



Councillor Bob Calver, Town Mayor

Sarah Grimes, Town Clerk

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

20 June 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 **Tuesday 27 June 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 ELECTION OF DEPUTY TOWN MAYOR

Following Councillor Mrs Una Norman's formal resignation on Thursday 25 May 2017, to elect the Deputy Town Mayor for 2017/2018.

3 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.

4 TOWN MAYOR'S ANNOUNCEMENTS

5 MINUTES AND MATTERS ARISING

To confirm the Minutes of the Meeting of the Town Council held on Wednesday 24 May 2017.

6 PLANNING COMMITTEE MINUTES

To receive the confirmed Minutes of the Planning Meetings held on Wednesday 24 May and Monday 5 June 2017.

7 TOWN CLERKS' REPORT

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

8 DIARY DATES

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

9 CO-ORDINATORS' REPORTS

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

- a) General Purposes
- b) Highways
- c) Environment

10 DISTRICT COUNCILLORS' REPORTS

To receive reports from District Councillors.

11 TOWN COUNCIL REPRESENTATIVES' REPORTS

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

All Members have received a copy of the report from the Town Council's Footpath Representatives.

12 ACCOUNTS AND TRANSFER OF FUNDS

- a) To approve the payment of Accounts for June 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 June 2017.
- c) To approve the Annual Return and Accounts for 2016/2017 for submission to PKF Littlejohn LLP, the External Auditor appointed under the Local Audit and Accountability Act 2014.

13 GRANTS AND DONATIONS

The Budget for 2017/2018 is £2,700

a) Dengie Project Trust - Further to Minute 27 3) of the Meeting of the Town Council held on Wednesday 24 May 2017, all Members have received a copy of the Trustees' Report and Financial Statements for the year ended 31 March 2016. The Trust is looking to provide a) equipment for its wet room – shower chair £39.54, shower wheelchair £130.00, shower wear for carers £16.70 per 1000 units and b) side tables for each of the twenty day room chairs at a cost of £20.00 per unit.

b) Burnham Young Mariners Bursary – Further to Minute 368 c) of the Meeting of the Town Council held on 13 April 2016, as below: -

“Burnham Young Mariners Charity – Members considered the request from Michael Pudney, Chairman of the Trustees of the above charity, for the Town Council to recognise the role played by the Young Mariners, the origins of which go back to 1888.

13 GRANTS AND DONATIONS (continued)

Mr Pudney had suggested that the Town Council may like to consider a memorial bench. Councillor Bob Calver suggested that a more appropriate recognition would be an Annual Bursary of £100:00 to a young person in the Town to further their studies, sporting pursuits or community aspirations – the charity to receive the grant having assessed all applications each year. Initially for five years that would equate to the cost of a memorial bench and it was

RESOLVED: - that the Annual Bursary of £100 be agreed.”

a request has been received from Margaret Mellard for the annual Bursary. Last year the Charity was able to fund a Young Engineers Award to a student at Ormiston Rivers Academy.

Members are requested to consider and determine the above.

14 TOWN COUNCIL SURGERIES

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

SATURDAY 8 July – Councillor Mrs Wendy Stamp

SATURDAY 12 August – Recess

SATURDAY 9 September – to be determined

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

a) To receive an update on the Maldon District Local Development Plan.

b) To receive an update on the Neighbourhood Development Plan.

16 RSPB WALLSEA ISLAND WILD COAST PROJECT (standing item)

To receive any updates in respect of the above.

17 NEIGHBOURHOOD ACTION PANEL (formerly local police community meeting)

All Members have received a copy of the notes of the Meeting held on Thursday 25 May 2017.

18 PEDESTRIAN CROSSING IN CHURCH ROAD

To receive a report from Councillor Mrs Wendy Stamp.

19 AUDIO VISUAL EQUIPMENT FOR THE TOWN COUNCIL CHAMBER

Further to Minute 40 of the Meeting of the Town Council held on Wednesday 24 May 2017, to receive a Report from Councillor Mrs Stamp.

20 BANKING ARRANGEMENTS

Further to Minute 41 of the Meeting of the Town Council held on Wednesday 24 May 2017, to receive a Report from the Town Clerk.

21 ALLOTMENTS

i) To receive a report from Members who attended the annual inspection of the allotments on Sunday 11 June 2017,

ii) to note that a meeting has been arranged for Monday 5 July 2017 with the Allotment Holders' Association Committee to discuss any issues arising from the inspection,

ii) to note that the Annual Show will take place on Saturday 12 2017 August in the Village Hall.

22 CASUAL VACANCY IN THE NORTH WARD OF THE TOWN

To receive an update on the above.

23 REPRESENTATIVES ON EXTERNAL ORGANIZATIONS/BODIES

Following Councillor Mrs Una Norman's formal resignation on Thursday 25 May 2017, to appoint Members to represent the Town Council on external organizations/bodies.

| | EXTERNAL ORGANIZATIONS/ BODIES | APPOINTEE/S |
|----|---|--|
| 3 | Essex County Council's Parish Transport Meetings (twice yearly) | Rev. Paul Haworth and ???? |
| 6 | Aylett's Charity | Cllrs. Mrs Helen Elliott, ???? and Mrs Louise Pudney |
| 9 | Memorial Fund (the account was changed to the Clock Tower fund that has now been expended) | Cllrs. Mrs Helen Elliott, ???? and Neil Pudney |
| 10 | Friends of Hester Place | ???? |
| 11 | Station House Management Committee | Town Mayor, Cllrs. Peter Elliott, ???? plus Mrs Tracy Saunders, AGA, ESSCRP, ECC(Arts), BTF & the Town Clerk |
| 13 | Railway Bridge Task Force | ???? |
| 15 | Tourist & Community Information Centre Liaison Committee | |
| 18 | Local Liaison Committee for RSPB Wallasea Island Coastal Wildlife Reserve | Cllr. Peter Elliott and ???? |
| 23 | Dengie Hundred Bus Users' Group | ???? |
| 26 | Riverside Park Task Force | Cllrs. Vanessa Bell, Bob Calver, ???? and Mrs Wendy Stamp |
| 27 | Coastal Community Team | Cllrs. ???? and Mrs Wendy Stamp |

24 ANY OTHER BUSINESS

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

25 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.

26 EXCLUSION OF THE PUBLIC AND PRESS

Councillors to Resolve that by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

27 STAFF MATTERS AND LAND MATTERS

To receive reports from the Appointments Panel and the Asset Management Panel in respect of the above.

28 CLOSURE OF THE MEETING

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