



Councillor Bob Calver, Town Mayor

Sarah Grimes, Town Clerk

Tel: 01621 783426

Email: office@burnhamtowncouncil.com

**Council Offices
Chapel Road
BURNHAM-ON-CROUCH
Essex
CM0 8JA**

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

3 January 2018

Dear Sir/Madam,

**TOWN COUNCIL BUDGET MEETING – PROJECTED OUTTURN 2017/18 AND
ORIGINAL BUDGET 2018/19**

You are summoned to attend the **Budget Meeting** of the Burnham-on-Crouch Town Council, to be held in the Council Chamber of these Offices on **Tuesday 9 January 2018 at 7.30 pm.**

Yours faithfully,

TOWN CLERK

N.B. The Council Chamber has an infra-red loop system. Anyone 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 TOWN MAYOR'S ANNOUNCEMENTS

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 LOCALISM ACT 2011 – DISCLOSABLE PECUNIARY INTERESTS (DPI’s)

Members are reminded of the following resolution that was agreed at the Statutory Annual Meeting of the Town Council on Wednesday 10 May 2017: -

“7 LOCALISM ACT 2011 – DISCLOSABLE PECUNIARY INTERESTS (DPI’s)

Members were reminded that at the Statutory Meeting of the Town Council on Wednesday 16 January 2013 the Town Council adopted the recommendations of the Monitoring Officer for the Maldon District in respect of land owned, or property rented, by Members/spouses and the setting of the Annual Precept, by Members who are MDC Council Tax payers, constituting DPI’s. As a precautionary measure, until there is a definitive determination of the above DPI issue by Government Regulation the Town Council was recommended to Resolve as follows: -

“that the Town Council grant a General Dispensation to all Members, in accordance with the pro-forma report set out in the MDC Monitoring Officer’s recommendation dated 7 January 2013, as an integral part of the Town Council’s Statutory Annual Meeting in May each year and a similar General Dispensation to all Members as an integral part of the Annual Budget Meeting in October/November each year” and it was

RESOLVED: - accordingly.”

Members are recommended to agree a similar General Dispensation to all Members in respect of the setting of the Annual Precept.

5 MINUTES AND MATTERS ARISING

The Minutes of the Meeting of the Town Council held on Tuesday 12 December 2017 will be presented for confirmation at the Statutory Meeting of the Town Council to be held on Tuesday 23 January 2018.

6 PLANNING MINUTES

To receive the confirmed Minutes of the Meetings held on Tuesday 12 and Monday 18 December 2017.

7 TOWN CLOCK

To receive a Report from the Town Clerk.

8 PROJECTED OUTTURN 2017/2018

To receive the Town Clerk’s Report on actual and projected income and expenditure for 2017/2018 and to determine issues brought forward from previous Meetings.

9 ORIGINAL BUDGET 2018/2019

To receive the Town Clerk’s Report and draft proposals, including issues brought forward from previous Meetings, for the above and, subject to consideration thereof, to recommend a Budget for 2018/2019 to reflect the Town Council’s commitments and spending plans.

10 TOWN COUNCIL PRECEPT FOR 2018/2019

Notification has been received from Maldon District Council that the Council “Tax Base” for 2018/2019 for Band D properties is 3041.7.

Members are requested to determine a Precept for 2018/2019 at this Budget Meeting (see item 11 below).

11 NOTIFICATION TO MALDON DISTRICT COUNCIL

The District Council set the overall "Tax Base" at its Council Meeting held on Thursday 21 December 2017, it having been considered by the Finance and Corporate Services Committee at its Meeting on Tuesday 28 November 2017.

Maldon District Council has asked that Town and Parish Councils submit their Precept requirements, for 2018/2019, by Friday 12 January 2018.

This information will then be aggregated with the District Council's recommended Council Tax levels as discussed at the Finance and Corporate Services Committee at its Meeting on Tuesday 30 January 2018, and presented to the Council Meeting on Thursday 8 February 2018, at which it will formally set the 2018/2019 District Council Tax levels (including the local precept element from Town and Parish Councils).

The full Council Tax levels (including information from Essex County Council, Essex Fire Authority and the Police and Crime Commissioner) will be set at the Finance and Corporate Services Committee on Tuesday 6 March 2018.

12 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.

13 ANY OTHER BUSINESS

For the exchange of urgent information or to allow genuinely urgent issues to be raised.

14 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.

15 STAFF MATTERS

To receive the Annual Report on National Conditions of Service, Salary Scales and Allowances.

16 CLOSURE OF THE MEETING

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