



Councillor Bob Calver, Town Mayor

Sarah Grimes, Town Clerk

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

17 May 2017

Dear Sir/Madam,

TOWN COUNCIL MEETING

You are summoned to attend a **Meeting of the Burnham-on-Crouch Town Council**, to be held in the Council Chamber of these Offices on **Wednesday 24 May 2017 at 7.30 pm.**

Yours faithfully,

A handwritten signature in black ink, appearing to be 'SSG'.

TOWN CLERK

N.B. The Council Chamber has the benefit of an infra-red loop system. Any person attending the Meeting who requires assistance with their hearing should ask the Town Clerk who will be pleased to help.

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTERESTS

All Town Councillors have completed their Statutory Declarations of Interests in accordance with the Localism Act 2011 and the Code of Conduct for Members, adopted by the Town Council.

Members are required to declare the existence and nature of any 'personal or prejudicial' interests relating to items on the Agenda having regard to the Code of Conduct for Members. Members are reminded that they are also required to declare interests as soon as they become aware should the need arise throughout the Meeting.

3 TOWN MAYOR'S ANNOUNCEMENTS

4 'SEAN' (Support an Essex Admiral Nurse)

Further to Minute 299 of the Meeting of the Town Council held on Tuesday 14 March 2017, to receive a presentation from Julia Mells, Chairman of 'Support an Essex Admiral Nurse with Dementia UK Working Group', and Cristina Franchi, Chair of Trustees of 'Dengie D-Caf', outlining the Admiral Nurse scheme and the objectives of the working group.

5 MINUTES AND MATTERS ARISING

To confirm the Minutes of the Meeting of the Town Council held on Wednesday 12 April 2017, the Extraordinary Meeting of the Town Council held on Tuesday 18 April 2017 and the Statutory Annual Meeting of the Town Council held on Wednesday 10 May 2017.

6 PLANNING COMMITTEE MINUTES

To receive the confirmed Minutes of the Planning Meetings held on Tuesday 2 and Monday 15 May 2017.

7 ENVIRONMENT COMMITTEE

- i) To adopt the minutes of the Environment Committee meeting held on Wednesday 29 March 2017 (deferred from 12.4.17, Minute 328 refers),
- ii) the minutes of the Environment Committee meeting held on Wednesday 17 May 2017 will be tabled,
- iii) to receive recommendations from the above meetings and pass any Resolutions and Orders as may be necessary, and
- iv) to receive an update from Councillor Vanessa Bell on the 'Paint it Pink' trial.

Further to Minute 10 of the Statutory Annual Meeting of the Town Council held on Wednesday 10 May 2017, as follows:

RESOLVED: - that an Item on the remit and future of the Environment Committee be included on the Agenda for the next Meeting of the Town Council to be held on Wednesday 24 May 2017.

Members are requested to consider and determine the above.

8 TOWN CLERK'S REPORT

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

9 DIARY DATES

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

10 CO-ORDINATORS' REPORTS

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

- a) General Purposes
- b) Highways

11 DISTRICT COUNCILLORS' REPORTS

To receive reports from District Councillors.

12 TOWN COUNCIL REPRESENTATIVES' REPORTS

To receive reports from Town Council Representatives on external bodies/organizations.

13 ACCOUNTS AND TRANSFER OF FUNDS

- a) To approve the payment of Accounts for May 2017 and agree a transfer of funds to meet the Town Council's financial requirements.
- b) To receive the comparison of actual to budgeted payments and receipts to May.

14 GRANTS AND DONATIONS

The Budget for 2017/2018 is £2,800

All Members have received a copy of the letter from Suzanne Brewer, Healthy Schools co-ordinator at St Mary's C. of E. Primary School, requesting a donation of £100 to enhance and develop school gardening.

Members are requested to consider and determine the above.

15 TOWN COUNCIL SURGERIES

A Surgery will be held in the Council Offices between 10.30 and 11.30 am on the following dates: - (no appointment is necessary)

SATURDAY 10 June – to be determined

SATURDAY 8 July – to be determined

16 LOCAL DEVELOPMENT PLAN (LDP) and NEIGHBOURHOOD PLAN (NP)

- a) To receive an update on the Maldon District Local Development Plan.
- b) The Former Town Clerk will give an oral report on the following: -
 - i) MDC Planning & Licensing Committee on 25 April 2017;
 - ii) MDC Full Council on 11 May 2017;
 - iii) Formal documentation published by MDC – Schedule of Examiner's recommendations, Decision Statement and Public Notice of Referendum;
 - iv) Proposals for the Town Council's publicity and costs associated therewith and
 - v) Proposals for the cover of the final published document to be issued to interested parties and to be retained as a planning reference document.

17 RSPB WALLASEA ISLAND WILD COAST PROJECT (standing item)

To receive any updates in respect of the above.

18 NEIGHBOURHOOD ACTION PANEL (formerly local police community meeting)

All Members have received a copy of the agenda and supporting documentation for the next meeting of the above, which will be held on Thursday 25 May 2017.

19 PEDESTRIAN CROSSING IN CHURCH ROAD

To receive a report from Councillor Mrs Wendy Stamp.

All Members have received a copy of the email from Councillor Ron Pratt C.C. in respect of the above. Zebra Crossing civil works are programmed to commence on Monday 22 May 2017. Public Notices relating to the above have been posted on the Town Council's notice boards.

20 RESOLUTION FROM THE ANNUAL TOWN MEETING

Members are requested to consider the following Resolution from the above Meeting which was held on Thursday 27 April 2017: -

b) *Allison Barton –*

“It is proposed that Burnham town council should actively support the BOLD, (Burnham's Own Leisure Development) campaign to give the town better sporting facilities to include a swimming pool, gym and possibly a climbing wall.”

RESOLVED: - Agreed – to be considered at the Meeting of the Town Council to be held on Wednesday 24 May 2017.

21 AUDIO VISUAL EQUIPMENT FOR THE TOWN COUNCIL CHAMBER

To receive an update on the above.

22 BANKING ARRANGEMENTS

Further to Minute 13 of the Statutory Annual Meeting of the Town Council held on Wednesday 10 May 2017, to receive a report from the Town Clerk.

23 ANY OTHER BUSINESS

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

24 QUESTIONS

To receive questions from the public and press and to respond accordingly wherever practicable, failing which an answer will be communicated to the questioner as soon as possible following the Meeting.

25 EXCLUSION OF THE PUBLIC AND PRESS

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

26 STAFF MATTERS

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

27 CLOSURE OF THE MEETING

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