



**Councillor Fiona Clegg
Town Mayor**

**Sarah Grimes, Town Clerk
Telephone: 01621 783 426
email office@burnhamtowncouncil.com**

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

2 September 2020

ALL COUNCILLORS BURNHAM-ON-CROUCH TOWN COUNCIL

Dear Sir/Madam,

TOWN COUNCIL MEETING

You are summoned to attend a **Meeting of the Burnham-on-Crouch Town Council**, to be held remotely* (on Microsoft teams) on **Tuesday 8 September 2020 at 7.30 pm.**

*** The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020**, enable meetings to be held remotely, and allow local authorities to hold and alter the frequency and occurrence of meetings without the need for further notice. The changes in legislation have been made in order to help smaller authorities in the performance of their duties as a result of the restrictions of movement and limitations on social contact necessary to limit the spread of the Covid-19 virus.

Members of the Public and Press are welcome to attend the Meeting. Anyone so wishing must provide their email address to the Town Clerk at office@burnhamtowncouncil.com or by telephone on 01621 783 426, by 9.30 am on Monday 7 September 2020 at the latest. A link to join the Meeting will be sent to them. Personal data will be processed in accordance with Article 6 of the General Data Protection Regulation 2018 (GDPR).

Supporting documentation for Agenda Items held in the public session of this Meeting will be available via the Council's website.

In order to facilitate the efficient running of remote Council Meetings, members of the public and press are requested to send questions relating to an Agenda Item to be considered under **"7 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA"** in writing, to the Town Clerk, by 9.30 am on the day prior to the Meeting.

Yours faithfully,

TOWN CLERK

Sound Recording of Meeting

Please note that the Council will be recording any part of this Meeting held in open session for subsequent publication on the Council's website. Members of the public attending the Meeting with a view to speaking are deemed to be giving permission to be included in the recording.

The Town Mayor will explain the procedures for speaking and voting at the Meeting.

AGENDA

1 APOLOGIES FOR ABSENCE

To receive 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

To receive the Town Mayor's announcements.

4 CO-OPTION

Members are requested to receive written applications for the office of Town Councillor and co-opt a candidate to fill a vacancy in the north ward.

Candidates have completed a short application form and confirmed their eligibility for the position of councillor within the statutory rules (Local Government Act 1972 section 79). Forms have been returned to the town clerk by the prescribed deadline (26 August).

Eligible candidates will be invited to attend the meeting and speak for a maximum of five minutes. Candidates will be asked to introduce themselves, give a resume of their background and experience, and explain why they wish to become a member of the council. The process will be carried out in the public session. Following candidates' submissions, the council will proceed to a vote.

5 MINUTES

To confirm and sign the Minutes of:

1. the Meeting of the Town Council held on Tuesday 18 February 2020,
2. the Extraordinary Meeting of the Town Council held on Friday 20 March 2020,
3. the Statutory Meeting of the Town Council held on 23 July 2020 and,
4. the Extraordinary Meeting of the Town Council held on Friday 24 July 2020.

6 PLANNING COMMITTEE MINUTES

To receive and sign:

1. the confirmed Minutes of the Planning Meetings held on Tuesdays 18 February and 3 March 2020,
2. the notes of applications considered during delegated authority (in accordance with Minute 272 of 20 March 2020 - "It was **RESOLVED**: - a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.")

6 **PLANNING COMMITTEE MINUTES (continued)**

17 March, 31 March, 14 April, 5 May, 19 May, 2 June, 30 June, 14 July, 28 July 2020 and,

3. the notes of the meetings held on 11 and 25 August 2020, between the Town Clerk, Town Mayor, Deputy Mayor and Planning Clerk, during the Town Council's summer recess (in accordance with Minute 293 of 24 July 2020).

7 **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA**

To receive written questions from the public and press (in accordance with Minute 292 of the Extraordinary Meeting of the Town Council held on Friday 24 July 2020).

8 **TOWN CLERK'S REPORT**

To receive the Clerk's Report (below) and pass any Resolutions and Orders as necessary.

The Essex County Council (Maldon District) (Prohibition of Waiting, Loading and Stopping) and (On-Street Parking Places) (Civil Enforcement Area) (Amendment No.6) Order 2020

Essex County Council has made the above Order. The effect of the order is to revoke 'No Waiting at Any Time' restrictions on the east side of Station Road, Burnham-on-Crouch in the District of Maldon, from a point approximately 4.2 metres south east from the point in line with the southern kerb line of Alexandra Road, south east for a distance of approximately 10.7 metres to allow for the installation of a Zebra Crossing and associated zig zags markings. This Order will be incorporated into The Essex County Council (Maldon District) (Prohibition of Waiting, Loading and Stopping) and (On-Street Parking Places) (Civil Enforcement Area) Consolidation Order 2019 by substituting tile number TQ945 962 revision 0 to revision 1. The Order came into operation on 31 August.

Promenade Park Garden Play Site – Consultation

A six-week consultation has been launched to find out what residents and visitors think of the design proposals for the play area at the top of Promenade Park (sometimes known as the Sensory Garden). Improvements are planned with the aim of making better use of the green space and creating a more natural inclusive play area. The project has been commissioned as a result of developer contributions via a Section 106 agreement and capital funding from the Council. MDC would like to encourage members of the public to share their thoughts and suggestions on the proposals. This scheme is particularly designed for younger children who are beginning to play independently, including primary school age and will include accessible play elements. Concept drawings and feedback form can be viewed via

www.visitmaldondistrict.co.uk/GardenPlayArea The consultation is open until 25 September 2020.

The government has issued three new planning consultations:

1. Changes to the current planning system: Consultation on changes to planning policy and regulations,
2. White Paper: Planning for the Future and,
3. Transparency and Competition: A call for evidence on data on land control.

9 **DIARY DATES**

None to report.

10 CO-ORDINATORS' REPORTS

To receive co-ordinators' reports:

- General Purposes – Councillor Wendy Stamp
- Highways – Councillor Bob Calver
- Conservation Area – see Agenda Item 18
- Website – see Agenda Item 18

Members are requested to pass any Resolutions as necessary.

11 ENVIRONMENT COMMITTEE

To receive a report from the chairman of the committee and to consider a motion to disband the committee and appoint an Environment Co-ordinator.

Members are requested to consider and determine the above.

12 DISTRICT COUNCILLORS' REPORTS

To receive district councillors' reports.

13 TOWN COUNCIL REPRESENTATIVES' REPORTS

To receive representatives' reports.

14 ACCOUNTS AND TRANSFER OF FUNDS

- a) To approve the payment of Accounts for September 2020 and to 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 September 2020,
- c) To approve the payment of Accounts for March, April, May, June, July and August 2020, made in accordance with Minute 272 of 20 March 2020 and Minute 293 of 24 July 2020 and,
- d) To receive the bank reconciliation.

15 GRANTS AND DONATIONS

No requests have been received for this Meeting.

16 ALLOTMENTS

To receive an update on progress with the ownership issue from Councillor Wendy Stamp.

17 REPRESENTATIVES ON EXTERNAL ORGANIZATIONS/BODIES

To consider the appointment of Members to represent the Town Council on external organizations/bodies in order to fill vacant positions:

Village Hall Committee (1)

Aylett's Charity (1)

Dengie Hundred Group of Parish Councils (1)

Bradwell Local Community Liaison Council (1)

River Crouch Coastal Community Team (1)

River Crouch Coastal Community Team Steering Group (1)

18 INTERNAL OFFICES

To consider the appointment of Members to internal offices in order to fill vacant positions:

Conservation Area Inspection (1)

Website – Members are requested to:

- i) consider and determine whether to outsource the maintenance of the town council's website or appoint a councillor to undertake day to day operations,
- ii) consider and approve a training budget of up to £500 and,
- iii) discuss compliance with the Accessibility Regulations 2018 that come into force for existing websites on 23.9.20.

19 TOWN COUNCIL COMMITTEES/WORKING GROUPS

To consider the appointment of Members to Town Council Committees and Working Groups in order to fill vacant positions:

Neighbourhood Development Plan Strategy Group (1)

Haul Road Working Group (3)

Observatory Working Group (3)

Tourism Working Group (1)

20 CCTV

To receive a report from Councillor Wendy Stamp.

21 WAR MEMORIAL

To discuss the improper use of the environs of the war memorial and to consider options to resolve this.

22 CASUAL VACANCIES IN THE NORTH AND SOUTH WARDS OF THE TOWN

To receive a report on the above.

23 PUBLIC FORUM

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 (ten minutes allowed).

24 DATE OF NEXT MEETING

Members to note the following:

Statutory Town Council Meeting – Tuesday 13 October 2020 at 7.30 pm.

25 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.

26 ALLOTMENTS

To discuss any amendments to the new lease.

27 STAFF MATTERS

To receive a report prior to a meeting of the staffing committee.

28 CLOSURE OF THE MEETING

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

MINUTES OF THE MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON TUESDAY 18 FEBRUARY 2020 AT 7.30 pm IN THE TOWN COUNCIL CHAMBER

Present: - Town Mayor, Councillor Wendy Stamp.

Councillors: – Vanessa Bell, Bob Calver, Fiona Clegg, Jennifer Donnelly, Jane English, Ron Pratt C.C. and Nick Skeens.

In Attendance: - Planning Clerk, Kevin B. Money

243 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Neil Pudney and the Town Clerk Sarah Grimes

244 DECLARATIONS OF INTERESTS

There were none

245 TOWN MAYOR'S ANNOUNCEMENTS

Members will be happy to know this a short report – for a change.

I attended a lovely well-known residents funeral, Bill Hipsey. We all know Bill and his passion for sewage. RIP Bill.

Sadly, I totally forgot to attend Maldon Town Councils Civic Service on Sunday 19th January – I didn't even realise until 6.20 on Monday evening. Sarah sent my sincere apologies. And I apologise to this council too.

I popped into Gemma Williams coffee and cake morning, raising money for CHESS. The cakes were stunning, Barrie ate all 3 cupcakes. Gemma raised £300, the little ones had great fun. Cakez is a local micro business and we all wish her well.

I had a super day at Ormiston Rivers Academy participating with a large group of volunteers interviewing 156 students helping them with techniques, skills and tips. Fantastic I absolutely love going into all our schools and I hope my successor continues to do the same.

Barbara Harris celebrated her 90th birthday with a surprise visit from Burnham Fire brigade members and the Mayor who took along a lovely cake made by Bits n Bobs in Southminster.

Don't forget the Mayors Awards and Civic Reception on 6th March starting 7.30 at Ormiston Rivers Academy. Please inform the office if you can or cannot attend please.

246 MINUTES

RESOLVED:- that the Minutes of the Meeting of the Town Council held on Tuesday 14 January 2020, be confirmed and signed

247 PLANNING COMMITTEE MINUTES

RESOLVED: - that the confirmed Minutes of the Planning Meetings held on Tuesday 20 January 2020 and Tuesday 4 February 2020 be duly received.

248 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

Q. Can we have an update on Southend Airport liaison and Llys Helig?

A. This is being pursued. Town Mayor asked for this to be placed on the next Agenda

249 TOWN CLERK'S REPORT

Councillors noted the report

250 DIARY DATES

These were noted

- **General Purposes** – Councillor Wendy Stamp informed Councillors regarding the state of the Council roof. It is not as bad a first thought. The Town clerk is to get quotations to repair the roof
- **Highways** – Councillor Bob Calver had submitted a written report to Councillors before the meeting. Cllr B. Calver informed the meeting that he has had some Residents' concerns and has received several letters/emails this month. The Council's agreed policy is not to take up individual 'suggestions' as we are not experts and rely on guidance from ECC Highways and South Essex **Parking Partnership**.

Highways' approach is evidence based so they are unsympathetic to phrases such as 'it's an accident waiting to happen' and 'do we have to wait until somebody dies before you do anything' both of which implicitly confirm that nothing has actually happened yet. This is not to dismiss residents' concerns but simply to draw attention to the fact that an evidence based approach is automatically going to reject requests for changes submitted with predetermined solutions such as 'can we have a one-way system' or 'can we have an extra sign'. Both Highways and SEPP will investigate concerns however, as evidenced by the CAP requests for traffic speed measurements and the Devonshire Road parking restriction exercise currently underway by SEPP. Their position is that they will investigate reported problems and if needed suggest their own remedy- rather than examine a request for a specific predetermined solution. Both SEPP and Highways have their own enquiry systems. However, both are designed to ask for verification such as petitions from more than one resident to eliminate the need to investigate individual 'bête noirs'.

My standard response is to refer residents to the proper channels for expert assessment, and I have been referring residents to the CAP if they want to take an active approach.

Fiveways Junction. A suggestion for one way system received. Resident referred to Highways and CAP.

Providence one-way. Complaint received that cars are ignoring the one-way system. Enforcement is a problem for the isolated instances and extra signage not usually available from Highways (evidenced by the discontinuation of 'shark's teeth' at 30 mph limits).

Pannell's bridge pedestrian pavement. Further complaints but already reported. See below re pavements.

Southminster Rd lights. Further enquiries/complaints but see update below.

The Quay uneven surface. See below.

Lilian Rd post protecting wall at corner of Road. I received a complaint that a car was damaged by the post which protects the wall from damage by cars. A sympathetic response was sent but the post is clearly within the curtilage of the property and the fact that the car was damaged shows the need to protect the wall.

Pavements. Virtually every report of a problem on pavements is recorded on the Highways website with the message that the fault does not meet the criteria for immediate repair and will be attended to in the next cycle of scheduled maintenance. Highways and residents do not agree on what is dangerous and in many cases, in the cold light of day one can understand that with a limited budget Highways are constrained as to what they can do. However, before the next Council meeting I will meet with Councillor R. Pratt in his ECC role to see if anything can be done.

The Quay. Having established that ECC is responsible for the repairs, I have drafted a letter to Councillor Bentley regarding the state of the Quay. The pedestrian issues are as noted above, although one resident recently reported a pedestrian falling (see above). The reason for singling the Quay out is that it is an important part of our tourist attraction and its visual appeal is important so the pedestrian issues are not the only concern.

The seawall. Not strictly Highways but I was tasked to write to the Environment Agency. Rather than refer to specific issues I have drafted a letter about the inspection and maintenance regime in general which should give greater reassurance if answered in full, rather than a report of a observation.

Southminster Road lights. This seems to have been running almost as long as the Archers. Latest is that Highways and the developer have yet to agree a spec for the lights.

Councillor Bentley's latest email arrived after the last Highways Report, in which I quoted Anna Tatsogliou of MDC confirming that we should be getting five lights. Councillor Bentley's latest contribution is.....

Thank you for your email dated 13 January 2020 regarding the street lights on Southminster Road. I apologise for not responding to your previous email.

The agreed way forward is that the developer produce a design which is to be agreed by Essex Highways and while a submission has been received, further adjustments are necessary which we are awaiting. Until such is agreed we are not able to confirm the number of columns.

Please be assured that we continue to chase the developer as we appreciate the situation has gone on longer than hoped.

That seemed to me to suggest Highways and the Developer might amend the agreed planning conditions. I was obviously not going to get anything else from ECC, so I forwarded this to Anna at MDC to see if Planning were aware of what was going on. Anna referred me to Enforcement who again said they could not enforce anything until after the development was finished. I wrote back asking what they would do if Highways and the developer installed something different to the agreed planning conditions and wouldn't it be a good idea to at least ask them what was going on but they have completely ignored my email. So, ECC won't tell me, MDC Planning and Enforcement aren't interested, and we still have no lights. (A resident reports that the previously dud lamppost opposite the Limes is now working although originally ECC said it was going to be replaced by the new lights!). The promised repair to the broken signs has yet to take place. As to getting our lights to work maybe our District and County Councillors might have more success in finding out what is going on.

- **Conservation Area** – Councillor Fiona Clegg informed the meeting that they had a very constructive meeting with Tim Howson.

The Conservation area was formally reviewed in 2004 and revisited 24 months ago. The area can be viewed online using the link below.

He advised that following further review and the recommendations in the conservation area appraisal document an Article 4 direction was introduced to manage, among other things, the replacement of front windows and doors

Planning Applications

Applications to Historic buildings must be submitted with a Heritage Statement. This must take into consideration planning requirements within the conservation area and will not be passed onto planning for consideration without this. Tim Howson felt there was no need to circulate the planning requirements as all available online and part of the process.

List of Local Heritage Assets – this document is in draft form and now that completion of the document at Bradwell and Tillingham has been completed, St Lawrence and Burnham on Crouch would be next to the list. A further meeting is to be held with Tim Howson regarding this. The list contains buildings of historical importance which do not have a Listing.

We should invite suggestions for buildings to be included

Building possibly at Risk

We discussed the church in Burnham Cemetery. He has placed this on the "at risk register". He is going to look at Burnham Cinema after it was reported to have signs of deterioration.

Blue Plaque Scheme

We discussed this as something to enhance the tourist offer. There would be no funding available at MDC but referred Cllr f. Clegg to the English Heritage site to look at their criteria.

Reporting Problems/Concerns

He reminded us that concerns of the Council or the public can be reported directly to the Enforcement team at MDC

- **Website** – Councillor Nick Skeens stated that there had been 2100 users up 38% with 2500 sessions up 25%. The coronavirus item had 260 visits over the past 28 days. Most people come to BTC website via social media.

252 **ENVIRONMENT COMMITTEE**

RESOLVED: - that the confirmed Minutes of the Environment Meeting held on Thursday 9 January 2020 not be signed as the meeting was not advertised correctly and was not constitutional. Minutes to be deferred to next Full Council meeting.

Next Environment meeting is Tuesday 3rd March 2020

253 **DISTRICT COUNCILLORS' REPORTS**

Councillor Bell reported that there had not been an overall & scrutiny meeting. At the MDC budget meeting it was mentioned that Burnham has been allocated £26,000 to resurface of multi games area. Then to charge residents to use the games area.

£40,000 has been spent on a new rib by MDC. Jet skis have been sold.

254 **TOWN COUNCIL REPRESENTATIVES' REPORTS**

Cllr F. Clegg reported that she had attended her first meeting with Cllr Skeens representing MDC. There are to be 3 projects worked on this quarter, two concerning BTC looking at the railway service and sending report to Government in light of the budget set aside by them to carry out feasibility studies to replace lines removed by Beeching. Cllr F. Clegg suggested that Coastal Communities Committee could look at this as a project and it was approved. This team are asking that the Southminster line be looked at with a view to doubling the line, extending it to Bradwell and joining it to Maldon. Both Cllr Skeens and Cllr F. Clegg are on this working group.

Co-Ordinating Websites so we can maximise the information available and reduce the number of searches required to access it. Cllr Skeens is on this working group.

Cllr J. English reported on the meeting to recruit "Specials". The next neighbourhood watch meeting is on 20 February 2020

Cllr R. Pratt informed the meeting of the distrust on the allotment committee with BTC. The Carnival held it's AGM with a new Chairman being appointed and new members coming onto the committee. Next year Carnival has started being organised

Cllr J. Donnelly informed the meeting that the bus route 31D or 31X will operate on Sundays every hour

RESOLVED:- The council to support the train service to resume running at weekends. All Agreed

Cllr N. Skeens has been in contact with Crown Estates regarding the observatory but has had no response from them

Cllr W. Stamp attended the Dengie 100 group with a talk from Matt Leigh on planning issues.

255 **ACCOUNTS AND TRANSFER OF FUNDS**

a) **RESOLVED:- that the payment of Accounts for February 2020 be approved and signed**

b) Members noted the comparison of actual to budgeted payments and receipts to February 2020

c) The bank reconciliation was approved

256 **GRANTS AND DONATIONS**

The remaining budget for 2019/2020 is £1,860.

All Members have received a copy of the letter from the Art Trail Co-ordinators requesting a donation of £1,000 towards the cost of running the Art Trail.

Members are requested to consider and determine the above.

RESOLVED:- To grant £250 to the Art Trail. All Agreed

257 **TOWN COUNCIL SURGERIES**

i) Saturday 14 March 2020

Members are requested to appoint a councillor(s) to attend the above surgery.

RESOLVED:- that no surgery on 14 March and to be removed from Council calendar

ii) To receive a proposal from the Town Mayor for quarterly 'Coffee with Councillors', due to a lack of public attendance at monthly Town Council Surgeries, the coffee mornings to have a minimum of three Councillors in attendance and take place at different venues.

Cllr W. Stamp proposed having these surgeries every other month with a theme of “Coffee with Councillors”. Cllr R. Pratt suggested combining a “Town/District/County surgery”. To be discussed at a future meeting

258 **ALLOTMENTS IN ARCADIA ROAD**

Cllr W. Stamp was concerned the allotment committee had changed their agreement made at the meeting held in the chamber on 27th January 2020. She has instructed the solicitors to proceed as per agreement made.

259 **PARKING AND YOUTH CLUB PROVISION**

Further to Minute 222 of the Meeting held on Tuesday 14 January 2020, District Councillor Anne Hull will be invited to speak on the above (five minutes allowed).

A meeting was called but DC A. Hull but she was not in attendance. Another meeting to be arranged

260 **COMMUNITY ACTION PANEL**

No meeting has taken place. The CAP Chairman has retired. Cllr J. English requested that the CAP to remain as a resident panel. Cllr B. Calver asked will it still be as effective without the Chairman (Ken Harris)?

Cllr W. Stamp said that she is willing to step in to Chair the CAP meetings until a replacement can be found. Cllr W. Stamp will be acting as a resident not as a BTC Councillor.

The Town Mayor thanked Mr. Harris for all his hard work with the CAP

261 **VE DAY ANNIVERSARY**

Cllr F. Clegg proposed that BTC speak with the British Legion team to see if we can enhance their day to make it as special as possible. Their event takes place on the Friday. Maldon District Council's Jack Ellum is happy to share their plans and has sent me a working paper.

We can register with Voices of War #victory 75 which gives first-hand accounts of what happened at VE Day which we would be allowed to broadcast.

We could look to use the arrival of the new Beach Hut TIC to have an additional event on the Quay on the Saturday. We can also encourage the cafes and public houses to join in and create a very jolly community event which involves the whole town at the same time reminding all what VE Day meant.

Cllr W. Stamp proposed having planters and hanging baskets be Red / White / Blue for May '21. A suggestion was made that an event be held at the Quay on the Saturday around the War Memorial and Cabin. Cllr F. Clegg suggested making it a weekend event together with a recording of Winston Churchill speech be played at the event.

262 **TOURIST INFORMATION CENTRE**

Funding has been released by MDC (£15,000) and we can now forge on with the plan to have our Beach Hut TIC. Cllr F. Clegg has visited Maldon TIC and the MFC store with Kevin Gribble who will be building the Beach Hut. His plans will be available shortly. Once approved, he has estimated a 7 week build time. A contract will need to be agreed with stage payments.

Volunteers – Had meeting with Linda Dutaut at Maldon CVS. The role has been advertised on their website and will be advertised in the press in March, in the Maldon Life, Review, Focus and Mayland Mail. A press release will go out once we have the Beach Hut underway and can sign post the article to the volunteer roles on offer.

Linda Dutaut gave a link for us to consider the same system as Maldon TC for controlling volunteer rotas

263 **QUAY DAY**

The date for Quay Day for 2020 has been set for 31 August 2020. It has been released on Facebook and is receiving much attention with stall holders requesting application forms. Cllr F. Clegg cannot release application forms without BTC approval. The cost of a pitch last year was increased to £50

from £40. Cllr F. Clegg is seeking approval from BTC for the stall cost to remain at this level. This will be discussed at another BTC meeting.

264 **PUBLIC FORUM**

Cllr W. Stamp read out a report regarding the righting and moving of the Llys Helig
Q. Could the Director of Services (Richard Holmes) from MDC be invited to the Annual Town Meeting. Also, could the invite be extended to Paul Dodson to give a presentation?

A. To be investigated

Cllr W. Stamp would have liked to change of format to the Annual Town meeting where grant recipients that have been given grants by BTC should come back and inform the Council how the grant has helped their organisation.

265 **DATE OF NEXT MEETING**

Members noted the following Town Council Meeting – Tuesday 17 March 2020 at 7.30 pm.

266 **EXCLUSION OF THE PUBLIC AND PRESS**

RESOLVED: - 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.

267 **ALLOTMENTS IN ARCADIA ROAD**

Cllr W. Stamp informed the meeting that the Council is still waiting on a response from the solicitor and is progressing. The rent should be raised in line with the RPI

268 **STATION HOUSE**

A meeting with Abellio should be arranged ASAP and all works to be undertaken

269 **CLOSURE OF THE MEETING**

Having considered and determined all items of business, the Meeting was closed at 9.30 pm.

ChairmanDate

**MINUTES OF THE EXTRAORDINARY MEETING OF THE BURNHAM-ON-CROUCH
TOWN COUNCIL HELD ON FRIDAY 20 MARCH 2020 AT 10.00 am IN THE TOWN
COUNCIL CHAMBER**

Present: - Town Mayor, Councillor Wendy Stamp.

Councillors: – Fiona Clegg, Jennie Donnelly and Nick Skeens.

270 APOLOGIES FOR ABSENCE

The Mayor had requested that attendance at the Meeting be restricted to the number of Members required for the Town Council to be quorate, (four), due to the current and emerging Coronavirus (Covid-19) situation and government guidelines on social distancing. Apologies were therefore accepted from Councillors Vanessa Bell, Bob Calver, Helen Elliott, Jane English, Neil Pudney, Ron Pratt C.C. and the Town Clerk, Sarah Grimes, who was self-isolating.

271 DECLARATIONS OF INTERESTS

There were none.

272 CORONAVIRUS (Covid-19)

All Members had received a copy of the Town Clerk's report on the above, following the latest information from NALC and the SLCC.

Members were requested to consider and determine the following:

a) The delegation of Council decisions to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

b) That the Town Council agrees to conduct **urgent** items of business by email during any period of restricted activity declared by the Government.

c) The temporary closure of the Town Council Offices.

The Town Mayor proposed an amendment to c) to include "and Station House".

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

b) That the Town Council agrees to conduct **urgent** items of business by email during any period of restricted activity declared by the Government.

c) That the Town Council Offices and Station House be temporarily closed.

273 CLOSURE OF THE MEETING

Having considered and determined all items of business, the Meeting was closed at 10.05 am.

Chairman

Date

MINUTES OF THE STATUTORY MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL HELD ON THURSDAY 23 JULY 2020 AT 7.30 pm. THIS MEETING WAS HELD 'REMOTELY' IN ACCORDANCE WITH THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020.

Present: - Town Mayor, Councillor Wendy Stamp.

Councillors: – Vanessa Bell, Bob Calver, Fiona Clegg, Jennifer Donnelly, Jane English, Ron Pratt C.C. and Nick Skeens.

In Attendance: - Town Clerk, Sarah Grimes

The Town Mayor explained the procedures for speaking and voting at the meeting. A roll-call of Members was taken.

274 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Neil Pudney.

275 DECLARATIONS OF INTEREST

There were none.

276 TOWN MAYOR'S ANNOUNCEMENTS

Councillor Wendy Stamp, the Town Mayor, reported that she had spoken at a 'remote' meeting of the Rotary Club, which had been very enjoyable.

277 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

Sarah Grimes, the Town Clerk, reported that a member of the public had requested copies of supporting documentation relating to agenda items within the open session of the meeting. The Clerk confirmed that documentation for future remote meetings would be available via the Council's website.

278 INTERNAL CONTROLS

All Members had received a copy of the updated statement of internal controls drafted by the Town Clerk.

RESOLVED: - that the updated statement of internal controls be approved and adopted.

279 RISK MANAGEMENT SCHEME

All Members had received a copy of the risk management scheme, drafted by the Town Clerk.

RESOLVED: - that the risk management scheme be approved and adopted.

280 ASSET REGISTER

All Members had received a copy of the Town Clerk's report regarding the above. Members were recommended to appoint a professional valuer to value the Town Council's assets for the purposes of risk management and insurance.

Councillor Wendy Stamp, the Town Mayor, reported that she had contacted, on recommendation from MDC, an asset valuer to undertake the valuations at an estimated cost of £2,900 - £3,100.

280 ASSET REGISTER (continued)

A recorded vote was requested.

FOR: Councillors Vanessa Bell, Bob Calver, Fiona Clegg, Jennifer Donnelly, Jane English, Ron Pratt C.C., Nick Skeens and Wendy Stamp.

AGAINST: none

ABSTAIN: none

It was

RESOLVED: - that the asset valuer be appointed, at a cost of £2,900 - £3,100.

281 ANNUAL GOVERNANCE STATEMENT, ACCOUNTING STATEMENTS AND ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2019/20

All Members had received a copy of the Town Clerk's reports on:

- i) the annual audit processes (including changes under **The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020** (effective 30.4.20)) and,
- ii) Risk management and internal control.

RESOLVED: - These were noted.

In accordance with proper practices:

- a) Members noted the annual internal audit report for 2019/20.
- b) Members considered section 1: the Annual Governance Statement (review of the effectiveness of the system of internal control) of the Annual Governance and Accountability Return for 2019/20 and it was
RESOLVED: - that section 1: the Annual Governance Statement, of the Annual Governance and Accountability Return for 2019/20, be approved and signed.
- c) Members considered section 2: the Accounting Statements, of the Annual Governance and Accountability Return for 2019/20 and it was
RESOLVED: - that section 2: Accounting Statements, of the Annual Governance and Accountability Return for 2019/20, be approved and signed.
- d) Members noted that arrangements would be made for the publication of information required by Regulation 15 (2) of the Accounts and Audit Regulations 2015, including the period for the exercise of public rights. Noted: Statutory audit deadlines for 2019-20 for Category 2 smaller authorities, including town and parish councils, have been extended under **The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020** (effective 30.4.20)).

282 CASUAL VACANCY IN THE NORTH WARD OF THE TOWN

The Town Clerk reported that no poll (by-election) requests had been received by Maldon District Council in respect of the casual vacancy in the north ward of the town following the resignation of Councillor Mrs Helen Elliott. The Mayor and Clerk confirmed that an amendment to the Council's co-option policy is required as Council cannot go into private session to discuss the merits of candidates at the co-option meeting.

It was

RESOLVED: - that i) the Town Council co-opt to fill the vacant seat in the north ward of the town and ii) the notice of co-option be published for a period of twenty-eight days and iii) the co-option policy be amended.

283 GRASS CUTTING & GROUND MAINTENANCE CONTRACT

Members were requested to approve an extension to the current contract until 31 March 2021, in the sum of £6,124 (plus VAT). It was

RESOLVED: - that an extension to the current contract until 31 March 2021, in the sum of £6,124 (plus VAT), be approved.

284 COUNCIL CHAMBER ROOF

All Members had received a copy of the condition report and quotation in the sum of £1,598 (plus VAT) for works in respect of the above. It was

RESOLVED: - that the quotation in the sum of £1,598 (plus VAT), be accepted.

285 CLOSURE OF THE MEETING

Having considered and determined all items of business, the Meeting was closed at 7.58 pm.

Chairman

Date 8 September 2020

**MINUTES OF THE BURNHAM ON CROUCH PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBER, CHAPEL ROAD, BURNHAM-ON-CROUCH, ESSEX.
on TUESDAY 18th. FEBRUARY 2020 at 7pm**

Present: Cllr W. Stamp (Town Mayor)

Councillors: Cllrs V. Bell, B. Calver, F. Clegg, J. Donnelly, J. English, R. Pratt, N. Skeens and Kevin B. Money Planning Clerk

District Councillors reserved their right of view, at this meeting, as Town Councillors and they reserved their right to a different view, as District Councillors, at other meetings.

NOTE: This meeting was recorded and those attending warned that if they did not want to be recorded they may want to leave the meeting.

415 APOLOGIES FOR ABSENCE were received from Cllr N. Pudney

416 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.

None declared.

417 MINUTES

To confirm the Minutes of the Planning Committee Meeting held on 4th. February 2020

All Agreed

418 APPLICATIONS FOR PLANNING CONSENT

a) 20/00005/TCA - 6 High Street Burnham-On-Crouch Essex CM0 8AA

T1 Ornamental Silver Pear - Reduce by 1 metre . T2 Liquid Amber - Reduce by 1 metre.

RESOLVED: Support this application following the Tree Officers report having No Objection to this work

b) 20/00010/HOUSE - 8 Glendale Road Burnham-On-Crouch Essex CM0 8LY

Alterations and extensions to existing single storey dwelling to become a two storey dwellinghouse

RESOLVED: Support this application

c) 20/00042/RES - 44 Mildmay Road Burnham-On-Crouch Essex CM0 8ED

Variation of condition 2 on approved planning permission RES/MAL/19/00717 (Reserved matters application for the approval of access, appearance, landscaping, layout and scale on approved planning application OUT/MAL/18/01321 (Proposed demolition of existing bungalow and the construction of one 2 storey dwelling and one chalet style bungalow.)

RESOLVED: Support this application

d) 20/00087/OUT - Land East Of Charwood Stoney Hills Burnham-On-Crouch Essex
Outline application with all matters reserved for a 2 storey 4 bedroom house.

RESOLVED: REFUSE this application.

The proposed dwelling, as a result of its style, design and bulk, would result in a contrived and dominant development which would cause significant and undue harm to the character and appearance of the site and the surrounding area. The proposal is therefore contrary to policies S1, S2, D1 and H4 of the LDP, and guidance contained within the NPPF and the MDDG.

MDC has its 5 year land supply. This is an overdevelopment of the site. It is also outside the development boundary.

e) 20/00080/HOUSE - 14 Regents Court Kings Road Burnham-On-Crouch Essex
Insertion of new window and security shutter

RESOLVED: Support this application subject to the conservation officer's recommendation

f) 20/00130/TCA - 10 High Street Burnham-On-Crouch Essex CM0 8AA
T1, T2 & T3 - Fell

RESOLVED: Support this application following the Tree Officers "No Objection report" to the removal of the two bay Laurel and 1 Yew tree.

419 DECISIONS BY MALDON DISTRICT COUNCIL

Councillors noted the following decisions made by Maldon District Council

HOUSE/MAL/19/01268 - 12 Brickwall Close Burnham-On-Crouch Essex CM0 8HB

Widen front dormer. **APPROVE** subject to conditions

PDE/MAL/19/01278 - 66A Dunkirk Road Burnham-On-Crouch Essex CM0 8LG

Ground floor rear conservatory which would extend beyond the rear wall of the original house by 5m, maximum height of 3.3m and the maximum height to the eaves of 2m.

PRIOR APPROVAL NOT REQUIRED for the following reason:-

The proposed conservatory would fall within the tolerance of Class A of Part 1, of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

FUL/MAL/19/00836 - Floating Pontoon Royal Burnham Yacht Club The Quay Burnham-On-Crouch
Variation of condition 2 & 3 on approved planning permission FUL/MAL/16/01476 (Remove and dispose of existing floating pontoon, slipway, access bridge and replace with new wider floating pontoon and slipways). **APPROVE** subject to conditions

LBC/MAL/19/01195 - 16 High Street Burnham-On-Crouch Essex CM0 8AA

Replacement windows, removal of rear ground floor bay window and internal alterations

REFUSE for the following reason:-

The proposed internal alterations, removing the southern wall of the rear bedroom, would result in the loss of historic fabric which would cause demonstrable harm to the significance of the listed building.

The removal of this wall would be contrary to policies D1 and D3 of the LDP, the policies contained within the NPPF and Section 71(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990.

FUL/MAL/19/01288 - Land Rear Of 65 High Street Burnham-On-Crouch Essex

Erection of 1 No. three bedroom dwelling. **REFUSE** for reasons. See MDC website

420 CORRESPONDENCE AND LATE PLANS

Circulated to Councillors at the meeting

Date of next planning meeting Tuesday 3rd. March 2020

There being no further business the Town Mayor thanked everyone for attending and closed the meeting at 7.20pm

Signed.....3rd. March 2020

Wendy Stamp

**MINUTES OF THE BURNHAM ON CROUCH PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBER, CHAPEL ROAD, BURNHAM-ON-CROUCH, ESSEX.
on TUESDAY 3rd. MARCH 2020 at 7pm**

Present: Cllr W. Stamp (Town Mayor)

Councillors: Cllrs V. Bell, B. Calver, J. Donnelly, J. English, R. Pratt and Kevin B. Money Planning Clerk

District Councillors reserved their right of view, at this meeting, as Town Councillors and they reserved their right to a different view, as District Councillors, at other meetings.

NOTE: This meeting was not recorded.

421 APOLOGIES FOR ABSENCE were received from Cllr F. Clegg & Cllr N. Pudney

422 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.

Cllr J. English declared a NPI in item 424 (f) & 424 (h) as she knows the applicant

423 MINUTES

To confirm the Minutes of the Planning Committee Meeting held on 18th. February 2020

All Agreed

424 APPLICATIONS FOR PLANNING CONSENT

a) 20/00133/HOUSE - 3 Essex Road Burnham-On-Crouch Essex CM0 8EQ

Two storey rear extension

RESOLVED: REFUSE this application by reason of its scale, bulk and positioning it is considered to be a dominant form of development which would be harmful to the character and appearance of the existing dwelling and the street scene. It therefore contravenes policies D1 and H4 of the MDC LDP and policy HO.8 of the BoC NDP

b) 20/00095/FUL - High House 36 Green Lane Burnham-On-Crouch CM0 8PT

Section 73A application for outbuilding

RESOLVED: Support this application

c) 20/00135/LDP - 48 Orchard Road Burnham-On-Crouch Essex CM0 8LD

Claim for lawful development certificate for a proposed rear extension

RESOLVED: Councillors noted this application

d) 20/00126/HOUSE - 6 Hardings Reach Burnham-On-Crouch Essex CM0 8LL

Rear extension and alterations to dwelling

RESOLVED: Support this application

e) 20/00175/WTPO - 93 High Street Burnham-On-Crouch Essex CM0 8AH

T1 - Horse Chestnut. Crown reduction of 4m & removal of ivy.

RESOLVED: Support this application subject to the tree officers approval

f) 20/00110/FUL - The Clubhouse Coronation Road Burnham-On-Crouch Essex
Removal of condition 13 on approved planning permission 18/01479/FUL (Proposed extensions, alterations and change of use of the former yacht club to a single dwelling house)
RESOLVED: REFUSE this application. As part of condition 13 on planning application number 18/01479 was to keep the windows glazed with opaque glass and of a nonopenable design the Councillors felt that this should still be the case.

g) 20/00117/FUL - Summer Place 1A Arcadia Road Burnham-On-Crouch Essex
Proposed one bedroom dwelling with access, parking and amenity space.
RESOLVED: REFUSE this application by reason of its scale, bulk and positioning it is considered to be a dominant form of development which would be harmful to the character and appearance of the existing dwelling and the street scene. It therefore contravenes policies D1 and H4 of the MDC LDP and policy HO.8 of the BoC NDP

h) 20/00113/FUL - 171 - 173 Station Road Burnham-On-Crouch Essex CM0 8HN
Partial change of ground and first floor from shop (A1) to residential (C3), demolition of outbuilding to the south of the building, erection of single storey rear extension and installation of new fence and gates
RESOLVED: Support this application. The previous application was refused on the grounds of Boc NDP policy R1 was erroneous. The property has never been associated with river-related trades.

i) 20/00158/LDE - The Sail Loft Unit 13 Burnham Business Park Burnham-On-Crouch Essex
Claim for a lawful development certificate for the existing use of the first floor into individual office rooms.
RESOLVED: Councillors noted this application

425 DECISIONS BY MALDON DISTRICT COUNCIL

**To note decisions made by Maldon District Council
Councillors noted the following decisions made by MDC**

FUL/MAL/19/00775 - Land Adjacent Charwood Stoney Hills Burnham-On-Crouch Essex
Erect single storey side/rear extension to form garden room
APPROVE subject to conditions. See MDC website

FUL/MAL/19/01181 - Mangapp Manor Southminster Road Burnham-On-Crouch Essex
Change of use from wedding venue to residential (C3), erection of an outbuilding to be used for storage of vehicles and formation of associated access.
REFUSE for the following reason:-
The proposed outbuilding, as a result of its siting, scale, bulk and design would be unduly detached from the host dwelling and would have a substantial and unacceptable visual impact on the intrinsic character and beauty of the countryside. This would be exacerbated by the substantial increase in built form and the fact the development is located outside of Mangapp Manor's residential curtilage resulting in the urbanisation of the countryside. The proposal is therefore unacceptable and contrary to policies S1, S8, D1 and H4 of the Maldon District Local Development Plan, policy HO.8 of the Burnham-on-Crouch Neighbourhood Development Plan and the guidance contained within the National Planning Policy Framework.

HOUSE/MAL/19/01194 - 29 Mill Road Burnham-On-Crouch Essex CM0 8PZ
Demolition of 2 existing conservatories and garage. Erection of side extension incorporating new garage, and entrance porch. Alterations to roof creating a chalet bungalow incorporating rear facing balcony. **APPROVE** subject to conditions. See MDC website

HOUSE/MAL/19/01296 - 4 Fernlea Road Burnham-On-Crouch Essex CM0 8EJ
Loft/roofspace extension.

REFUSE for the following reason:-

The proposed external staircase and timber screen would result in an incongruous and unsympathetic addition to the dwelling resulting in an awkward feature and detrimentally impacting upon the character and appearance of the streetscene and the locality more widely, contrary to policies D1 and H4 of the MDLDP and the guidance contained within the NPPF

426 CORRESPONDENCE AND LATE PLANS

Circulated to Councillors at the meeting

FOR INFORMATION ONLY

20/00157/FUL - Land East Of Bradwell Power Station Downhall Beach Bradwell-On-Sea Essex
Application to carry out ground investigations, load test and associated works in connection with a proposed new Nuclear Power Station at Bradwell-on-Sea, together with the creation of two site compound areas and associated parking areas.

Councillors noted this application

Date of next planning meeting Tuesday 17th. March 2020

There being no further business the Town Mayor thanked everyone for attending and closed the meeting at 7.25pm

Signed.....17th. March 2020

Wendy Stamp

NOTES OF DELEGATED PLANNING DECISIONS - 20 MARCH 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

APPLICATIONS FOR PLANNING CONSENT

a) 20/00150/TCA - 47A Western Road Burnham-On-Crouch CM0 8JG

T1 Malus - Remove large dead branch on North side and reduce branch on South side by 3.5m to balance. T2 Cotoneaster – Trim branches by 1m, remove shaped and crossing branches. T3 Acer - Reduce 3m from top to previous point. T4 Acer (Flamingo) – Remove

RESOLVED: Support subject to tree officer's approval

b) 20/00194/TCA - Calm Patch House Riverside Road Burnham-On-Crouch

T1 London Plain - Pollard shoots by 3 metres. T2 Plum - Trim by 2 metres

RESOLVED: Support subject to tree officer's approval

c) 20/00174/WTPO - 25 Roman Way Burnham-On-Crouch CM0 8UE

T1 Ash (T3 on TPO 23/91) - reduce side suckers by 10m back to base

RESOLVED: Support subject to tree officer's approval

d) 20/00136/FUL - Land West Of High House Green Lane Burnham-On-Crouch

Retrospective application for the double stable and storage structure and the hardstanding and storage of equipment/vehicles relating to the (D2) equestrian use of the site.

RESOLVED: SUPPORT this application

e) 20/00114/HOUSE - 4 Lime Way Burnham-On-Crouch CM0 8RH

Single storey rear extension

RESOLVED: SUPPORT this application

f) 20/00179/HOUSE - 3 Fernlea Road Burnham-On-Crouch CM0 8EJ

Removal of garage door and replacement with Bay window and two rear extensions

RESOLVED: SUPPORT this application

g) 20/00123/LDP - 12 Brickwall Close Burnham-On-Crouch CM0 8HB

Claim for lawful development certificate for a proposed enlarged rear dormer.

RESOLVED: Councillors noted this application

h) NMA/MAL/20/00138 - 31 Worcester Road Burnham-On-Crouch CM0 8RA

Application for non-material amendment following grant of planning permission

19/00673/HOUSE (Proposed 2-storey side extension which will be built on top of existing single storey side extension) Amendment sought: Repositioning of windows to side elevation

RESOLVED: Councillors noted this application

Signed.....

Wendy Stamp

NOTES OF DELEGATED PLANNING DECISIONS - TUESDAY 31 MARCH 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

APPLICATIONS FOR PLANNING CONSENT

19/01208/FUL - Land North Of Marsh Road Burnham-On-Crouch

Residential development comprising the construction of 90 residential dwellings (Use Class C3), public open space, landscaping and associated infrastructure

RESOLVED: REFUSE this application.

This area was identified as a strategic site but additional unallocated sites of 80, 75, 155 plus 52 houses at Stoney Hills, etc. have come forward hence infrastructure capacity taken up. In breach of policy S2, S6 – there will be insufficient infrastructure to support the development. There are NO nursery school places, ALL Burnham schools are full, Ormiston is not allowed to expand, children being sent to SWF, Basildon & Plume schools. The Education Department has stated that the lack of capacity be cited as a reason for refusal.

MDC already have a 6.34-year land supply without this site.

Design & Layout does have a detrimental impact on the countryside, the church & Manor House - policies D1 & D2

Planning Inspector recently refused and appeal for 71 homes in Norfolk (no objection received from Highways) due to houses in vicinity of school, due to congestion and the potential of accidents. This site is in the wrong location and causes a huge risk to children and existing residents. It was refused on environmental dimension of sustainability.

NPPF section 11 (i) & (ii) applies.

The proposed dwelling, as a result of its style, design and bulk, would result in a contrived and dominant development which would cause significant and undue harm to the character and appearance of the site and the surrounding area.

The proposal is therefore contrary to policies S1, S2, S6, D1 and H4 of the LDP, and guidance contained within the NPPF and the MDDG.

It also contravenes BOCNP policies EN2, EN3, HC2, HC3, HO7, PI11, PI10 and PI10a.

This is an overdevelopment of the site. It is also outside the development boundary.

Please note the Environment Agency holding objection, Essex Police Designing Crime not followed up & Waste Water services has no capacity. Essex Wildlife has concerns.

Please note & read ALL the comments submitted

Will this application be postponed until after the Coronavirus lockdown is lifted so that the Full Council can review it, as per strategic site policy?

Cllr W. Stamp to call this application in.

20/00262/LDP - 13 Arcadia Road Burnham-On-Crouch Essex CM0 8EF

Claim for lawful development certificate for a proposed single storey side extension

RESOLVED: Councillors noted this application

20/00190/LDE - Land Rear Of Thatched Cottage Green Lane Burnham-On-Crouch

Claim for a lawful development certificate for the existing use of building as a dwellinghouse

RESOLVED: REFUSE this application

This application contravenes NDP policy 31

The proposal is therefore contrary to policy S1. It is also outside the development boundary.

The proposed development represents back land development.

20/00271/HOUSE - 7 Riverside Road Burnham-On-Crouch Essex CM0 8JY

Garage conversion with bow window and detached single cart lodge

RESOLVED: SUPPORT this application on condition that the conservation officer approves this application regarding the cart lodge

20/00271/HOUSE - 7 Riverside Road Burnham-On-Crouch Essex CM0 8JY

Garage conversion with bow window and detached single cart lodge

Amendments to drawing nos. L1, 01D

RESOLVED: SUPPORT this application on condition that the conservation officer approves this application regarding the cart lodge

20/00279/FUL - Land At 9 Dunkirk Road Burnham-On-Crouch Essex

Demolition of existing garage/outbuildings and erection of a two bedroom dwelling

RESOLVED: REFUSE this application

Overdevelopment of site, loss of parking space as per MDC parking policy, Loss of light to neighbour's property. The proposed development, creating a two bedroom dwelling and reducing the onsite parking space available, will result in insufficient provision of on-site car parking, which is likely to result in on-street parking to the detriment of pedestrian and highway safety and the free flow of traffic within the area, contrary to policies D1 and T2 of the Maldon District Local Development Plan and the guidance contained within the National Planning Policy Framework

20/00263/HOUSE - 1 The Belvedere Burnham-On-Crouch Essex CM0 8AW

Form new window opening in existing flank wall

RESOLVED: SUPPORT this application

20/00181/HOUSE - 3 Brickwall Close Burnham-On-Crouch Essex CM0 8HB

Single storey front extension

RESOLVED: SUPPORT this application

20/00212/FUL - Land Rear Of Sunnyside Stoney Hills Burnham-On-Crouch

Erection of 2 dwellings

RESOLVED: REFUSE this application.

The proposed dwelling, as a result of its style, design and bulk, would result in a contrived and dominant development which would cause significant and undue harm to the character and the surrounding area. The proposal is contrary to policies S1, S2, D1 and H4 of the LDP. MDC has it's 6.34-year land supply.

This is an overdevelopment of the site having 53 houses already being approved on Stoney Hills, outside the NDP & LDP allocations. It is outside the development boundary. Please note it is an unmade private road with no pavement and cycle paths.

20/00111/FUL - Romans Farm Mill Road Burnham-On-Crouch Essex

Proposed demolition of existing dwelling house and surrounding outbuildings barns and the development of 8No. dwelling houses and associated parking and access road.

RESOLVED: REFUSE this application.

The proposed dwelling, as a result of its style, design and bulk, would result in a contrived and dominant development which would cause significant and undue harm to the character and appearance of the site and the surrounding area. The proposal is therefore contrary to policies S1, S2, D1, H2 and H4 of the LDP, and guidance contained within the NPPF and the MDDG. MDC has a 6.34 year housing land supply. This is an overdevelopment of the site. It is also outside the development boundary and encroaches into the Countryside. A constant stream of commercial traffic will be used in the construction of these large houses. Lorries, vans, cars, goods vehicles. Travelling at speed along a single-track road with very limited pavement access with no regard for pedestrians, parked cars and property. Damage to property has already occurred, accidents may happen. The access road is not suitable, parked cars on Mill Road and pavement only one side, buggies, scooters must go into the road to pass, 'no through road'. It would cause significant harm to the countryside (policy D1). Urbanising a rural farming area changing character of landscape and walks.

Cllr W. Stamp to call this application in.

20/00261/HOUSE - Wildfowlers Cobbins Chase Burnham-On-Crouch Essex

Two storey side extension

RESOLVED: SUPPORT this application

20/00309/OUT - Land South Of The Old Dairy Southminster Road BOC

Outline planning permission with some matters reserved for the erection of a detached dwelling.

RESOLVED: SUPPORT this application

BTC Councillors noted that supporting elderly parent/s the LDP is lacking in guidance

20/00203/FUL - Pebbles Stoney Hills Burnham-On-Crouch Essex

Variation of condition 2 on approved planning permission FUL/MAL/18/00094 (New detached dwelling house and garage)

RESOLVED: REFUSE THIS APPLICATION

The Variation of condition 2 on approved planning permission FUL/MAL/18/00094 (New detached dwelling house and garage) should not be varied

BTC continues it's objection to this application as it is contrary to the NPPF, MDC LDP policies S1, S8, D1, H4 and policies HO.1 and H0.8 of the BoCNDP.

FUL/MAL/20/00299 - Land Rear Of St Vincent 2A King Edward Avenue BOC

Erection of 2 bedroom bungalow and access

RESOLVED: REFUSE this application

The proposed development would result in an unacceptable form of backland development which would detrimentally impact on the existing character and appearance of the site and on the prevailing pattern of development within the area. The development would therefore be unacceptable and contrary to policies S1, D1 and H4 of the Maldon District Local Development Plan (2017), policy HO.8 of the Burnham-on-Crouch Neighbourhood Development plan and guidance contained within the National Planning Policy Framework (2019) and the Maldon District Design Guide (2017).

There will also be loss of privacy, access too narrow to accommodate such development

Cllr W. Stamp to call this application in.

NOTES OF DELEGATED PLANNING DECISIONS - TUESDAY 14 APRIL 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

APPLICATIONS FOR PLANNING CONSENT

20/00301/FUL - Land At Creeksea Place Barns Creeksea Place Farm Ferry Road BOC
Rebuild single storey building, repair two storey element. Change of use to artist/study/gallery space with toilet, kitchenette, storage/office and associated works.

RESOLVED: Support this application

20/00320/HOUSE - 4 Fernlea Road Burnham-On-Crouch Essex CM0 8EJ
Loft/roof space extension

RESOLVED: Support this application

19/01118/FUL - Creeksea Place Events Limited Creeksea Place Manor House Ferry Road BOC
Use of the house and grounds as a wedding and events venue with the erection of a temporary marquee on the Lake Lawn and a temporary marquee in the walled garden. Open hours Monday-

Sunday (0800 - 00:30), together with use of the bridal suite.

RESOLVED: Support this application

20/00080/FUL - 14 Regents Court Kings Road Burnham-On-Crouch Essex
Insertion of new window and security shutter

RESOLVED: Support this application

20/00355/LBC - 16 High Street Burnham-On-Crouch Essex CM0 8AA
Replacement windows, removal of rear ground floor bay window

RESOLVED: Support this application subject to conservation officer support

20/00364/HOUSE - 8 The Cobbins Burnham-On-Crouch Essex CM0 8QL
Proposed part single, part 2 storey side / rear extensions. Including roof alterations to proposed attached garage with planning approval ref HOUSE/MAL/19/01092.

RESOLVED: Support this application

Cllr W. Stamp to call this application in

20/00337/TCA - Petticrow Quays Belvedere Road Burnham-On-Crouch Essex
G1 Conifer Hedge - Reduce overhang off car park back to boundary by approx 1m. T1 Prunus Avium - Prune branches & reduce crown by 2m. T2 Malus - Reduce height and crown by 2m. T3 Prunus - Prune back by 2m overextending branches to produce better crown shape.

RESOLVED: Support this application subject to tree officer support

20/00255/RES - Stapleton Stoney Hills Burnham-On-Crouch Essex
Reserved matters application for the approval of appearance, landscaping, layout and scale on approved planning permission OUT/MAL/18/00544 allowed on appeal
APP/X1545/W/18/3207171

(Demolition of existing dwelling, buildings and removal of a caravan and erection of three single-storey dwellings and associated parking).

RESOLVED: Councillors noted this application

20/00185/TCA - The Quest 10 Riverside Road Burnham-On-Crouch Essex
T1 Silver Birch - Reduction of 6m and reduce crown further to give 4m clearance, reduce crown by 1.5m to remove overhanging. T2 Silver Birch - Reduction of 6m, reduce off shoot limbs over neighbouring property by approx 2m, reduce crown by 1.5m to remove overhanging.

RESOLVED: Support this application subject to tree officer support

20/00200/HOUSE - 17 Hillside Road Burnham-On-Crouch Essex CM0 8EY
Two storey rear extension and single storey side extension.

RESOLVED: Support this application

20/00339/HOUSE - 29 New Road Burnham-On-Crouch Essex CM0 8EH
Proposed side extension with removal of existing lean to and external alterations including new window.

RESOLVED: Support this application

NOTES OF DELEGATED PLANNING DECISIONS - TUESDAY 5th. MAY 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

LIST OF PLANNING APPLICATIONS

20/00176/HOUSE - 101 Maldon Road Burnham-On-Crouch CM0 8DD

Section 73A application for a rear single storey extension

RESOLVED: SUPPORT THIS APPLICATION

20/00330/FUL - Leeward Ferry Road Burnham-On-Crouch

Refurbishment of existing outbuilding and erection of new pool house.

RESOLVED: SUPPORT THIS APPLICATION

20/00011/FUL - 5 Barnmead Way Burnham-On-Crouch CM0 8QD

Erection of outbuilding

RESOLVED: SUPPORT THIS APPLICATION

20/00362/FUL - Portside 12A & Starboard House 12B Remembrance Avenue BOC

Variation of conditions 1, 4 & 5 on approved planning permission 19/01140/FUL (Vary condition 3 of approved application FUL/MAL/18/01184 (Vary condition 2 of approved application FUL/MAL/17/00288 (Development of 2 No. new dwelling houses arranged on 3 floors above ground on vacant land).) to vary the approved external finishing materials)

RESOLVED: SUPPORT THIS APPLICATION

20/00252/FUL - The Swallowtail Bar And Restaurant Foundry Lane Burnham-On-Crouch

To erect a temporary marquee, from 1st April 2020 to 5th October 2020 and on anniversary for each subsequent year, on Burnham Yacht Harbour's overflow car park

RESOLVED: REFUSE THIS APPLICATION. This is not an 'overspill carpark for the marina', it is currently well-used as additional parking for the country park. Noise and disturbance from events would result in loss of amenity for people using the park and have a potentially disastrous impact on wildlife. MDC policy N1, N2, BTC policy EN3

20/00387/RES - Land North West Of 2 Maldon Road Burnham-On-Crouch Essex
Reserved matters application for the approval of appearance, landscaping and scale on approved planning application OUT/MAL/18/00443 (Create retirement community consisting of 103No. one, two and three-bedroom bungalows (class C.3), 70 bedroom two-storey care home building (class C.2) and 55 bedroom two-storey assisted living apartment building (class C.3) including affordable housing. Erect ancillary community centre, 8No. shops (class A.1) with 8No. key workers apartments over in two-storey building, two-storey medical centre (GP, dental, optician, and dispensing chemist), and construct singlestorey office and Maintenance Buildings. Lay Out Amenity and Sports Facilities Including Outdoor Swimming Pool, tennis courts, allotments and open spaces. Lay out estate roads, footpaths and surface water drainage infrastructure including swales and detention Basin. Form vehicular and pedestrian accesses onto B1010 Maldon Road and Tinkers Hole, and create associated hard and soft landscaping)
RESOLVED: REFUSE THIS APPLICATION. It does not conform to LDP policies D1 - parts 1a b c e f, 4, 8 9. D1 policy ref 3.3. In breach of NPPF paragraph 127. No flat roof buildings in location. Breach policy S6 part 4, 13. Breach of policy S8, design of buildings does NOT protect landscape. NDP Heritage & Character 9.3 HC.2 HO.8 NHD.20. The designs have no rural feel – and in that respect the development is failing to meet Policy D1 of the LDP – respect and enhance the character and local context and make a positive contribution.

TO BE CALLED IN

20/00365/OUT - Land South Of Charwood And East Of Orchard House Stoney Hills BOC
Construct Cul-de-Sac Road with turning head and vehicular and pedestrian Access off Stoney Hills, erect one detached bungalow and detached garage, lay out parking spaces and garden

RESOLVED: REFUSE THIS APPLICATION

The proposed dwelling, as a result of its style, design and bulk, would result in a contrived and dominant development which would cause significant and undue harm to the character and the surrounding area. The proposal is contrary to policies S1, S2, D1 and H4 of the LDP. MDC has it's 6.34-year land supply. Overlooking loss of privacy to immediate property. This is an overdevelopment of the site having 53 houses already being approved on Stoney Hills, outside the NDP & LDP allocations. It is outside the development boundary. An immediate concern was that the immediate neighbours were not notified of this planning application.

20/00375/FUL - Land Rear Of 148 Station Road Burnham-On-Crouch Essex
Proposed change of use from Class B1 and B2 to Class C3, demolition of existing dilapidated industrial building and erection of 4 new residential dwelling houses, ancillary development and landscaping

RESOLVED: REFUSE THIS APPLICATION

This application does not conform to MDC policies H2 and H4 (1,2,4,5 and 7), BTC policy HO1 SHMA – local need for 1/2 - bedroom properties, Flood zone 3 (BTC EN2), Contravenes parking SPD, Overdevelopment. **TO BE CALLED IN**

20/00329/HOUSE - Inver Haig 14 Green Lane Burnham-On-Crouch Essex
Front and rear roof alterations, rear single storey extension & single storey garage/outbuilding

RESOLVED: SUPPORT THIS APPLICATION

STREET NAMING (PUBLIC HEALTH ACT, 1925, SECTION 17)

The following street name has been proposed by Mr Clive Dickens with regard to Land North Of Hillcrest House, Stoney Hills, Burnham-On-Crouch within the provision of the above Act.

BATS CORNER

Date of next planning list Tuesday 19th. MAY 2020

NOTES OF DELEGATED PLANNING DECISIONS - TUESDAY 19th. MAY 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

APPLICATIONS FOR PLANNING CONSENT

20/00405/LDP - 15 Hermes Drive Burnham-On-Crouch CM0 8SW

Claim for lawful development certificate for the proposed demolition of existing conservatory and erection of proposed single storey rear extension

RESOLVED: SUPPORT THIS APPLICATION

20/00097/FUL - Former Petticrows Boatyard The Quay Burnham-On-Crouch

Demolition of existing building and erection of a residential institution (C2 Use Class) to accommodate 75 specialist assisted living elderly persons units, including restaurant/bar, cafe, tv room, wellbeing suite, quiet area, consultation room and other communal facilities, together with vehicular and pedestrian accesses, car parking, amenity space and landscaping.

RESOLVED: REFUSE THIS APPLICATION

The proposed dwelling, because of its design, particularly the roofline orientation, would result in a contrived development within the street scene, which would be out of keeping with the character and appearance of the area.

The proposal would therefore result in harm to the character and appearance of the locality, contrary to policies, D1 and H4 of the Maldon District Local Development Plan and policy S6 of the Maldon District Local Development Plan.

The site falls within a high-risk flood zone. The flood risk to future occupiers and users of the site would give rise to the potential for flooding contrary to policy D5 of the Maldon District Local Development Plan. MDC spatial vision and development strategy 2.85 states 'it is appropriate to limit the level of growth for BoC to meet its own needs'. We are already accommodating the majority of elderly accommodation for the ENTIRE DISTRICT with the Carbunkle development. Housing for specialist needs must be spread appropriately across the district.

20/00401/FUL - 29 Pippins Road Burnham-On-Crouch CM0 8DH

Construction of a one bedroom dwelling

RESOLVED: REFUSE THIS APPLICATION

The proposed dwelling, because of its style, design and bulk, would result in a contrived and dominant development which would cause significant and undue harm to the street scene and the character of the surrounding area. The proposal is contrary to policies S1, S2, D1 and H4 of the LDP. MDC has it's 6.34-year land supply. This is an overdevelopment of the site

20/00299/FUL – Land Rear Of St Vincent 2A King Edward Avenue Burnham-On-Crouch
Erection of 2 bedroom bungalow and access
1589 05 Rev A, 1589 04 Rev C, 1589 02 Rev A, 1859 03 Rev A, 1859 07 Rev A

RESOLVED: REFUSE THIS APPLICATION

The proposed development would result in an unacceptable form of backland development which would detrimentally impact on the existing character and appearance of the site and on the prevailing pattern of development within the area. The development would therefore be unacceptable and contrary to policies S1, D1 and H4 of the Maldon District Local Development Plan (2017), policy HO.8 of the Burnham-on-Crouch Neighbourhood Development plan and guidance contained within the National Planning Policy Framework (2019) and the Maldon District Design Guide (2017).

There will also be loss of privacy, access too narrow to accommodate such development
Cllr W. Stamp to call in to SEP.

20/00111/FUL - Romans Farm Mill Road Burnham-On-Crouch

Proposed demolition of existing dwelling house and surrounding outbuildings barns and the development of 8No. dwelling houses and associated parking and access road

RESOLVED: REFUSE THIS APPLICATION

The proposed dwelling, as a result of its style, design and bulk, would result in a contrived and dominant development which would cause significant and undue harm to the character and appearance of the site and the surrounding area. The proposal is therefore contrary to policies S1, S2, D1, H2 and H4 of the LDP, and guidance contained within the NPPF and the MDDG. MDC has a 6.34-year housing land supply. This is an overdevelopment of the site. It is also outside the development boundary and encroaches into the Countryside. A constant stream of commercial traffic will be used in the construction of these large houses. Lorries, vans, cars, goods vehicles. Travelling at speed along a single-track road with very limited pavement access with no regard for pedestrians, parked cars and property. Damage to property has already occurred, accidents may happen. The access road is not suitable, parked cars on Mill Road and pavement only one side, buggies, scooters must go into the road to pass, 'no through road'. It would cause significant harm to the countryside (policy D1). Urbanising a rural farming area changing character of landscape and walks. Highways/Traffic report carried out inaccurate – serious accidents have happened at the junction to Mill Road/Southminster Road/Green Lane. Cllr Stamp previously asked for this to be called in previously this still stands for the same reasons.

STREET NAMING (PUBLIC HEALTH ACT, 1925, SECTION 17)

The following street name has been proposed by Mr Clive Dickens with regard to Land North Of Hillcrest House, Stoney Hills, Burnham-On-Crouch within the provision of the above Act.

BATS CORNER

Following on from the consultation letter dated 22 April 2020 with regard to Land North Of Hillcrest House, Stoney Hills, Burnham-On-Crouch the developer would like to change the proposed road name to **'STONEY HILLS' instead of 'BATS CORNER'**.

As the proposed new road is coming off Stoney Hills the developer thought it would be easier to continue with the name already in place.

RESOLVED: SUPPORT THE NAME CHANGE

QUESTIONS TO THE DEVELOPER ON PLANNING APPLICATION

20/00097/FUL - Former Petticrows Boatyard The Quay Burnham-On-Crouch

Demolition of existing building and erection of a residential institution (C2 Use Class) to accommodate 75 specialist assisted living elderly persons units, including restaurant/bar, cafe, tv room, wellbeing suite, quiet area, consultation room and other communal facilities, together with vehicular and pedestrian accesses, car parking, amenity space and landscaping.

TOWN MAYOR I've had recent complaints about sewage plant bad smells, what provision are you making to combat these? If the application is approved would you consider a contribution to have the quay cleaned – can be arranged with the town council directly?

PLANNING CLERK – Will submit all the questions to the developer

- JE Will there be an archaeological study?
Will there be a doctor onsite as local amenities are stretched?
Will there be enough interest as one is set to be built on the outskirts of Burnham?
Concerned about the distance to hospital. Will this result in fewer ambulances available for the residents of Burnham as this is an ongoing issue?
- FC When the plans were shown to us the look proposed was, I recall, something trying to look like the Corinthian in design. Has that changed? There were great objections to this at the time.

NOTES OF DELEGATED PLANNING DECISIONS - TUESDAY 2nd. JUNE 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

LIST OF PLANNING APPLICATIONS

20/00257/FUL - 9 & 11 Chapel Road Burnham-On-Crouch Essex CM0 8JB

Single storey rear infill extension

RESOLVED: SUPPORT THIS APPLICATION subject to the conservation officer's report

20/00375/FUL - Land Rear Of 148 Station Road Burnham-On-Crouch Essex

Proposed change of use from Class B1 and B2 to Class C3, demolition of existing dilapidated industrial building and erection of 4 new residential dwelling houses, ancillary development and landscaping

Drawing No(s) 16/17/01, 16/17/02, 16/17/03, 16/17/10 Rev B, 16/17/17 Rev A, 16/17/18, Tree Protection Plan Rev 2, 49157-PP-001 Rev C,

RESOLVED: REFUSE THIS APPLICATION

This application does not conform to MDC policies H2 and H4 (1,2,4,5 and 7), BTC policy HO1, SHMA – local need for 1/2 - bedroom properties, Flood zone 3 (BTC EN2), Contravenes MDC parking SPD. 1 visitor space per 4 dwellings required. No allocated visitor parking (4.4 residential parking standards). Overdevelopment and this is further windfall housing. Bin collection – access too narrow for bin lorry and no works possible to amend as developer does not own the land. **TO BE CALLED IN**

20/00404/FUL - Places For People Leisure Management Limited Dengie Hundred

Sports Centre Station Road Burnham-On-Crouch

Section 73A application for installation of 4no. eight metre high lighting stantions for occasional sports field illumination.

RESOLVED: SUPPORT THIS APPLICATION with a condition attached that no sports field illumination lights are lit after 9pm every evening

NOTES OF DELEGATED PLANNING DECISIONS - TUESDAY 16TH. JUNE 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

LIST OF PLANNING APPLICATIONS

20/00452/FUL - Millfields Caravan Park Millfields Burnham-On-Crouch Essex
Removal of condition 6 (wintering bird period) on approved planning permission FUL/MAL/18/00381 (Erection of building to be used as offices, shop, shower/toilet facilities, spa, pool facilities and gym, formation of hardstanding to be used as road and parking and enhanced landscaping, in association with an existing caravan site)

RESOLVED: REFUSE THIS APPLICATION

BTC cannot substantiate the applicants view the condition does not apply. HRA required. BTC does not know why the condition was imposed on the original approval so cannot recommend its removal.

20/00501/FUL - Land Rear Of Hedge End Stoney Hills Burnham-On-Crouch
New access road and erection of two new chalet bungalows.

RESOLVED: REFUSE THIS APPLICATION

BTC acknowledge that the principal of planning was approved at appeal in 2018 but without an HRA the council cannot recommend approval.

The proposed dwellings, as a result of style, design and bulk, would result in a contrived and dominant development which would cause significant and undue harm to the character and the surrounding area. The proposal is contrary to policies S1, S2, D1 and H4 of the LDP. BTC also draws attention to the photographs which have been supplied earlier from residents of the road and construction traffic causing damage to the verges, parked vehicles and possible accidents. BTC asks for suitable conditions if MDC approve to protect residents amenity, health & safety and strict working hours – Not Sundays Bank holidays, etc.

Date of next planning list Tuesday 30th. June 2020

NOTES OF DELEGATED PLANNING DECISIONS - TUESDAY 30th. JUNE 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

LIST OF PLANNING APPLICATIONS

20/00517/HOUSE - Westview 1 Cobbins Close Burnham-On-Crouch

Erection of single storey side extension, porch, detached garage and alterations to existing dwelling

RESOLVED: SUPPORT this application

20/00514/LDP - 101 Maldon Road Burnham-On-Crouch Essex CM0 8DD

Claim for a lawful development certificate for a proposed 2 storey rear extension

RESOLVED: SUPPORT this application

20/00301/FUL - Land At Creeksea Place Barns Ferry Road Burnham-On-Crouch

Rebuild single storey building, repair two storey element. Change of use to artist/study/gallery space with toilet, kitchenette, storage/office and associated works.

Drawing No(s): 0840 24, 0840 25, 0840 26B,

The above application has been amended by the submission of revised plans / documents

RESOLVED: SUPPORT this application subject to Tim Howson recommendation as this is on the register of buildings of historic importance and the application should be referred to the Conservation Officer

20/00292/HOUSE - Martins Nest Sandpit Lane Burnham-On-Crouch Essex

Erection of a first floor extension, two storey front extension, single storey side/rear extension and replacement carport

RESOLVED: REFUSE this application due to the size, scale and bulk scene

20/00580/TCA - Magnolia Cottage Ship Road Burnham-On-Crouch Essex

T1 Cotoneaster- Fell

RESOLVED: SUPPORT this application subject to the tree officer's approval

PDE/MAL/20/00603 - 18 Devonshire Road Burnham-On-Crouch Essex CM0 8DR

Single storey rear extension which would extend beyond the rear wall of the original house by 6m, maximum height of 3.90m and the maximum height to the eaves of 2.30m.

RESOLVED: SUPPORT this application

20/00614/TCA - 36 Chapel Road Burnham-On-Crouch Essex CM0 8JA

T1 Holly Tree - Reduce crown height by 2m and width.

RESOLVED: SUPPORT this application subject to the tree officer's approval

20/00469/LDP - 42 Mill Road Burnham-On-Crouch Essex CM0 8PZ

Claim for lawful development certificate for siting a mobile home for use ancillary to the main dwelling

RESOLVED: REFUSE this application.

The application is not a lawful development certificate and is potentially a separate dwelling. The 'caravan' argument is weak. If it is to be used as an 'ancillary' to the main dwelling then this is likely to be permanent as opposed to 'movable.' It will also be connected to utilities such as water and presumably sewage. Gas may be bottled but electricity will be main supply so the mobile home will be a fixture not a caravan. If this application is approved then a condition of a "fixed period of time" should be attached.

Date of next planning list Tuesday 14th. July 2020

NOTES OF DELEGATED PLANNING DECISIONS - TUESDAY 14th. JULY 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

LIST OF PLANNING APPLICATIONS

20/00573/HOUSE - 29 New Road Burnham-On-Crouch Essex CM0 8EH

Proposed side extension with removal of existing lean to with retention of off road parking.

RESOLVED: SUPPORT THIS APPLICATION

20/00468/FUL - 42 Mill Road Burnham-On-Crouch Essex CM0 8PZ

Erection of a timber pre-fabricated single storey granny annexe for ancillary use to the main dwelling

RESOLVED: SUPPORT THIS APPLICATION – If MDC approve this planning application then a condition should be placed on this application that this single storey granny annexe cannot be used or sold as a separate dwelling.

Date of next planning list Tuesday 28th. July 2020

NOTES OF DELEGATED PLANNING DECISIONS - TUESDAY 28th. JULY 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

LIST OF PLANNING APPLICATIONS

20/00623/HOUSE - West Wick Bungalow Marsh Road Burnham-On-Crouch Essex
Installation of balcony to front of existing bungalow and rooflights as part of loft extension
RESOLVED: SUPPORT THIS APPLICATION

20/00552/FUL - 1 Stones Park Burnham-On-Crouch Essex CM0 8FS
S73A application for alterations to rear elevation of plot 1 and 2 for planning permission ful/mal/16/00408 including hip to gable on plot 1 and window to bedroom and second storey extension to plot 2. Change of roof on garages from hip to gable and internal layouts generally.
RESOLVED: SUPPORT THIS APPLICATION

PDE/MAL/20/00672 - 18 Devonshire Road Burnham-On-Crouch Essex CM0 8DR
Single storey rear extension with a parapet style roof which would extend beyond the rear wall of the original house by 6m, maximum height of 2.7m and the maximum height to the eaves of 2.7m
RESOLVED: SUPPORT THIS APPLICATION

20/00581/FUL - Mangapp Manor Southminster Road Burnham-On-Crouch Essex
Replacement of existing entrance gates and crossover at road abutment
RESOLVED: SUPPORT THIS APPLICATION

20/00582/FUL - Mangapp Manor Southminster Road Burnham-On-Crouch Essex
Erection of new block of 4 stables to replace existing single unit
RESOLVED: SUPPORT THIS APPLICATION

Date of next planning list Tuesday 11th. August 2020

NOTES OF A MEETING BETWEEN THE TOWN MAYOR CLLR F. CLEGG, DEPUTY TOWN MAYOR
CLLR N. SKEENS, TOWN CLERK S. GRIMES HELD VIA "TEAMS" ON
TUESDAY 11th. AUGUST 2020 AT 10.20am DURING BTC SUMMER RECESS

Also, in attendance was Planning Clerk Kevin B. Money

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

LIST OF PLANNING APPLICATIONS

20/00615/FUL - New Montsale Marsh Road Burnham-On-Crouch Essex
Conversion of existing garage/first floor extension

RESOLVED: SUPPORT THIS APPLICATION. If MDC approve this application, then a condition be placed on the decision stating that the whole property must remain as one family dwelling and that the annex in the future is not separated as a dwelling in its own right. The existing conditions to the annexe should remain in place

20/00702/HOUSE - 7 Mildmay Road Burnham-On-Crouch Essex CM0 8ED
Two storey rear extension

RESOLVED: SUPPORT THIS APPLICATION

20/00739/LDP - 101 Maldon Road Burnham-On-Crouch Essex CM0 8DD
Claim for lawful development certificate for a proposed 2 storey rear extension.

RESOLVED: COUNCILLORS NOTED THIS APPLICATION

FOR INFORMATION ONLY

20/00721/AGR - Redward Farm Marsh Road Burnham-On-Crouch Essex
Prior notification for a new agricultural building

MDC have received a notice of intent to undertake agricultural development at the above site, details of which can be found on MDC website www.maldon.gov.uk.

Certain agricultural development on agricultural land is granted planning permission by Part 6 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 (as amended) subject to a prior notification procedure. This gives the local planning authority the opportunity to request, within 28 days, the submission for approval of certain additional details where a specific proposal is likely to have a significant impact on its surroundings

RESOLVED: COUNCILLORS NOTED THIS APPLICATION

The Planning Clerk informed the meeting that he had received from MDC an email dated 10.08.20 regarding planning application

20/00821/TCA - The Quest 10 Riverside Road Burnham-On-Crouch Essex CM0 8JY.
T1 & T2 - Silver Birch - 4m crown reduction

Due to MDC missing this application this application was discussed at this meeting and a response was sent to MDC on 11.08.20 before the imposed deadline of 18.08.20.

RESOLVED: Refer to the Tree Officer and Conservation Officer. The 4m reduction does seem to be an excessive reduction in height

Date of next planning list Tuesday 25th. August 2020 at 10am

NOTES OF DELEGATED PLANNING DECISIONS - TUESDAY 25th. AUGUST 2020.

At the Extraordinary Meeting of the Town Council held on Friday 20 March 2020

It was RESOLVED: -

a) that authority of Council decisions be delegated to the Clerk, to act in the absence of Town Council, Committee and Sub-Committee Meetings, in conjunction with the Town Mayor, Deputy Town Mayor, General Purposes Co-ordinator and such other Town Councillors as may be necessary, in all matters except those specifically reserved by Statute for determination by the Town Council, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; such delegation to enable the Council to fulfil its responsibilities to its residents.

All Town Councillors had been consulted by email on the applications below and, in accordance with the delegation process, in the absence of the Planning Committee, decisions were agreed by the Town Clerk, Town Mayor and Deputy Town Mayor.

LIST OF PLANNING APPLICATIONS

20/00552/FUL - 1 Stones Park Burnham-On-Crouch Essex CM0 8FS

S73A application for two dwellings: alterations to rear elevation of plot 1 and 2 for planning permission ful/mal/16/00408 including hip to gable on plot 1 and window to bedroom and second storey extension to plot 2. Change of roof on garages from hip to gable and internal layouts generally.

Drawing No(s): PLOT 1 SK/170116/.2, PLOT 1 SK/170116/.1, PLOT 1 SK/170117/.1, SK03012015.1,

RESOLVED: SUPPORT THIS APPLICATION

20/00821/TCA - The Quest 10 Riverside Road Burnham-On-Crouch Essex CM0 8JY

T1 & T2 - Silver Birch - 4m crown reduction

Due to MDC missing this application this was discussed by BTC on 11.08.20 and a response sent to MDC accordingly

RESOLVED: Councillors noted this application. Due to MDC missing this application this application was discussed at the 11.08.20 meeting and BTC recommendation was –

Refer to the Tree Officer and Conservation Officer. The 4m reduction does seem be an excessive reduction in height

20/00583/FUL - Mangapp Manor Southminster Road Burnham-On-Crouch Essex

Erection of new barn for storage of collection of classic cars and motorcycles. Removal of existing use of Mangapp Manor as wedding venue

RESOLVED: SUPPORT THIS APPLICATION

20/00757/TCA - 97 - 99 High Street Burnham-On-Crouch Essex CM0 8AH

Trim the Holly Tree by 2m reduction in height and 1m on the sides. Trim the Willow leafed pear by 0.5m

RESOLVED: REFER TO TREE AND CONSERVATION OFFICER'S RECOMMENDATION

20/00769/HOUSE - 91 High Street Burnham-On-Crouch Essex CM0 8AH

Proposed glazed doors and Juliet balcony

RESOLVED: REFUSE THIS APPLICATION – Not enough information on the application documents. Refer to the Conservation Officer

20/00648/MLA - Land Between Chandlers And Creeksea Lane Maldon Road Burnham-On-Crouch

Application for a modification to Section 106 legal agreement executed under planning application FUL/MAL/14/00356

RESOLVED: REFUSE THIS APPLICATION – The applicant has taken advantage of the Pandemic for the reason to defer this s106 payment. Councillors raised an excellent point that if the 125th property never sells, then we would get no S106 contribution.

APPLICATION WITHDRAWN

20/00469/LDP - 42 Mill Road Burnham-On-Crouch Essex CM0 8PZ

Claim for lawful development certificate for siting a mobile home for use ancillary to the main dwelling.

The applicant has decided to withdraw the application

RESOLVED: COUNCILLORS NOTED THIS APPLICATION BEING WITHDRAWN

Date of next planning meeting Tuesday 8th. September 2020 at 7pm via Teams

Highways Report September

Belisha Beacon Station Road new crossing

Councillor Bell advised me of reports that mobility scooters and buggies could not get past.

I was aware of the issue and went out to measure the room available for buggies and scooters. The guidance for cars parked on the pavement has always been that a gap of 2' 6" or 30 inches should be left. The smooth asphalt area between the beacon and the cobbles outside Fiveways is 38 inches so it may meet guidelines. The maximum width of mobility scooters allowed on buses is 24 inches.

This mobility scooter takes up to 37 stone so there are not likely to be any bigger ones in Burnham

https://glebehealthcare.co.uk/products/jh500-ultimate-long-range-4-wheel-road-legal-mobility-mobility-scooter?variant=30470790447206&gclid=EAlaIqobChMIuJf75uHH6wIVB7TtCh0sBwikEAAyAAEgJO D_D_BwE

The dimensions are 160 x 71 x 108 cm which in old money is a width of 28 inches. So even a hefty scooter should get through. I wonder if people are just looking not trying although I am ready to meet any scooter owner on site to see their problems.

As County Councillor, I have advised Councillor Pratt to see if he thinks the issue should be taken further.

Low hanging trees on Remembrance Avenue

I was advised that low hanging branches are a danger and that these had been reported. I visited the site and the really low branches are just at the end of the maintained highway outside house number 7. There were no reported issues here although there was one closer to the main road which the site says has been inspected and is not a problem. I have now reported the trees and the new reference number is 2677927.

Highways won't cut trees before September anyway due to nesting birds so if they inspect now a cut should be possible.

Overhanging branch Southminster Road

A resident advised me that a branch overhanging the road adjacent to the entrance to the new Charles Church development was a hazard and likely to fall. I liaised with Councillor Pratt and he has arranged an inspection by Highways.

Hillside Road pothole

A really bad pothole – about a square foot where the road surface has collapsed – has been marked for priority repair.

Parking on the Quay

I received a complaint that a campervan was parked on the double yellow lines. Although this incursion on the Quay is not welcome, the vehicle displays a blue badge so cannot be challenged.

Motorcycle parking outside the cabin

I advised a resident that motorcycles are allowed to park on double yellow lines on Sundays in summer.

'Loose' and overflowing wheelie bin on the quay near the Anchor

A resident reported a red dumper bin overflowing and on the Quay with no clear identification as to who owned it. I visited the site but the bin had gone. I believe it is the one owned by the Bistro on the Quay. They have to move the bin to a collection point on the Quay near the Anchor but when they do, the public also use the bin for their litter hence it becomes over full. The matter is further complicated by the fact that the Quayside has changed waste disposal suppliers due to the poor performance of the company that should collect the red bin. They now have a different supplier – there is a new grey bin - and it is emptied on Thursday mornings after being put out for collection Wednesday night. The Quayside is trying hard to get the old supplier to collect the red bin but they are in dispute with the contractor although I will revisit to check it has gone although in the Quayside's own seating area it was doing no harm.

Parking off road on Galahad Close

A resident who has parking rights in an off road parking area asked for Council help tracing the owner of two badly parked vehicles. I was unable to help as the land is privately owned and the Council has no powers to ask DVLA for owner's details.

FINANCE SEPTEMBER 2020 PAYMENTS								
Chq No.	Invoice No.	Payee	Cost	VAT	Total	Code	Cost	Budget Heading
DD		Daisy Communications - Telephone / Broadband	£ 93.58	£ -	£ 93.58	4120	110	Tel/Broadband
DD	Sept '20	British Gas - Electric for Council Office	£ 39.25	£ 1.96	£ 41.21	4150	110	Light & Heat
DD	Sept '20	British Gas - Electric for Clock Tower	£ 27.58	£ 1.38	£ 28.96	4300	130	Clock Tower
DD	Sept '20	CNG - Gas for Council office	£ 52.74	£ 2.64	£ 55.38	4150	110	Light & Heat
DD		IONOS - Web hosting	£ 7.00	£ 1.40	£ 8.40	4130	110	Website
DD		XLN Telcom	£ 51.44	£ 10.29	£ 61.73	4700	110	Stn House
BACS	Sept '20	Staff Salaries	£ 3,816.89	£ -	£ 3,816.89	4000	110	Salary
BACS	Sept '20	HMRC	£ 889.19	£ -	£ 889.19	4010	110	Tax / NI
BACS	Sept '20	ECC - Pension Fund	£ 590.14	£ -	£ 590.14	4030	110	Pension
BACS	Refund	Stn Hse Refund 01.08 - 31.08.20	£ 405.00	£ -	£ 405.00	4700	170	Station House
BACS	208025	Sharprint Solutions - Photocopier costs	£ 246.29	£ 49.26	£ 295.55	4125	110	Photocopier
BACS	12229	Mayfair Security - Annual maintenance for Stn Hse	£ 95.00	£ 19.00	£ 114.00	4700	170	Stn House
BACS		Cllr V. Bell - Plants for Town	£ 183.46	£ -	£ 183.46	4401	140	Environment
BACS	53595	The Computer Centre - Monthly support and webhosting	£ 86.67	£ 17.33	£ 104.00	4135	110	Comp. Maint.
BACS		Kevin B. Money - Stationery	£ 27.49	£ 5.50	£ 32.99	4115	110	Stationery
BACS	706101	Shred Station - Disposing of confidential documents	£ 44.00	£ 8.80	£ 52.80	4160	110	Office Equip.
		TOTAL:	£ 6,655.72	£ 117.56	£ 6,773.28			

FINANCE 17th. MARCH 2020 MEETING									
Chq No.	Invoice No.	Payee	Cost	VAT	Total	Code	Cost	Budget Heading	
DD		Daisy Communications - Telephone / Broadband	£ 97.98	£ -	£ 97.98	4120	110	Tel/Broadband	
DD		XLN Telcom	£ 46.44	£ 9.29	£ 55.73	4700	110	Stn House	
DD		IONOS - Web hosting	£ 7.00	£ 1.40	£ 8.40	4130	110	Website	
DD		CNG - Gas for Council office	£ 267.81	£ 109.35	£ 377.16	4150	110	Light & Heat	
DD		British Gas - Electric Clock Tower	£ 27.64	£ 1.38	£ 29.02	4310	130	Clock Tower	
203729		First Responders - Class 1 O.R. Academy	£ 50.00	£ -	£ 50.00	4070	110	Mayors Allowance	
203730		The J's Hospice - Class 2 O.R. Academy	£ 50.00	£ -	£ 50.00	4070	110	Mayors Allowance	
203731		Citizens Advice - Class 3 O.R. Academy	£ 50.00	£ -	£ 50.00	4070	110	Mayors Allowance	
203732		First Responders - Class 4 O.R. Academy	£ 50.00	£ -	£ 50.00	4070	110	Mayors Allowance	
203733		CHESS - Class 5 O.R. Academy	£ 50.00	£ -	£ 50.00	4070	110	Mayors Allowance	
203734		The J's Hospice - Class 6 O.R. Academy	£ 50.00	£ -	£ 50.00	4070	110	Mayors Allowance	
BACS	March '20	Staff Salaries	£ 3,686.55	£ -	£ 3,686.55	4000	110	Salary	
BACS	March '20	HMRC	£ 846.56	£ -	£ 846.56	4010	110	Tax / NI	
BACS	March '20	ECC - Pension Fund	£ 558.97	£ -	£ 558.97	4030	110	Pension	
BACS	1301	Blackwater Roofing - Inspection to Chamber roof	£ 120.00	£ 24.00	£ 144.00	4100	110	Survey Fee	
BACS	789652	Viking Stationery	£ 69.17	£ 13.83	£ 83.00	4115	110	Stationery	
BACS	830133	Viking Stationery	£ 8.98	£ 1.80	£ 10.78	4115	110	Stationery	
BACS	861147	Viking Stationery	£ 36.96	£ 7.39	£ 44.35	4115	110	Stationery	
BACS		Kevin B. Money - Staff mileage for training course	£ 31.10	£ -	£ 31.10	4050	110	Mileage / Training	
BACS	12272	EALC - Cllr W. Stamp training	£ 120.00	£ 24.00	£ 144.00	4065	110	Training	
BACS	12375	EALC - Cllr W. Stamp training	£ 95.00	£ 19.00	£ 114.00	4065	110	Training	
BACS	SI52313	Blachere Illuminations - Christmas lights	£ 82.70	£ 16.54	£ 99.24	4530	150	Christmas lights	
BACS		Cllr W. Stamp - York Obelisk	£ 31.47	£ 6.30	£ 37.77	4501	150	Mayors Allowance	
BACS		Cllr W. Stamp - Solar Plaque	£ 98.04	£ -	£ 98.04	4501	150	Town Events	
BACS		Cllr W. Stamp - Trophies	£ 13.72	£ 2.74	£ 16.46	4501	150	Mayors Allowance	
BACS	28.02.20	Farmer & Shelvis - Damp / drain repair at Office	£ 665.00	£ 133.00	£ 798.00	4165	110	Council office Main.	
BACS	I/R52032	The Computer Centre - Remote user support	£ 75.60	£ 8.40	£ 84.00	4135	110	Computer	
BACS	200198	Abellio East Anglia - Insurance on Station House	£ 29.75	£ 5.95	£ 35.70	4700	170	Stn. House	
BACS	825	Ormiston Rivers Academy - Civic Reception	£ 694.27	£ -	£ 694.27	4500	150	Civic Reception	
BACS	Donation	Dengie Lost Dog Search and Rescue	£ 50.00	£ -	£ 50.00	4070	110	Mayors Allowance	
BACS	BTC1202	L. Barnard Flooring - Repair to carpet at Stn Hse	£ 20.00	£ -	£ 20.00	4700	170	Stn. House	
BACS	R028068	Protech MOT & Service - MOT on Council Van	£ 49.00	£ -	£ 49.00	4175	140	Van	
BACS	MX#34771	MX Wholesale - Litter picking grab tool	£ 36.23	£ -	£ 36.23	4401	140	Environment	
		TOTAL:	£ 8,165.94	£ 384.37	£ 8,550.31				

FINANCE 31st. MARCH 2020 YEAR END PAYMENTS									
Chq No.	Invoice No.	Payee	Cost	VAT	Total	Code	Cost	Budget Heading	
203736	5245	MSJ Garwood - Quarterly Grass Cutting	£ 1,298.25	£ 259.65	£ 1,557.90	4400	140	Grass cutting	
203737	202078	Sharprint Solutions - Photocopier cost	£ 185.41	£ 37.08	£ 222.49	4125	110	Photocopier	
203738	52197	The Computer Centre - Server and Hard drive	£ 1,109.17	£ 221.83	£ 1,331.00	4135	110	Computer Maintenance	
203739	52199	The Computer Centre - Additional Hours	£ 320.00	£ 64.00	£ 384.00	4135	110	Computer Maintenance	
203740	39	Duncan Haley Electrical - Works on Clock Tower	£ 650.00	£ -	£ 650.00	4300	130	Clock tower	
203741	690370	Shred Station	£ 40.00	£ 8.00	£ 48.00	4160	110	Office Equipment	
203742		J&A Sadler - Christmas/Allotments/Town Maintenance works	£ 3,314.75	£ 662.95	£ 3,977.70	4401	140	Christmas - Allotments - Town Maintenance	
203743	BUR18481207	MDC - CPO services 01.10.19 - 31.03.20	£ 9,560.72	£ 1,912.14	£ 11,472.86	4350	130	CPO Service	
203744		Cllr W. Stamp - Mayors Allowance expenditure	£ 394.31	£ -	£ 394.31	4070	110	Mayors Allowance	
203745	BUR03181140	MDC - Election cost for contested ward	£ 3,293.46	£ -	£ 3,293.46	4195	140	Election fund	
		TOTAL:	£ 20,166.07	£ 3,165.66	£ 23,331.73				

FINANCE 14th. APRIL 2020 MEETING									
Chq No.	Invoice No.	Payee	Cost	VAT	Total	Code	Cost	Budget Heading	
DD		Daisy Communications - Telephone / Broadband	£ 93.58	£ -	£ 93.58	4120	110	Tel/Broadband	
DD		XLN Telcom	£ 51.44	£ 10.29	£ 61.73	4700	110	Stn House	
DD		IONOS - Web hosting	£ 7.00	£ 1.40	£ 8.40	4130	110	Website	
DD		CNG - Gas for Council office	£ 142.15	£ 7.11	£ 149.26	4150	110	Light & Heat	
DD		British Gas - Electric for Council Office	£ 66.94	£ 3.34	£ 70.28	4150	110	Light & Heat	
DD	April '20	British Gas - Electric for Clock Tower	£ 26.01	£ 1.30	£ 27.31	4300	130	Clock Tower	
DD	April '20	Barclays Bank - Bank Charges	£ 11.50	£ -	£ 11.50	4090	110	Bank Charges	
BACS	April '20	Staff Salaries	£ 3,655.49	£ -	£ 3,655.49	4000	110	Salary	
BACS	April '20	HMRC	£ 839.62	£ -	£ 839.62	4010	110	Tax / NI	
BACS	April '20	ECC - Pension Fund	£ 590.14	£ -	£ 590.14	4030	110	Pension	
BACS	131459	SLCC - Webinar Training	£ 30.00	£ 6.00	£ 36.00	4065	110	Training	
BACS	131441	SLCC - Webinar Training	£ 15.00	£ 3.00	£ 18.00	4065	110	Training	
BACS	131419	SLCC - Webinar Training	£ 60.00	£ 12.00	£ 72.00	4065	110	Training	
BACS	131378	SLCC - Webinar Training	£ 30.00	£ 6.00	£ 36.00	4065	110	Training	
BACS	131299	SLCC - Webinar Training	£ 30.00	£ 6.00	£ 36.00	4065	110	Training	
BACS	131324	SLCC - Webinar Training	£ 15.00	£ 3.00	£ 18.00	4065	110	Training	
BACS	131312	SLCC - Webinar Training	£ 30.00	£ 6.00	£ 36.00	4065	110	Training	
BACS	Bill No. 43/0	MDC - Rates on Car park / War Memorial	£ 299.40	£ -	£ 299.40	4145	110	Non Dom Rates	
BACS	Bill No. 45/0	MDC - Rates on Providence Car Park	£ 2,944.10	£ -	£ 2,944.10	4145	110	Non Dom Rates	
BACS	Bill No. 44/0	MDC - Rates on Council Offices	£ 3,443.10	£ -	£ 3,443.10	4145	110	Non Dom Rates	
BACS	Bill No. 8/0	MDC - Rates on Old Station House	£ 3,742.50	£ -	£ 3,742.50	4145	110	Non Dom Rates	
BACS	12550	EALC / NALC subscription 2020/21	£ 1,068.25	£ -	£ 1,068.25	4105	110	Subscription	
BACS	52393	The Computer Centre - Remote user support	£ 70.00	£ 14.00	£ 84.00	4135	110	Computer Maint.	
BACS	BUR03181226	MDC - Revised election cost	£ 113.57	£ -	£ 113.57	4195	140	Election Fund	
BACS		East Of England Ambulance Service	£ 100.00	£ -	£ 100.00	4070	110	Mayors Allowance	
		TOTAL:	£ 17,474.79	£ 79.44	£ 17,554.23				

FINANCE MAY 2020 PAYMENTS			PAYMENTS MADE ON 28.05.20 & 29.05.20					
Chq No.	Invoice No.	Payee	Cost	VAT	Total	Code	Cost	Budget Heading
DD	7110114	Wave - Water bill for Council Office	£ 115.13	£ -	£ 115.13	4140	110	Water Charges
DD	10055774	Daisy Communications - Telephone / Broadband	£ 93.58	£ -	£ 93.58	4120	110	Tel/Broadband
DD	May '20	British Gas - Electric for Council Office	£ 45.30	£ 2.26	£ 47.56	4150	110	Light & Heat
DD	May '20	British Gas - Electric for Clock Tower	£ 26.21	£ 1.31	£ 27.52	4300	130	Clock Tower
DD		IONOS - Web hosting	£ 7.00	£ 1.40	£ 8.40	4130	110	Website
DD		XLN Telcom	£ 51.44	£ 10.29	£ 61.73	4700	110	Stn House
DD	May '20	CNG - Gas for Council office	£ 86.14	£ 4.31	£ 90.45	4150	110	Light & Heat
BACS	May '20	Staff Salaries	£ 3,817.09	£ -	£ 3,817.09	4000	110	Salary
BACS	May '20	HMRC	£ 888.99	£ -	£ 888.99	4010	110	Tax / NI
BACS	May '20	ECC - Pension Fund	£ 590.14	£ -	£ 590.14	4030	110	Pension
BACS	131529	SLCC - Webinar Training - Town Clerk	£ 15.00	£ 3.00	£ 18.00	4065	110	Training
BACS	131507	SLCC - Webinar Training - Town Clerk	£ 60.00	£ 12.00	£ 72.00	4065	110	Training
BACS	I/R52525	The Computer Centre - Remote user support	£ 70.00	£ 14.00	£ 84.00	4135	110	Computer Maint.
BACS	992412	Viking Stationery	£ 6.37	£ 1.27	£ 7.64	4115	110	Stationery
BACS	11924	EALC - Chairman's Day - Cllr B. Calver	£ 100.00	£ 20.00	£ 120.00	4065	110	Training
BACS	06.20 - 05.21	Came & Co - Insurance renewal for 1 year	£ 2,303.42	£ -	£ 2,303.42	4110	110	Insurance
BACS	S152458	Blachere Illumination - Christmas lights 2020/21	£ 2,594.22	£ 518.84	£ 3,113.06	4530	150	Christmas lights
BACS	131770	SLCC - Webinar training - Cllr W. Stamp	£ 60.00	£ 12.00	£ 72.00	4065	110	Training
BACS	197456	SLCC - Webinar training - Cllr W. Stamp	£ 30.00	£ 6.00	£ 36.00	4065	110	Training
BACS	I/R52617	The Computer Centre - Remote user support	£ 70.00	£ 14.00	£ 84.00	4135	110	Computer Maint.
		TOTAL:	£ 11,030.03	£ 620.69	£ 11,650.72			

FINANCE JUNE 2020 PAYMENTS										
Chq No.	Invoice No.	Payee	Cost	VAT	Total	Code	Cost	Budget Heading		
DD	10121403	Daisy Communications - Telephone / Broadband	£ 93.58	£ -	£ 93.58	4120	110	Tel/Broadband		
DD	June '20	British Gas - Electric for Council Office	£ 41.40	£ 2.07	£ 43.47	4150	110	Light & Heat		
DD	May '20	British Gas - Electric for Clock Tower	£ 26.21	£ 1.31	£ 27.52	4300	130	Clock Tower		
DD		IONOS - Web hosting	£ 7.00	£ 1.40	£ 8.40	4130	110	Website		
DD		XLN Telcom	£ 51.44	£ 10.29	£ 61.73	4700	110	Stn House		
DD	June '20	CNG - Gas for Council office	£ 66.10	£ 3.31	£ 69.41	4150	110	Light & Heat		
BACS	Refund	Stn Hse Refunds 27.03-31.05.20 Y. McDermott	£ 212.90	£ -	£ 212.90	4700	170	Station House		Paid 01.06.20
BACS	Refund	Stn Hse Refunds 27.03-31.05.20 C. Howell	£ 319.35	£ -	£ 319.35	4700	170	Station House		Paid 01.06.20
BACS	Refund	Stn Hse Refunds 27.03-31.05.20 C. Oakley	£ 191.61	£ -	£ 191.61	4700	170	Station House		Paid 01.06.20
BACS	Refund	Stn Hse Refunds 27.03-31.05.20 T. Norman	£ 138.39	£ -	£ 138.39	4700	170	Station House		Paid 01.06.20
BACS	June '20	Staff Salaries	£ 3,817.09	£ -	£ 3,817.09	4000	110	Salary		Paid 10.06.20
BACS	June '20	HMRC	£ 888.99	£ -	£ 888.99	4010	110	Tax / NI		Paid 10.06.20
BACS	June '20	ECC - Pension Fund	£ 590.14	£ -	£ 590.14	4030	110	Pension		Paid 10.06.20
BACS		B. Vaughan - Fuel for Council van	£ 20.00	£ -	£ 20.00	4175	140	Van		Paid 10.06.20
BACS	Van	DVLA Road Tax on Van - 12 months	£ 265.00	£ -	£ 265.00	4175	140	Council Van		Paid 10.06.20
BACS		Sarah Grimes - PPE Equipment for office	£ 196.98	£ -	£ 196.98	4060	110	Sundries / Cons.		Paid 15.06.20
BACS	June '20	Shelley Saunders - Weeding in High Street	£ 200.00	£ -	£ 200.00	4401	140	Environment		Paid 19.06.20
BACS	Refund	Stn Hse Refunds 01.06-14.06.20 Y. McDermott	£ 46.67	£ -	£ 46.67	4700	170	Station House		Paid 19.06.20
BACS	Refund	Stn Hse Refunds 01.06-14.06.20 C. Howell	£ 70.00	£ -	£ 70.00	4700	170	Station House		Paid 19.06.20
BACS	Refund	Stn Hse Refunds 01.06-14.06.20 C. Oakley	£ 42.00	£ -	£ 42.00	4700	170	Station House		Paid 19.06.20
BACS	Refund	Stn Hse Refunds 01.06-14.06.20 T. Norman	£ 30.33	£ -	£ 30.33	4700	170	Station House		Paid 19.06.20
BACS	258762	Viking Stationery	£ 6.78	£ 1.36	£ 8.14	4115	110	Stationery		
BACS	695262	Shred Station	£ 40.00	£ 8.00	£ 48.00	4160	110	Office Equip.		
BACS	197457	SLCC - Webinar Training Cllr W. Stamp	£ 30.00	£ 6.00	£ 36.00	4065	110	Training		
BACS	197455	SLCC - Webinar Training Cllr W. Stamp	£ 30.00	£ 6.00	£ 36.00	4065	110	Training		To pay W. Stamp
BACS	196664	SLCC - Webinar Training Cllr W. Stamp	£ 30.00	£ 6.00	£ 36.00	4065	110	Training		To pay W. Stamp
BACS	131852	SLCC - Webinar Training	£ 60.00	£ 12.00	£ 72.00	4065	110	Training		
BACS	8429	Abellio East Anglia - Rent on Station House	£ 29.75	£ 5.95	£ 35.70	4700	170	Station House		
BACS	R028378	Protech MOT & Service - Van repairs	£ 266.59	£ 53.32	£ 319.91	4175	140	Council Van		
BACS		Cllr W. Stamp - Padlock for Station House	£ 9.99	£ -	£ 9.99	4700	170	Station House		To pay W. Stamp
BACS		NFU Mutual - Van insurance	£ 448.09	£ -	£ 448.09	4175	140	Van		
BACS	June '20	Shelley Saunders - Weeding in High Street	£ 50.00	£ -	£ 50.00	4401	140	Environment		
BACS	206024	Sharpprint Solutions Service charge 28.02-30.06	£ 311.27	£ 62.25	£ 373.52	4125	110	Photocopier		
		TOTAL:	£ 8,627.65	£ 179.26	£ 8,806.91					£ 8,806.91

FINANCE JULY 2020 PAYMENTS									
Chq No.	Invoice No.	Payee	Cost	VAT	Total	Code	Cost	Budget Heading	
DD	10121403	Daisy Communications - Telephone / Broadband	£ 93.58	£ -	£ 93.58	4120	110	Tel/Broadband	
DD	July '20	British Gas - Electric for Council Office	£ 40.09	£ 2.00	£ 42.09	4150	110	Light & Heat	
DD	July '20	British Gas - Electric for Clock Tower	£ 28.32	£ 1.41	£ 29.73	4300	130	Clock Tower	
DD	July '20	CNG - Gas for Council office	£ 52.74	£ 2.64	£ 55.38	4150	110	Light & Heat	
DD		IONOS - Web hosting	£ 7.00	£ 1.40	£ 8.40	4130	110	Website	
DD		XLN Telcom	£ 51.44	£ 10.29	£ 61.73	4700	110	Stn House	
BACS	July '20	Staff Salaries	£ 3,816.89	£ -	£ 3,816.89	4000	110	Salary	Paid 10.07.20
BACS	July '20	HMRC	£ 889.19	£ -	£ 889.19	4010	110	Tax / NI	Paid 10.07.20
BACS	July '20	ECC - Pension Fund	£ 590.14	£ -	£ 590.14	4030	110	Pension	Paid 10.07.20
BACS	Refund	Stn Hse Refunds 15.06 - 30.06.20 Y. McDermott	£ 53.33	£ -	£ 53.33	4700	170	Station House	Paid 10.07.20
BACS	Refund	Stn Hse Refunds 15.06 - 30.06.20 C. Howell	£ 80.00	£ -	£ 80.00	4700	170	Station House	Paid 10.07.20
BACS	Refund	Stn Hse Refunds 15.06 - 30.06.20 C. Oakley	£ 48.00	£ -	£ 48.00	4700	170	Station House	Paid 10.07.20
BACS	Refund	Stn Hse Refunds 15.06 - 30.06.20 T. Norman	£ 34.67	£ -	£ 34.67	4700	170	Station House	Paid 10.07.20
BACS		Sarah Grimes - PPE Equipment	£ 246.24	£ -	£ 246.24	4060	110	Consumables	Paid 18.07.20
BACS	I/R52936	The Computer Centre - Remote user support	£ 70.00	£ 14.00	£ 84.00	4135	110	Computer Main.	Paid 18.07.20
BACS		RCCE - Subscription 2020/21	£ 115.50	£ 23.10	£ 138.60	4105	110	Subscription	Paid 18.07.20
BACS	4883	Workplace Safety Solutions -Station House	£ 480.00	£ 96.00	£ 576.00	4700	170	Stn House	Paid 18.07.20
BACS	5313	MSJ Garwood - Grass cutting	£ 1,531.00	£ 306.20	£ 1,837.20	4400	140	Grass Cutting	Paid 18.07.20
BACS	2019/20	CAB Maldon & District - 2019/20 Grant	£ 1,000.00	£ -	£ 1,000.00	4340	130	CAB	Paid 18.07.20
BACS	2020/21	CAB Maldon & District - 2020/21 Grant	£ 1,000.00	£ -	£ 1,000.00	4340	130	CAB	Paid 18.07.20
BACS		Viking PPE equipment	£ 54.76	£ 10.95	£ 65.71	4060	110	Consumables	Paid 18.07.20
BACS	27044	Brown & Son - Legal advice on registering land	£ 380.00	£ -	£ 380.00	4100	110	Legal	Paid 18.07.20
BACS		Cllr V. Bell - Environment plants and seeds	£ 58.88	£ -	£ 58.88	4401	140	Environment	Paid 18.07.20
BACS	R028539	Protech Service Centre - New Van battery	£ 86.00	£ 17.20	£ 103.20	4175	140	Council Van	Paid 18.07.20
BACS		B. Vaughan - Fuel for Council Van	£ 20.00	£ -	£ 20.00	4175	140	Council Van	Paid 18.07.20
		TOTAL:	£ 10,827.77	£ 485.19	£ 11,312.96				

FINANCE AUGUST 2020 PAYMENTS									
Chq No.	Invoice No.	Payee	Cost	VAT	Total	Code	Cost	Budget Heading	
DD		Daisy Communications - Telephone / Broadband	£ 93.58	£ -	£ 93.58	4120	110	Tel/Broadband	
DD	Aug '20	British Gas - Electric for Council Office	£ 39.25	£ 1.96	£ 41.21	4150	110	Light & Heat	
DD	Aug '20	British Gas - Electric for Clock Tower	£ 27.06	£ 1.35	£ 28.41	4300	130	Clock Tower	
DD	Aug '20	CNG - Gas for Council office	£ 52.74	£ 2.64	£ 55.38	4150	110	Light & Heat	
DD		IONOS - Web hosting	£ 7.00	£ 1.40	£ 8.40	4130	110	Website	
DD		XLN Telcom	£ 51.44	£ 10.29	£ 61.73	4700	110	Stn House	
BACS	Aug '20	Staff Salaries	£ 3,817.09	£ -	£ 3,817.09	4000	110	Salary	
BACS	Aug '20	HMRC	£ 888.99	£ -	£ 888.99	4010	110	Tax / NI	
BACS	Aug '20	ECC - Pension Fund	£ 590.14	£ -	£ 590.14	4030	110	Pension	
BACS	Refund	Stn Hse Refunds 01.07 - 31.07.20 Y. McDermott	£ 100.00	£ -	£ 100.00	4700	170	Station House	
BACS	Refund	Stn Hse Refunds 01.07 - 31.07.20 C. Howell	£ 150.00	£ -	£ 150.00	4700	170	Station House	
BACS	Refund	Stn Hse Refunds 01.07 - 31.07.20 C. Oakley	£ -	£ -	£ -	4700	170	Station House	
BACS	Refund	Stn Hse Refunds 01.07 - 31.07.20 T. Norman	£ 65.00	£ -	£ 65.00	4700	170	Station House	
BACS	10203	Shred Station - Disposing of confidential documents	£ 40.00	£ 8.00	£ 48.00	4160	110	Office Equip.	
BACS	I/R53273	The Computer Centre - Support and Webhosting	£ 86.67	£ 17.33	£ 104.00	4135	110	Computer Main.	
BACS	5335	MSJ Garwood - Trimming Shrub Area foundry Lane	£ 75.00	£ 15.00	£ 90.00	4400	140	Grass Cutting	
BACS	1343	Blackwater Roofing - Repair to Chamber roof	£ 1,598.00	£ 319.60	£ 1,917.60	4170	110	Pitch Roof Maint.	
		TOTAL:	£ 7,681.96	£ 377.57	£ 8,059.53				

Burnham On Crouch Town Council **Annual Budget - By Centre**

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>100 Income</u>									
1076 Precept	188,000	188,000	203,441	101,721	0	0	0	0	0
1090 Bank Interest Received	150	73	0	2	0	0	0	0	0
1100 Grants & Donation Received	0	15,000	0	0	0	0	0	0	0
1110 Chamber Hire	500	600	500	0	0	0	0	0	0
1130 Ayett's Distribution	118	118	118	138	0	0	0	0	0
1990 Other Income	0	1,162	2,000	0	0	0	0	0	0
Total Income	188,768	204,953	206,059	101,860	0	0	0	0	0
<u>Movement to/(from) Gen Reserve</u>	188,768	204,953	206,059	101,860	0		0		
<u>110 Administration</u>									
4000 Staff Salary	62,500	46,525	54,950	18,924	0	0	0	0	0
4010 PAYE & NI	0	10,581	3,862	4,396	0	0	0	0	0
4030 Pension	0	6,674	5,188	2,951	0	0	0	0	0
4050 Staff Mileage & Benefits	500	31	500	0	0	0	0	0	0
4060 Sundries & Consumables	500	65	500	465	0	0	0	0	0
4065 Training & Conferences	2,500	1,729	2,500	625	0	0	0	0	0
4070 Mayor's Allowance	1,000	828	1,000	100	0	0	0	0	0
4075 Councillors Expenses	500	71	500	0	0	0	0	0	0
4080 Special Constable Provision	4,000	0	1,000	0	0	0	0	0	0
4085 Mayor's Chain	100	230	100	0	0	0	0	0	0
4090 Bank Charges	500	392	500	47	0	0	0	0	0
4095 Audit Fees	650	895	895	0	0	0	0	0	0
4100 Legal, Planning, Survey Fees	4,000	2,154	10,000	330	0	0	0	0	0

Continued on next page

Burnham On Crouch Town Council
Annual Budget - By Centre

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4105 Subscriptions & Memberships	1,500	1,546	1,733	1,184	0	0	0	0	0
4110 Insurance	3,400	2,339	4,000	2,303	0	0	0	0	0
4115 Stationery	2,000	981	1,000	13	0	0	0	0	0
4120 Telephone, Broadband & Postage	2,000	1,260	2,000	390	0	0	0	0	0
4125 Photocopier	0	2,775	1,500	556	0	0	0	0	0
4130 Website	500	992	750	35	0	0	0	0	0
4135 Computer Maintenance	1,000	2,831	1,500	367	0	0	0	0	0
4140 Water Rates & Charges	300	221	308	115	0	0	0	0	0
4145 Non-Domestic Rates	10,500	10,262	10,575	10,429	0	0	0	0	0
4150 Light, Heat & Power	2,300	1,890	2,300	636	0	0	0	0	0
4155 Literature & Books	200	52	200	0	0	0	0	0	0
4160 Office & Chamber Equipment	3,600	641	2,500	80	0	0	0	0	0
4165 Council Office Maintenance/Eq	5,000	1,497	5,000	0	0	0	0	0	0
4170 Pitch Roof Maintenance	1,000	0	6,000	1,598	0	0	0	0	0
4175 Van	1,000	1,076	2,000	0	0	0	0	0	0
4185 Grants & Donations	5,100	2,400	2,000	2,000	0	0	0	0	0
4195 Election Fund	3,000	69	3,000	0	0	0	0	0	0
4200 Extraordinary Expenses	0	0	1,000	0	0	0	0	0	0
	119,150	101,005	128,861	47,543	0	0	0	0	0
Overhead Expenditure									
	(119,150)	(101,005)	(128,861)	(47,543)	0		0		
Movement to/(from) Gen Reserve									
130 Council Activities									
1300 Hanging Basket Sales	500	552	500	0	0	0	0	0	0
Total Income	500	552	500	0	0	0	0	0	0

Continued on next page

Burnham On Crouch Town Council
Annual Budget - By Centre

	Last Year		Current Year				Next Year		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4300	1,200	650	1,200	134	0	0	0	0	0
4310	0	130	0	0	0	0	0	0	0
4320	100	0	100	0	0	0	0	0	0
4350	20,200	19,811	20,200	0	0	0	0	0	0
4360	5,000	5,000	5,000	0	0	0	0	0	0
4370	5,000	6,890	5,500	0	0	0	0	0	0
4380	0	255	0	0	0	0	0	0	0
4390	500	0	1,500	0	0	0	0	0	0
4560	2,000	0	2,000	0	0	0	0	0	0
4570	1,000	0	0	0	0	0	0	0	0
4590	118	0	118	0	0	0	0	0	0
	35,118	32,736	35,618	134	0	0	0	0	0
	(34,618)	(32,184)	(35,118)	(134)	0	0	0	0	0

Continued on next page

Burnham On Crouch Town Council
Annual Budget - By Centre

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4580	Arcadia Road Wildlife Area	1,000	0	0	0	0	0	0	0	0
4610	Works on Council trees	0	300	1,000	0	0	0	0	0	0
4620	Observatory	0	0	500	0	0	0	0	0	0
	Overhead Expenditure	19,800	16,076	27,280	3,127	0	0	0	0	0
	Movement to/(from) Gen Reserve	(19,800)	(16,076)	(27,280)	(3,127)	0		0		
150	Events									
1150	Quay Day	0	3,836	0	0	0	0	0	0	0
1720	Summer Swimming	2,000	2,606	2,000	0	0	0	0	0	0
	Total Income	2,000	6,442	2,000	0	0	0	0	0	0
4500	Civic Receptions (in House)	2,000	3,727	2,500	0	0	0	0	0	0
4501	Town Events	0	379	0	0	0	0	0	0	0
4520	Burnham Week	0	385	0	0	0	0	0	0	0
4530	Festive Lighting & Christmas	5,000	10,056	10,000	2,594	0	0	0	0	0
4540	Summer Swimming	2,000	5,011	2,600	0	0	0	0	0	0
4550	Quay Day	500	4,477	1,000	0	0	0	0	0	0
	Overhead Expenditure	9,500	24,036	16,100	2,594	0	0	0	0	0
	Movement to/(from) Gen Reserve	(7,500)	(17,594)	(14,100)	(2,594)	0		0		
160	Allotments									
1600	Allotments Rents	1,000	789	1,000	0	0	0	0	0	0
	Total Income	1,000	789	1,000	0	0	0	0	0	0

Continued on next page

Burnham On Crouch Town Council
Annual Budget - By Centre

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4600 Allotments Expenditure	1,500	450	1,500	0	0	0	0	0	0
Overhead Expenditure	1,500	450	1,500	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(500)	339	(500)	0	0		0		
170 Old Station House									
1700 Old Station House Rent	4,800	5,165	4,800	1,845	0	0	0	0	0
Total Income	4,800	5,165	4,800	1,845	0	0	0	0	0
4700 Old Station House Expenditure	5,000	1,499	5,000	2,359	0	0	0	0	0
Overhead Expenditure	5,000	1,499	5,000	2,359	0	0	0	0	0
Movement to/(from) Gen Reserve	(200)	3,666	(200)	(514)	0		0		
999 VAT Data									
115 VAT on Receipts	12,500	19,906	0	5,045	0	0	0	0	0
Total Income	12,500	19,906	0	5,045	0	0	0	0	0
515 VAT on Payments	12,500	13,531	0	1,959	0	0	0	0	0
Overhead Expenditure	12,500	13,531	0	1,959	0	0	0	0	0
Movement to/(from) Gen Reserve	0	6,375	0	3,087	0		0		
Total Budget Income	209,568	237,807	214,359	108,750	0	0	0	0	0
Expenditure	202,568	189,333	214,359	57,717	0	0	0	0	0
Movement to/(from) Gen Reserve	7,000	48,475	0	51,033	0		0		

Burnham On Crouch Town Council

Bank - Cash and Investment Reconciliation as at 31 August 2020

Confirmed Bank & Investment Balances

Bank Statement Balances

31/08/2020	Current A/c	93,697.83
02/01/2020	Barclays Business Saver 848	0.00
01/04/2018	Barclays Business Saver 149	5.10
30/01/2020	Petty Cash	8.68
31/08/2020	Unity Trust Bank current a/c	103,074.81

196,786.42

Unpresented Payments

150.00

196,636.42

Receipts not on Bank Statement

0.00

Closing Balance

196,636.42

All Cash & Bank Accounts

1	Current Bank A/c	93,547.83
2	Barclays Business Saver 848	0.00
3	Barclays Business Saver 149	5.10
4	Petty Cash	8.68
5	Unity Trust Bank	103,074.81
6	Unity Trust Bank EMR	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	<hr/> 196,636.42 <hr/>

