airspace classification remains as Class G, with pilots being unaware of the requirement to make a radio call to Southend. It should also be noted that although aircraft are required to establish contact with LSA within the RMZ, they are not required to comply with any requests for co-ordination due to the uncontrolled nature of Class G airspace. This has a negative impact on the deconfliction minima which can be used and on the utilisation of the airspace. Due to the complex nature of the airspace, the high traffic density and the number of non-transponder equipped aircraft, many of which are not visible on radar, an RMZ was not considered to be a permanent solution for the airspace around LSA.

During the compilation of the operational Case Study, it was realised that the LSA requirement for CAS was predicated on not just the present situation but also the requirement for containment of RNAV 2 procedures that would be introduced at a later date and would serve to link in with and complement the London Airspace Management Programme (LAMP) phase 1A changes over south-eastern England.

To tie in with the London City and Stansted developments associated with LAMP, LSA is proposing RNAV SIDs<sup>3</sup> that would procedurally deconflict all future RNAV departures from other airport's procedures.

**29 SPONSOR CONSULTATION ON THE PROPOSAL TO RE-ESTABLISH CONTROLLED AIRSPACE IN THE VICINITY OF LONDON SOUTHEND AIRPORT (continued)**

Following internal debate concerning the amount of CAS proposed for Southend, a team of CAA specialist airspace regulators engaged extensively with LSA in order to reach agreement on further reducing the size of the controlled airspace (CAS). It was also determined that complete containment of proposed LSA procedures was not required at this stage due to the number of commercial movements currently supported by the airport.

I have therefore approved the more limited airspace change, see Enclosure 3. If LSA wishes to introduce any further CAS, the airport would first need to prove that traffic levels and/or levels of complexity justify the requirement for this airspace and a separate ACP would have to be submitted in order to gain CAA approval.

If such an application is received within two years of implementation and the increased airspace requirement is within that contained in Enclosure 4, there would not be a requirement for further consultation, as LSA has already consulted on this airspace.

**3. AIRSPACE EFFICIENCY**

I am required to secure the most efficient use of airspace consistent with the safe operation of aircraft and the expeditious flow of air traffic. I am satisfied that the protection provided by the new LSA CAS will enhance the service provision to passenger carrying CAT flights in the critical stages of flight and to other aircraft operating in the vicinity of LSA whilst still allowing airspace users to access the airspace as required.

**4. AIRSPACE USERS**

I am required to satisfy the requirements of operators and owners of all classes of aircraft. Objections were received from the general aviation community and many of these were based on the size of the proposed CAS. LSA has since made continued efforts to minimise the impact of CAS on other airspace users by reducing the size of the CTR and CTA and this has enabled me to approve this proposal. A Class D CTR plus an RMZ or Transponder Mandatory Zone (TMZ) in Class G airspace would have made the airspace unnecessarily complex whilst not providing benefits in terms of more efficient management of the airspace. The Class D designation of both the CTR and CTA also means that access will continue to be available to the majority of aircraft operators.

Other airspace user requirements have largely been met, although it is likely to prove difficult for LSA to accommodate gliders that are unable to maintain a required level or level band. Also, despite commitments from LSA to accommodate them where possible, some non-radio traffic may not be able to access the airspace. With that in mind, LSA has already adapted the shape and size of their proposed CTR in order to enable microlights and other non-radio traffic to utilise the airspace adjacent to the CTR whilst remaining below the CTA. I am also satisfied that LSA have provisioned adequate ATC resources to enable reasonable demand for crossing services to be accommodated safely.

**29 SPONSOR CONSULTATION ON THE PROPOSAL TO RE-ESTABLISH CONTROLLED AIRSPACE IN THE VICINITY OF LONDON SOUTHEND AIRPORT (continued)**

Letters of Agreement (LoAs) are being negotiated with the adjacent airstrips at Barling, Burnham, St Lawrence and Tillingham, as well as with Stoke Airfield and Canewdon Paragliders. They all contain commitments to resolve ATS procedures and to accommodate airspace requirements.

**5. INTERESTS OF OTHER PARTIES**

The MoD Shoeburyness danger area complex straddles the new airspace structure. LSA has long standing procedures in place to ensure separation from these danger areas (D136/D138/D138A/D138B) when they are active and these procedures will continue to be utilised once CAS is implemented.

**6. ENVIRONMENTAL CONSIDERATIONS**

The environmental impact of this change is considered to be minimal as CAT at LSA will continue to utilise the same routes as before, albeit on a more predictable and efficient basis under the protection of CAS. Whilst some general aviation traffic will need to, or will choose to route around the LSA CAS, most traffic will have the option of contacting LSA to gain a clearance to transit the airspace. I have therefore concluded that the overall environmental impact of this change is broadly neutral.

**7. SAFETY**

Whilst there is a high density of diverse airspace activity in the airspace around LSA, airspace users have not always participated in the ATS available and slow moving traffic is not always seen on radar. Five Airprox incidents (three of which included CAT) have occurred since CAT resumed at LSA, meaning that a 'do nothing' option is not appropriate in this instance. I believe that the implementation of Class D CAS will enhance the protection of passenger carrying CAT flights in the critical stages of flight and of other aircraft operating in the vicinity of LSA.

As well as the 'do nothing' option, LSA has considered options which involved retaining Class G airspace but introducing either an RMZ or a Transponder Mandatory Zone (TMZ) or a combination of the two. From their experience of operating an RMZ, LSA considered their ability to establish and maintain consistent protection of CAT traffic to be in doubt. This was partly due to the high percentage of traffic which appeared to pay no attention to the RMZ and did not call Southend in order to enter the airspace. Additionally, whilst the need for a Class D CTR is recognised by the CAA, the extra complexity of a Class D CTR combined with a Class G RMZ/TMZ and the difference in requirements for each was considered likely to be a cause of more infringements rather than a means to reduce them. Therefore, due to the complex nature of the airspace, the high traffic density and the number of non-transponder equipped aircraft, many of which were not visible on radar, an RMZ was not considered to be a permanent solution to resolve the safety issues which exist in the airspace around LSA.

The role of the CAA is to ensure the safe, efficient and equitable usage of all UK airspace by all users and within that context my primary duty is to maintain a high degree of safety in the provision of air traffic services.

**29 SPONSOR CONSULTATION ON THE PROPOSAL TO RE-ESTABLISH CONTROLLED AIRSPACE IN THE VICINITY OF LONDON SOUTHEND AIRPORT (continued)**

As such, based on the findings of my staff in the CAA Safety and Airspace Regulation Group (SARG), I have concluded that a Class D CTR and CTA will enhance the safety of the airspace around LSA whilst enabling the majority of other airspace users to gain access to the airspace subject to receiving an ATC clearance. The appropriate safety management processes resulting from this airspace change will be completed prior to the introduction of any operational change and thus safety levels will be assured.

**8. NATIONAL SECURITY**

I am satisfied that national security will not be impacted by this proposal and the specific consultation requirements with the Secretary of State for Defence have been discharged by correspondence with the MoD which has confirmed it is content with this proposal.

**9. REGULATORY DECISION**

I am satisfied that the new CAS arrangements will help support greater safety and efficiency levels in the airspace surrounding LSA whilst not unduly disadvantaging other airspace users. I am also satisfied that the revised option put forward following changes made after consultation and liaison between the CAA and LSA is the appropriate option. I have therefore decided to approve the airspace as portrayed in Enclosure 3 for implementation on AIRAC 04/2015 (2nd April 2015). This airspace will be reviewed six months after implementation to ensure that it is working as anticipated..."

Southend controlled airspace was established on 2 April 2015.

*London Southend Airport Operations Director Jason Ivey said "Safety and security are our number one priority. Controlled Airspace safeguards aircraft when they are approaching and departing the airport. Improving our efficiency by getting aircraft in and out of the airport without alterations and delays will also minimise the impact of the airport on the local community and is better for the environment. Now that we have around one million passengers a year using the airport – a similar level to when controlled airspace was previously in operation - the re-establishment of controlled airspace around London Southend Airport is timely and welcome news."*

**D AND FINALLY...**

**CONDOLENCES**

In a small community such as Burnham on Crouch, the passing of those who have contributed to the wellbeing of the Town, impacts on everybody's lives.

**The Town Council offers its condolences to the families of the following residents: -**

**Kim Allen, Rita Deacon, Adrian Faulkner, Gary Harrison, Alice Ives, Valerie Law, Tubby Lee, Phil Mounsey, Alan Saywood, Roy Walton and Laughlin Whiteley (Lockie).**

**The Town Council also extends its condolences to all those families who have lost a loved one during the past twelve months.**

**DAVID J. MCNEILL  
TOWN CLERK**

**APRIL 2015**