



**Councillor Ron Pratt, Town Mayor**

**Sarah Grimes, Town Clerk**

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CM0 8JA**

**To All Town Councillors and  
Electors of the Parish of Burnham on Crouch**

4 April 2017

Dear Sir/Madam,

## **ANNUAL TOWN MEETING**

You are invited to attend the above Meeting to be held in the **COUNCIL CHAMBER OF THESE OFFICES ON THURSDAY 27 APRIL 2017, commencing at 7.30 pm.**

The Agenda for the Meeting is on the reverse of this Summons.

Yours faithfully,

TOWN MAYOR

### **IMPORTANT NOTICES**

- 1 LOCAL GOVERNMENT ELECTORS, INCLUDED ON THE CURRENT ELECTORAL ROLL, IN THE PARISH OF BURNHAM ON CROUCH ARE ENTITLED TO SPEAK AND, IF REQUIRED, TO VOTE AT THIS ANNUAL MEETING.**
- 2 THIS MEETING WILL BE HELD WITHIN THE "PURDAH PERIOD" PRIOR TO THE ESSEX COUNTY COUNCIL ELECTIONS ON THURSDAY 4 MAY 2017. AS SUCH, SPECIAL AND SPECIFIC RULES OF DEBATE WILL APPLY. THESE RULES WILL BE EXPLAINED TO ALL PARTICIPANTS BEFORE THE FORMAL PROCEEDINGS OF THE MEETING ARE COMMENCED.**
- 3 THE AGENDA FOR THE MEETING IS SET OUT ON THE REVERSE OF THIS SUMMONS.**
- 4 RESOLUTIONS UNDER AGENDA ITEM 9 ARE REQUIRED TO BE SUBMITTED, IN WRITING/BY EMAIL, TO THE TOWN CLERK AS DETAILED ABOVE, AT LEAST SEVEN CLEAR DAYS BEFORE THE MEETING AND AT THE LATEST BY NOON ON TUESDAY 18 APRIL 2017.**
- 5 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.**

**ANNUAL TOWN MEETING OF THE PARISH OF BURNHAM-ON-CROUCH  
THURSDAY 27 APRIL 2017, AT 7.30 pm IN THE COUNCIL CHAMBER OF THE COUNCIL  
OFFICES, CHAPEL ROAD, BURNHAM-ON-CROUCH, ESSEX, CM0 8JA.**

**AGENDA: -**

**1 APOLOGIES**

Apologies for absence.

**2 DECLARATIONS OF INTEREST**

**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 of an interest throughout the Meeting.

**3 MINUTES AND MATTERS ARISING**

To confirm the Minutes of the Annual Town Meeting held on Wednesday 27 April 2016 and to deal with any matters arising therefrom.

**4 ANNUAL REPORT**

The Town Clerk to present the Annual Report of the Town Council for 2016/2017.

**5 ESSEX POLICE – MALDON DISTRICT**

To receive a report from Chief Inspector Ronnie Egan, Chelmsford and Maldon District Commander.

**6 MALDON DISTRICT COUNCIL**

To receive a report from Ms Fiona Marshall, Chief Executive of Maldon District Council.

**7 ESSEX COUNTY COUNCIL**

To receive a report from Councillor Bob Boyce, MBE, CC, the Town's representative on Essex County Council.

**8 REPRESENTATIVES TO EXTERNAL BODIES/ORGANIZATIONS**

To receive reports from representatives appointed by the Town Council to external bodies/organizations (usually submitted in writing and incorporated in item 4 above).

**9 RESOLUTIONS**

To consider resolutions for which 7 clear days written notice have been given (see Notice 4 over).

**10 OFFICIAL ANNOUNCEMENTS.**

The Town Mayor to make any appropriate announcements.

**11 CLOSURE OF THE MEETING**

To close the Meeting at the conclusion of all business.