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CHIEF EXECUTIVE'S OFFICE
CHIEF EXECUTIVE
Fiona Marshall

20 February 2017

Dear Councillor

You are summoned to attend the meeting of the;

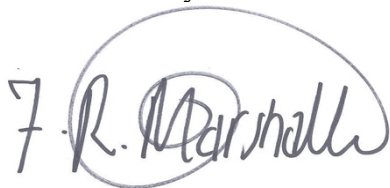
COMMUNITY SERVICES COMMITTEE

on **TUESDAY 28 FEBRUARY 2017 at 7.30 pm.**

in the Council Chamber, Maldon District Council Offices, Princes Road, Maldon.

A copy of the agenda is attached.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'F. R. Marshall', enclosed within a large, loopy oval shape.

Chief Executive

COMMITTEE MEMBERSHIP

CHAIRMAN

Councillor R Pratt

VICE-CHAIRMAN

Councillor Mrs B D Harker

COUNCILLORS

Miss A M Beale
A T Cain
I E Dobson
M F L Durham
Miss M R Lewis
N R Pudney
Mrs N G F Shaughnessy
Miss S White

Ex-officio non-voting Members: Councillor B S Beale MBE

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AGENDA COMMUNITY SERVICES COMMITTEE

TUESDAY 28 FEBRUARY 2017

1. **Chairman's notices**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 5 - 8)

To confirm the Minutes of the meeting of the Committee held on 24 January 2017, (copy enclosed).

4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6-8 inclusive of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

5. **Public Participation**

To receive the views of members of the public on items of business to be considered by the Committee (please see below):

1. A period of ten minutes will be set aside.
2. An individual may speak for no more than two minutes and will not be allowed to distribute or display papers, plans, photographs or other materials.
3. Anyone wishing to speak must notify the Committee Clerk between 7.00pm and 7.20pm prior to the start of the meeting.

6. **Chairman's Good News Announcements**

7. **Project Update - Maldon Health Hub** (Pages 9 - 22)

To consider the report of the Director of Customers and Community, (copy enclosed).

8. **Parking Update** (Pages 23 - 42)

To consider the report of the Car Parking Charges Review Task and Finish Working Group, (copy enclosed).

9. **Community Led Housing Programme** (Pages 43 - 52)

To consider the report of the Director of Customers and Community, (copy enclosed).

10. **Memorials in Council Owned Open Spaces** (Pages 53 - 64)

To consider the report of the Director of Customers and Community, (copy enclosed).

11. **Mast at Riverside Park, Burnham-on-Crouch** (Pages 65 - 68)

To consider the report of the Director of Customers and Community, (copy enclosed).

12. **Burnham Sailing Club Lease** (Pages 69 - 80)

To consider the report of the Director of Customers and Community, (copy enclosed).

13. **Any other items of business that the Chairman of the Committee decides are urgent.**

NOTICES

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. At the start of the meeting an announcement will be made about the sound recording. Members of the public attending the meeting with a view to speaking are deemed to be giving permission to be included in the recording.

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Closed-Circuit Television (CCTV)

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**MINUTES of
COMMUNITY SERVICES COMMITTEE
24 JANUARY 2017**

PRESENT

Chairman	Councillor R Pratt
Vice-Chairman	Councillor Mrs B D Harker
Councillors	Miss A M Beale, A T Cain, I E Dobson, M F L Durham, Miss M R Lewis, N R Pudney, Mrs N G F Shaughnessy and Miss S White
Ex-Officio Non- Voting Member	B S Beale MBE

904. CHAIRMAN'S NOTICES

The Chairman welcomed Councillor Mrs N G F Shaughnessy to her first meeting of the Committee following her election. He then drew attention to the list of notices published on the back of the agenda.

905. APOLOGIES FOR ABSENCE

There were none.

906. MINUTES OF THE LAST MEETING

RESOLVED that the Minutes of the meeting of the Committee held on 22 November 2017 be approved and confirmed.

907. DISCLOSURE OF INTEREST

Councillor N R Pudney declared a non-personal and non-pecuniary interest in agenda item 10 – Project Update – Maldon Health Hub, as he was employed by the NHS.

908. PUBLIC PARTICIPATION

There was no public participation.

909. ORDER OF BUSINESS AND CHAIRMAN'S GOOD NEWS ANNOUNCEMENTS

The Chairman said that he proposed to bring forward item 10 (Project Update – Maldon Health Hub) on the agenda to enable the Chief Executive to leave the meeting earlier.

He then referred to the following items of good news:

- Saltmarsh 75 Website – now live, and attracting entrants for the 2017 event
- Volume and Value Survey (Visit Essex) – positive feedback from this showing increased visitor numbers and spend within the District.

910. PROJECT UPDATE - MALDON HEALTH HUB

The Committee considered the report of the Chief Executive on progress of the above project. The report had also been considered by the Overview and Scrutiny Committee.

The Committee at its meeting on 30 August 2016 had received an update on the Community Hospital project and was informed of the Clinical Commissioning Group's (CCG) stated commitment to the development of an affordable primary/community care facility centred on Maldon to replace St Peters Hospital.

The Committee was asked to note that the project had now been rebadged the Maldon Health Hub project. This was because at the current time there was no certainty that beds would be provided within the new facility and it may not therefore be considered to be a "hospital".

The Chief Executive reported on a recent meeting between leading Councillors, herself and the Regional Director of NHS England. She said that following some uncertainty as to what primary care facilities would be provided and where, given that the proposed new health hub at North Heybridge seemed linked to the replacement facility for St Peters Hospital, it had been confirmed that there was a commitment to the facility at Heybridge in its own right.

The Chief Executive added that the Project Board would continue to receive key Primary Care updates at its meetings, and that there were reports being submitted to the Planning and Licensing and Overview and Scrutiny Committees on the use and monitoring of s106 agreements for strategic development sites. She also commented that Planning Services had been asked to look at possible initiatives for the provision of key worker accommodation to assist recruitment to the Health Service. She concluded by confirming that a detailed Project Plan for the Maldon Health Hub together with an Actions Log had now been received and that the CCG would be held to its commitments on this.

Debate ensued in which reference was made to the following issues:

- The involvement of the NHS and spare capacity at the new Health Centre at Danbury
- Loss of key facilities currently provided at St Peters, e.g. stroke unit
- Recruitment of GPs – could be improved if surgeries became training surgeries

- Consultants engaged to scope the project – due to report in March/April
- GPs reducing home visits on cost grounds if places in care homes cheaper
- The Council’s preparation of an alternative Business Plan had not been progressed due to the uncertainty of the facilities likely to be commissioned
- Every opportunity to now be taken in the continuing dialogue to question and press the various Health representatives

RESOLVED that the report is noted with dismay and disappointment.

911. LEISURE CONTRACT UPDATE

The Committee received presentations from the Leisure and Community Development Manager and also Mr Mark Taylor of People for Places Leisure Management Ltd (PfP), the leisure contract services provider.

The first presentation gave an overview of the new leisure contract and the associated management arrangements, and then provided details of the various initiatives and support provided by the Community Development Team.

The second presentation provided an overview of PfP as an organisation and some of the positive outcomes of the new leisure contract.

Following questions from Members, the Committee recognised what a good deal this had been for Maldon and the success that had been achieved with good liaison between the Council and the service provided. Both teams were congratulated and the representatives thanked for their presentations.

RESOLVED that the update be noted with pleasure and that steps be taken to provide a press release on the successful outcomes from the new Leisure Contract.

912. PROPOSAL TO ESTABLISH A STRATEGIC HOUSING BOARD

The Committee considered the report of the Director of Customers and Community on a proposal to establish a Strategic Housing Board. The report was also being considered by the other two programme Committees.

It was noted that the range of Housing issues for the Council had moved on and was not principally concerned with Affordable Housing. It was about meeting and managing all housing needs, and helping to turn Planning approvals into actual delivery. The setting up of a Strategic Housing Board would assist in providing strategic direction to meet these objectives.

RECOMMENDED

- (i) that a Strategic Housing Board be created with two Members appointed from each of the programme Committees with the intention that the Board will meet quarterly, that this Committee nominates Councillors Mrs B D Harker and B S Beale;

- (ii) that the Terms of Reference for the Board be agreed once established by its Members which will also include senior officers of the Council;
- (iii) that the fundamental purpose of the Strategic Housing Board will be to consider and advise relevant committees on the Council's strategic priorities and actions for meeting the need for affordable housing and the housing need of other groups in the District.

913. FOOD CADDY LINER SUPPLY

The Committee considered the report of the Director of Customer and Community on an evaluation of the option of continuing to supply plastic caddy liners for the food waste bins.

It was noted that due to the increased volume collected, the income from Essex County Council had covered the cost of collection and it was expected that this would continue for another year. If discontinued, the collection volume might reduce.

The Committee again reflected on the success of the new waste contract which along with the leisure contract had provided most positive and pleasing outcomes for the Council.

RESOLVED that the Council continues to supply the food caddy liners to residents as the resulting increased tonnage leads to a greater income than the cost of the liners.

There being no further items of business the Chairman closed the meeting at 8.45 pm.

R PRATT
CHAIRMAN

(a)
(b)



REPORT of DIRECTOR OF CUSTOMERS AND COMMUNITY

**to
COMMUNITY SERVICES COMMITTEE
28 FEBRUARY 2017**

PROJECT UPDATE - MALDON HEALTH HUB

1. PURPOSE OF THE REPORT

- 1.1 To update Members on the future reporting process for the Maldon Health Hub Project and to recommend to Council that the Community Hospital Working Group be dissolved.

2. RECOMMENDATIONS

To the Council:

- (i) that the Community Hospital Working Group is dissolved.
- (ii) that a standing item be included on the Community Services Agenda on the Maldon Health Hub Project.

3. SUMMARY OF KEY ISSUES

- 3.1 Members, at their meeting on 11 January 2017, received an update on the Maldon Health Hub Project from the Chief Executive (Minute No. 910 refers).
- 3.2 With an objective to review communications, Officers have been considering the reporting lines on the Maldon Health Hub project. At the moment this Committee receives reports, the Community Hospital Working Group is also involved together with Member representation upon the Community Services and Hospital Project Board. To streamline this process consideration has been given into dissolving the Community Hospital Working Group and re focussing activity through this committee.
- 3.3 Within the Terms of Reference of this Committee the following is included:-

To exercise on behalf of the Council the following functions:-

- Operational arrangements with the voluntary sector, schools, health and other agencies, partnerships, or authorities providing services for the community.
- The arrangements for fostering and developing close working partnerships with the Essex Police Authority, the Primary Care Organisations, the Maldon

District Citizens Advice Bureau and the Maldon and District Council for Voluntary Services.

- The monitoring of matters which adversely affect public health.

- 3.4 From the detail above it is felt the Community Services Committee is ideally placed to take a leading role in working with partners to deliver this project. Whilst the value of the Working Group is recognised there is an element of duplication. It is felt the business conducted by the Working Group could easily be incorporated within the normal business of this Committee.
- 3.5 To strengthen the above it is proposed that in future a standing item be included upon the Community Services Committee Agenda to ensure Members are regularly updated on progress relating to the project. The Agenda item may also be used as a vehicle to receive reports and this could include inviting representatives from the Clinical Commissioning Group (CCG) or National Health Service (NHS) as required. This Committee could report direct to Council in future making necessary recommendations as and when required.
- 3.6 On 14 February 2017 the Council issued a News Release relating to the co-ordinated approach being taken to achieve a new Health Hub. A copy of the release is included at **APPENDIX 1** for Members information. A copy of the latest project programme is attached for information at **APPENDIX 2**. It should be noted that dates shown in the project programme may change as work is being undertaken on mile stone updates and funding for 2017 / 18 has yet to be secured.

4. CONCLUSION

- 4.1 The Council continues to work with partners to progress the delivery of a new health hub for the Maldon District. The Project Board is due to meet again at the end February. It is hoped by including a standing item on the agenda for this Committee Members focus will be concentrated through the activities of this Committee.

5. IMPACT ON CORPORATE GOALS

- 5.1 Helping to deliver new healthcare facilities in Maldon is a key project set out in the Council's Corporate Plan for 2015 - 2019.

6. IMPLICATIONS

- (i) **Impact on Customers** – A new Health Hub has the potential to improve access to health care and thereby improve the health and wellbeing of residents.
- (ii) **Impact on Equalities** – The provision of a new facility will play a role in reducing health inequalities.
- (iii) **Impact on Risk** – An updated project risk register will be compiled by the new Project Manager.

- (iv) **Impact on Resources (financial)** - On conclusion of the Estates Options Appraisal work the Council will need to review the extent to which it wishes to be involved in the delivery, funding and / or ownership of a new health hub. This will required further detailed appraisal work which will require professional support and resource at the appropriate time.
- (v) **Impact on Resources (human)** – Through streamlining the reporting lines for this project duplication will be eliminated and time saving will result for Members and Officers alike.
- (vi) **Impact on the Environment** – A full environmental impact assessment will be required as part of the development of a Health Hub.

Background Papers: None.

Enquiries to: Richard Holmes, Director of Customers and Community (Tel: 01621 875752).

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MALDON DISTRICT COUNCIL

Latest news

Community Health Hub

Published on Wednesday, 15th February 2017

A co-ordinated approach to Maldon's new Community Health Hub is taking shape.

A project Board comprising Maldon District Council and health partners, including Mid Essex Clinical Commissioning Group (CCG), local GP's and patient groups are working closely together to bring forward an affordable solution to meet both community and primary health (GP) needs for the Maldon District.

Work is underway to assess requirements for the Schedule of Accommodation against current activity predictions and the proposed model of care. This work takes account of the CCG's Home First Strategy which seeks to provide homecare packages providing the right level of support to enable patients to be treated and cared for in their own homes, freeing up acute hospital beds for those with the greatest need.

The project, which takes account of both existing primary care needs and growth arising from new housing developments in Maldon and Heybridge, is planning for a new GP surgery in the new North Heybridge Garden Suburb and a new Health Hub situated in or around Maldon which will include both community and primary care facilities. Options to provide an independent living (extra care) housing scheme and possibly a nursing home alongside the new Health Hub are also being looked at.

Mid Essex Hospitals Trust (MEHT) who own the current St Peter's Hospital site, are part of the discussions looking at the provision of services for a new Health Hub on alternative site.

Maldon District Council's Chief Executive, Fiona Marshall, said; "I am pleased that the

APPENDIX 1

discussions about health provision and a new Community Health Hub for the District are really starting to take shape. The Council has been instrumental in ensuring that a co-ordinated and joined up approach is taken which is critical to the success of delivering a Health Hub. I am confident that we have the commitment from all of our partners to deliver a package of first class health services to the residents of the District and I look forward to seeing this progress.”

Dr Caroline Dollery, Chair of Mid Essex CCG, said: “We look forward to continuing the collaboration with patient representatives and others involved in the project board to ensure that we can shape plans for services that support people to receive care at home wherever possible.”

A spokesperson for the Blackwater and Longfield Patient Reference Group, added; “We are enthused by the process that is actually starting to make positive ground in planning the new Maldon Community Health Hub. The resources of those who deliver primary health care have never been so stretched and the demands so high. However, the multi-agency Board which is tasked with providing the new Health Hub is working well together. From a patient perspective, it is vital that representatives convey the fears and hopes of patients. But we must additionally be mindful of the extreme pressures which health providers have been placed under. Patient representatives will continue to capture the broader engagement of Patient Group members who themselves represent the wider patient cohort. Our role, alongside that of District Councillors and officers is to strive to obtain the best possible outcomes in challenging times. We have a duty not to allow the dilution of services to patients in the Maldon area.

The role of health providers is to meet health demand within tight budget constraints. No-one has the authority to irresponsibly squander public money.

To date, hours of discussion has resulted in a project structure, an outline of the ongoing programme and what we need to take to a potential developer.

What we must attempt is to get the best possible provision with the money available. We will also work to keep the general public better informed.

Some people have spoken of continuing to use St. Peter's Hospital to deliver services from. However, one major infrastructure problem is it could close due to the expense of operating from an ageing building.

The project is moving forward. But there are a number of crucial inputs and stages which, if not sensitively managed, can cause delay or even cancellation. The NHS agencies and Maldon District Council have committed to give more regular updates for the benefit of the community.”

APPENDIX 1

More articles in the [news archive](#)



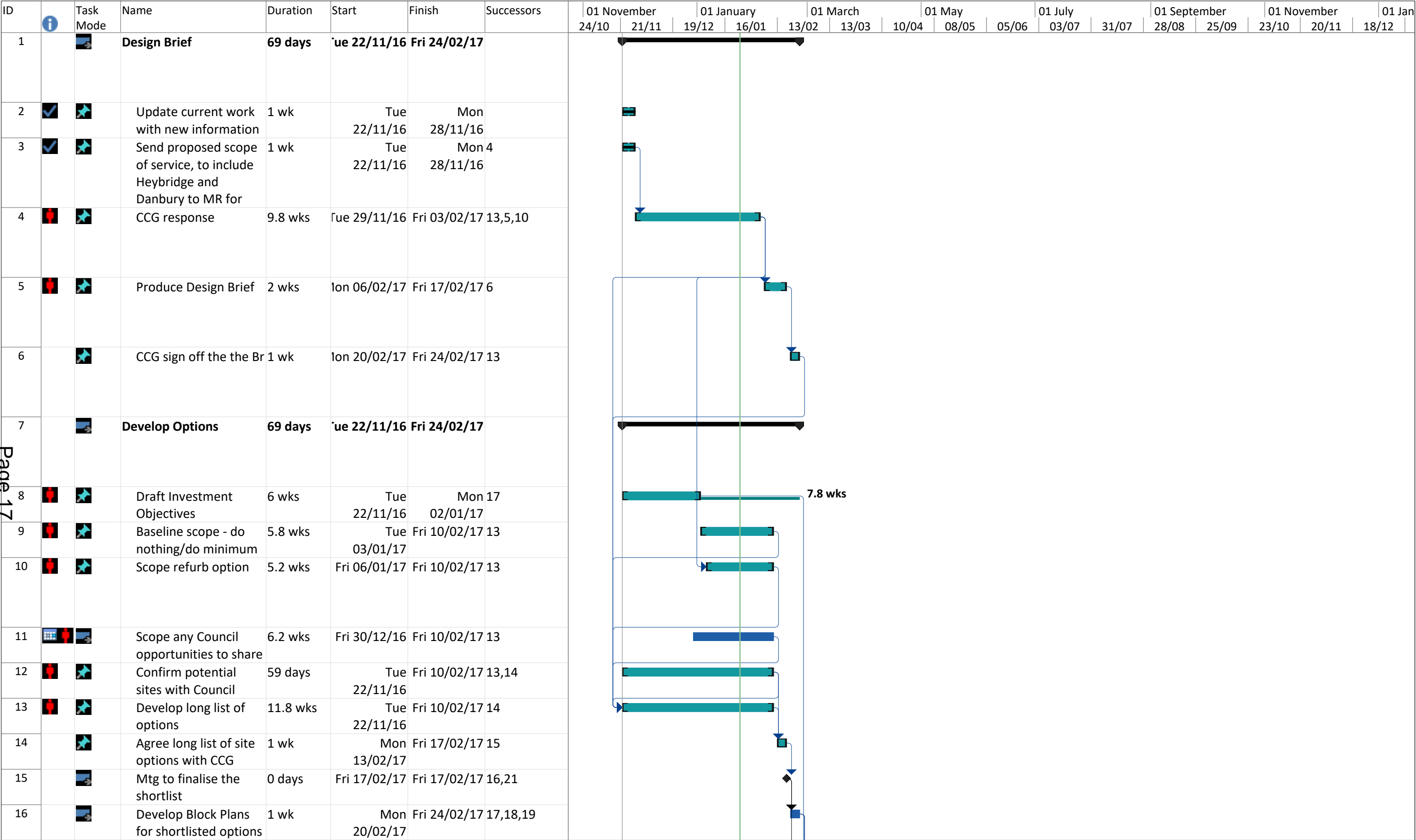
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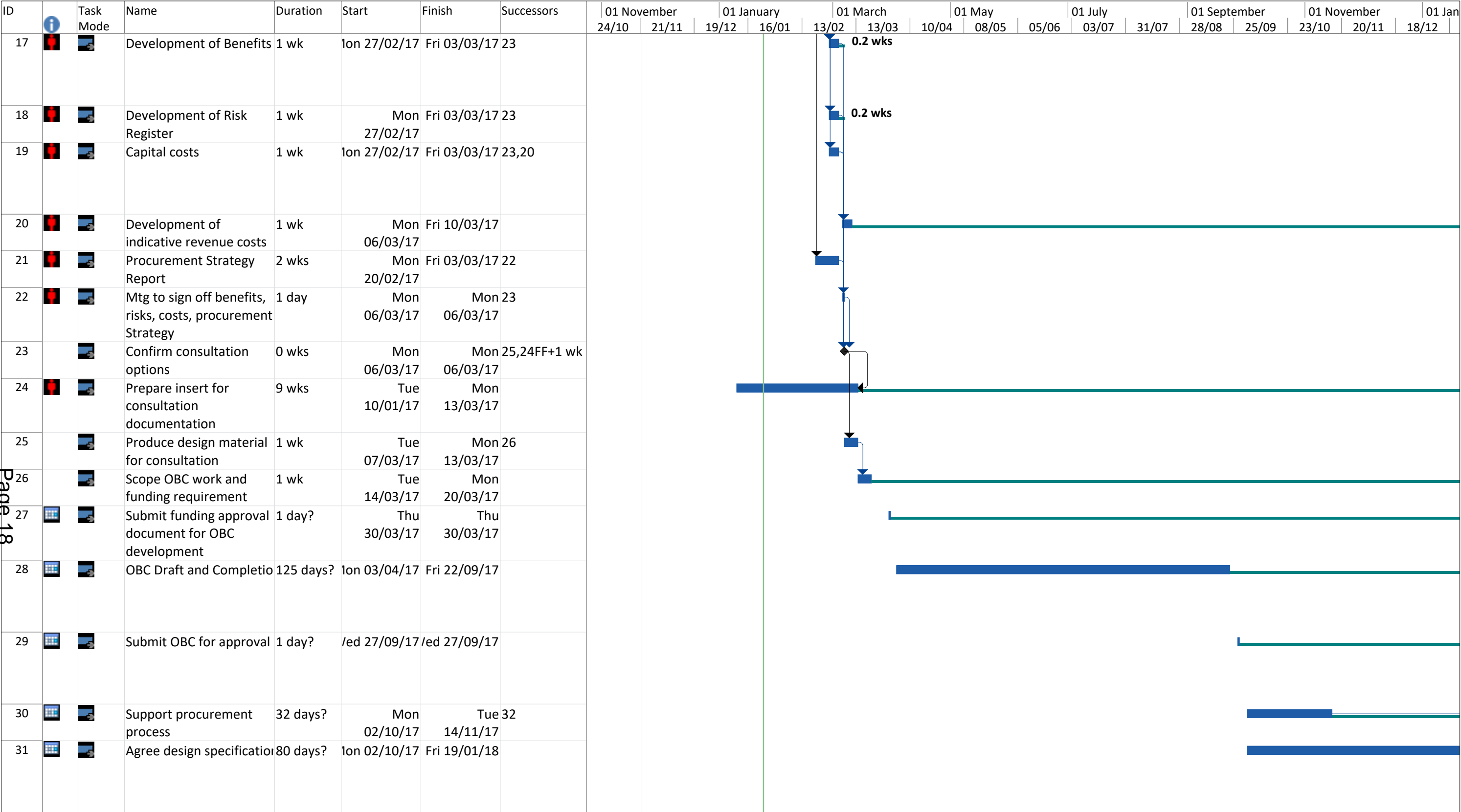
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



















Critical		Slack		Rolled Up Critical Split		Inactive Summary		Start-only	
Critical Split		Slippage		External Tasks		Manual Task		Finish-only	
Task		Summary		External Milestone		Duration-only		Deadline	
Split		Project Summary		Inactive Task		Manual Summary Rollup		Progress	
Milestone		Rolled Up Critical		Inactive Milestone		Manual Summary			



Critical		Slack		Rolled Up Critical Split		Inactive Summary		Start-only	
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Milestone		Rolled Up Critical		Inactive Milestone		Manual Summary			

ID		Task Mode	Name	Duration	Start	Finish	Successors	01 November		01 January		01 March		01 May		01 July		01 September		01 November		01 Jan	
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32			Finalise FBC	1 day?	/ed 31/01/18	/ed 31/01/18	33																
33			Approval of FBC	20 days?	Thu 01/02/18	/ed 28/02/18																	
34			Agreement to Lease signed	21 days?	Fri 02/03/18	Fri 30/03/18	35																
35			Contract award & Commencement of construction Phase	21 days?	Mon 02/04/18	Mon 30/04/18																	
36			Construction Phase	413 days?	Fri 01/06/18	Tue 31/12/19																	



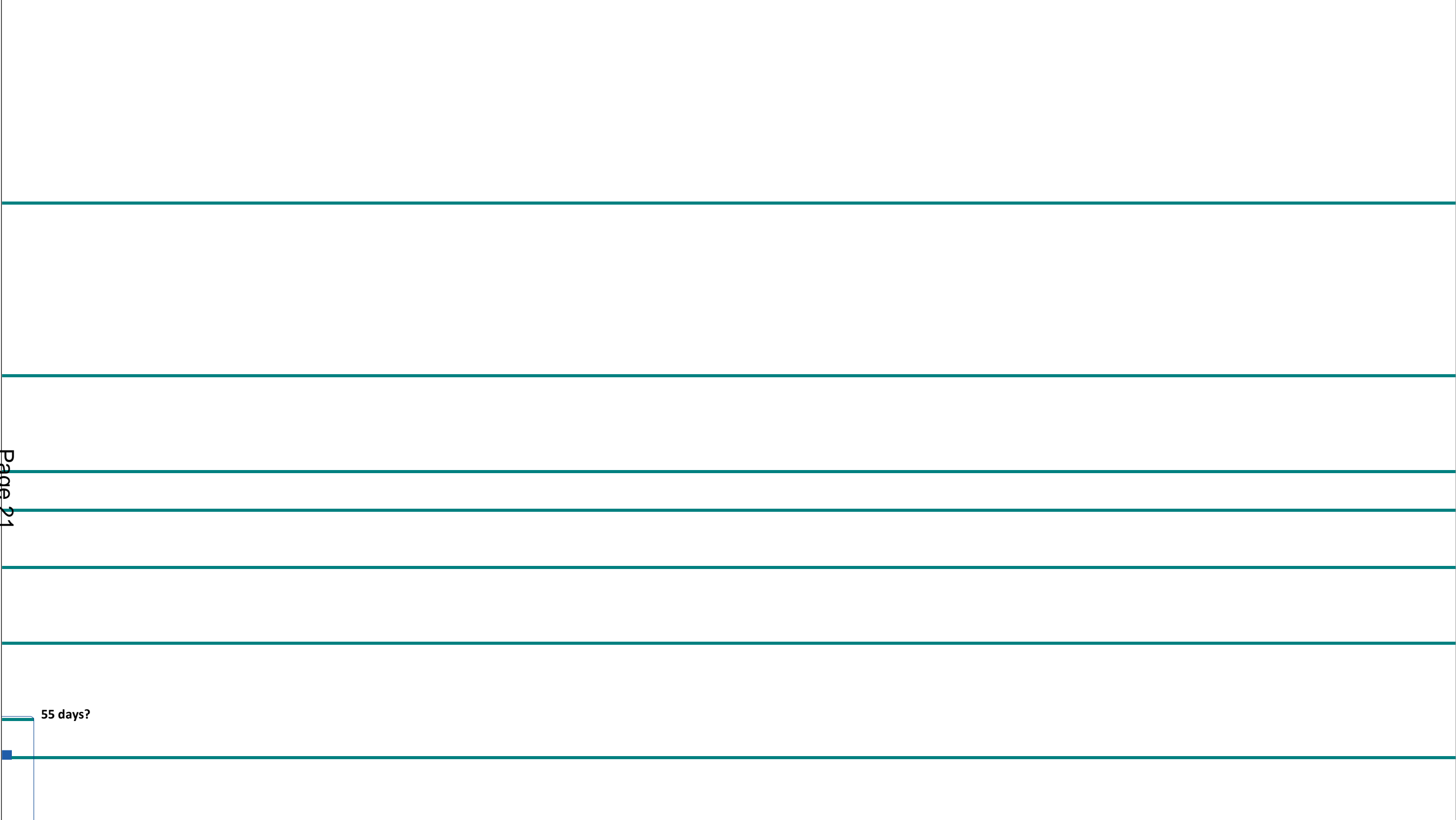
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Milestone		Rolled Up Critical		Inactive Milestone		Manual Summary			

January		01 March		01 May		01 July		01 September		01 November		01 January		01 March		01 May		01 July		01 September		01 November		01 January		
15/01	12/02	12/03	09/04	07/05	04/06	02/07	30/07	27/08	24/09	22/10	19/11	17/12	14/01	11/02	11/03	08/04	06/05	03/06	01/07	29/07	26/08	23/09	21/10	18/11	16/12	13/01



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January		01 March		01 May		01 July		01 September		01 November		01 January		01 March		01 May		01 July		01 September		01 November		01 January		
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146.4 wks

146.2 wks

145.2 wks

718 days?

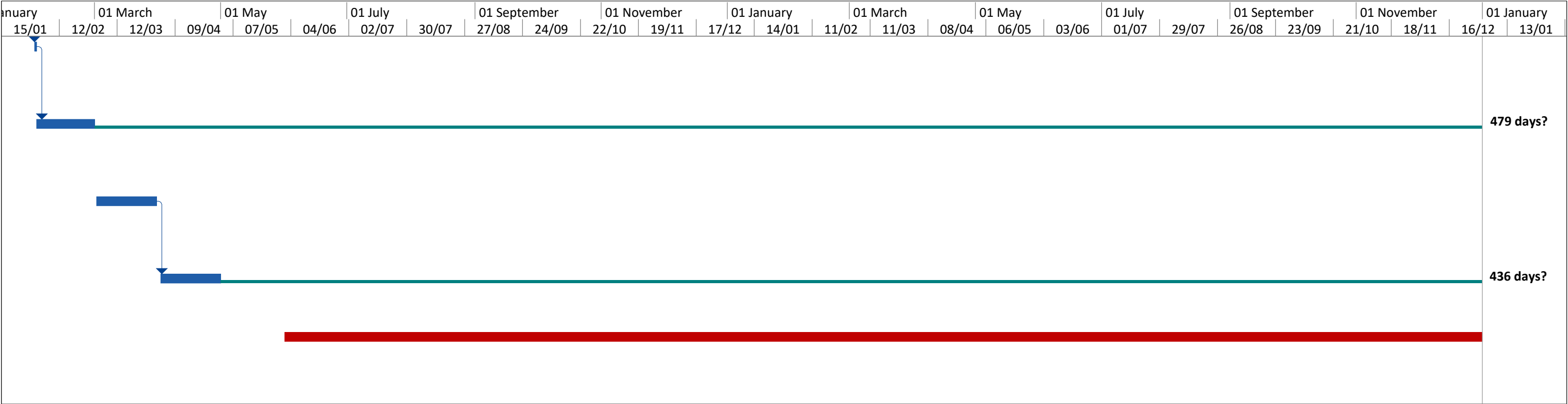
592 days?

589 days?

507 days?



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	Split		Project Summary		Inactive Task		Manual Summary Rollup		Progress	
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REPORT of CAR PARKING CHARGES REVIEW TASK AND FINISH WORKING GROUP

to
COMMUNITY SERVICES COMMITTEE
28 FEBRUARY 2017

PARKING UPDATE

1. PURPOSE OF THE REPORT

- 1.1 To provide a review on the implementation of the car parking charges that commenced in April 2016.

2. RECOMMENDATIONS

- (i) that the report is noted and that no amendments are made to the existing charges within the 2017/18 financial year;
- (ii) that the Car Parking Task and Finish Group is concluded;
- (iii) that an annual Parking liaison group composed of Members, Officers and invited representatives of the community is formed, Council membership to be agreed at the first annual meeting of this Committee.

3. SUMMARY OF KEY ISSUES

- 3.1 On 19 January 2016 this Committee considered the report of the Director of Customers and Community on the review of parking charges which had been undertaken by the Task and Finish Working Group. The report was recommended to the Finance and Corporate Services Committee with the proposed changes to Parking Policy and Fees and Charges for Maldon. This report was then taken to the Council on 4 February 2016 and changes approved.
- 3.2 At the meeting of the Council on 4 February 2016 (Minute No. 875 refers) the following was agreed:

Car Parking Charges:

- a) That a 10% increase be made appropriately rounded to all tariffs with the exception of the all-day charge in the respective car park.
- b) That the linear charging option is removed from all car parks.
- c) That variable charging Monday to Saturday 8 am to 5 pm in all town centre car parks remains and that a fixed fee of £1.00 be introduced during the evening period (up to 10pm) and £1.00 on a Sunday (8am to 10pm).

- d) That a Resident's off street Town Centre Permit be introduced for valid Town Centre residents only in line with existing residents' permits.
 - e) That a 10% increase be applied to the Promenade Park tariffs with the exception of the all day rate which is to be increased to £7 at the Promenade Park.
 - f) That charging be introduced at weekends at the Council Offices based upon the rates set for Butt Lane Car Park.
- 3.3 Due to the discontent at the introduction of these chargers by various community, business and church groups it was proposed and agreed that there would be a review of new arrangements after they had been in place for 6 months to assess their impact. Consequently on 23 February a second report was brought to Members at the Community Services Committee (Minute No. 934 refers) where it was resolved;
- that the Car Parking Charges Review Task and Finish Working Group (CPCRT&FWG) shall formulate and report back to this Committee the findings of a parking review six months after the implementation of new charges with evidence to support their views. The timetable for reporting back was further extended (minute 489 refers) to allow more data to be collected before reporting back.
- 3.4 The CPCRT&FWG last met on 7 February 2017. Data from both the Council and the Community / Business / Religious groups was presented to the working group for discussion and consideration.
- 3.5 The key areas that were monitored by the Council were;
- (i) Comparison of income during the same months before and after charge (**APPENDIX 1**) this captures total income for 2015/16 and total income during 2016/17 for the same months
 - (ii) The level of ticket sales for Sundays (**APPENDIX 2**) and evenings (**APPENDIX 3**). This demonstrates that the level of use pre charges in March 2016 is similar to the level of use for the months following March up to present.
 - (iii) List of charges in neighbouring councils (**APPENDIX 4**).
 - (iv) The number of empty shop units on the High Street in March 2016 was four, there are three in January 2017 (data collected following visual inspection)
- 3.6 Since the introduction of the new charges five meetings have been held by the working group. There has been stakeholder involvement at all of the meetings with representatives attending from community groups, the voluntary sector, the religious fraternity and business groups however it should be noted that the business community did not send a representative to the February 2017 meeting. The focus of the group has been on Town Centre Car Parks.
- 3.7 The information presented by the by the community leaders (**APPENDIX 5**) at the February meeting of the working group was a survey which carried out by the Maldon and District Community Voluntary Services (CVS) between August 2016 and January 2017 which attracted six responses four from community Groups and two from the Church.

- 3.3.5 It was agreed that the response was limited despite the five months that interested persons or groups had been given to respond. The six that did respond said that the increased charges would be likely to have a negative impact on their activities. However it was also felt that if only six people have responded then it may not be an issue which concerns people enough to warrant responding. Therefore, it is difficult to draw any meaningful conclusion from this data.
- 3.8 With regard to the Religious Community no firm evidence was presented to the working group on the impact on Church attendance by volunteers or worshipers. The Representative of the Business Community said at the July CPCRT&FWG, anecdotally, that she felt there had not been a detrimental effect on the business community but as mentioned above no representative attended the latest working group.
- 3.9 The community Group representative felt it was important that any future plans for increased charges be communicated at the earliest opportunity to ensure comprehensive feedback, to this end it was agreed that before the annual budget setting process began there would be a meeting with council Officers and Members if appropriate to review potential car parking charge increases. The best time for this would be annually in September / October.

4. CONCLUSION

- 4.1 From the data supplied by and to the Council (as included with the appendices to this report) it is concluded that there is no demonstrable evidence that the increase of car parking charges and implementation of evening and weekend charges has had any material effect upon those raising initial concerns.
- 4.2 The level of participation in community and voluntary groups has not been monitored by the independent partners of the CPCRT&FWG, nor has the attendance at Church or the profitability of businesses in the town Centre. However a survey was undertaken of volunteers but the level of response at six is so minimal as to not be significant.
- 4.3 As there is no ongoing function for the CPCRT&FWG therefore it is recommended that it should be wound up and concluded. It is recommended an annual liaison meeting is held each year as detailed in the recommendations to this report.

5. IMPACT ON CORPORATE GOALS

- 5.1 This work contributes to the Councils Corporate Goals of ‘Creating opportunities for economic growth and prosperity’ and ‘Delivering good quality, cost effective and valued services’.

6. IMPLICATIONS

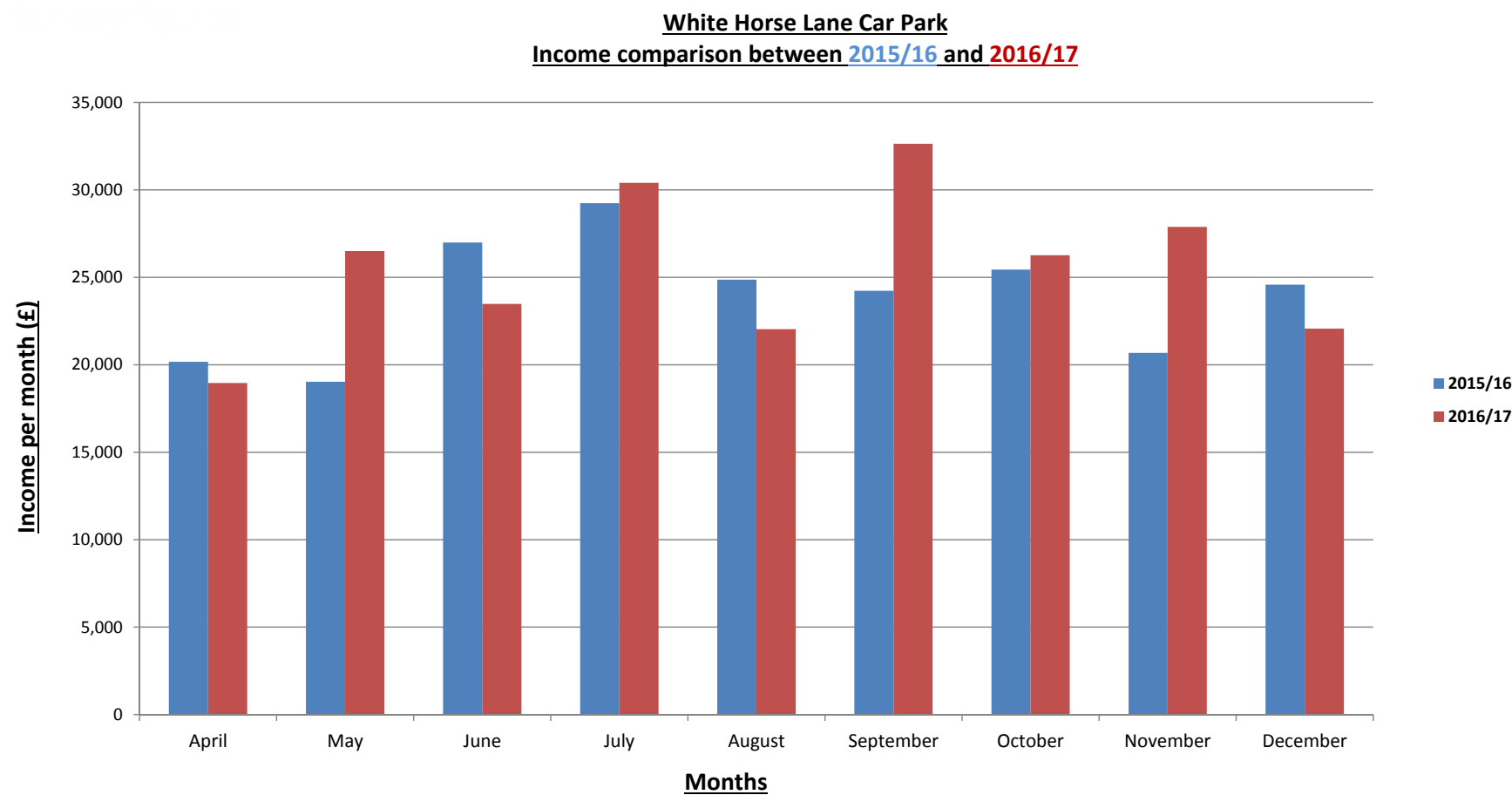
- (i) **Impact on Customers** – The Council is applying the principle of making a fair charge for services providers to users of Council facilities and no clear

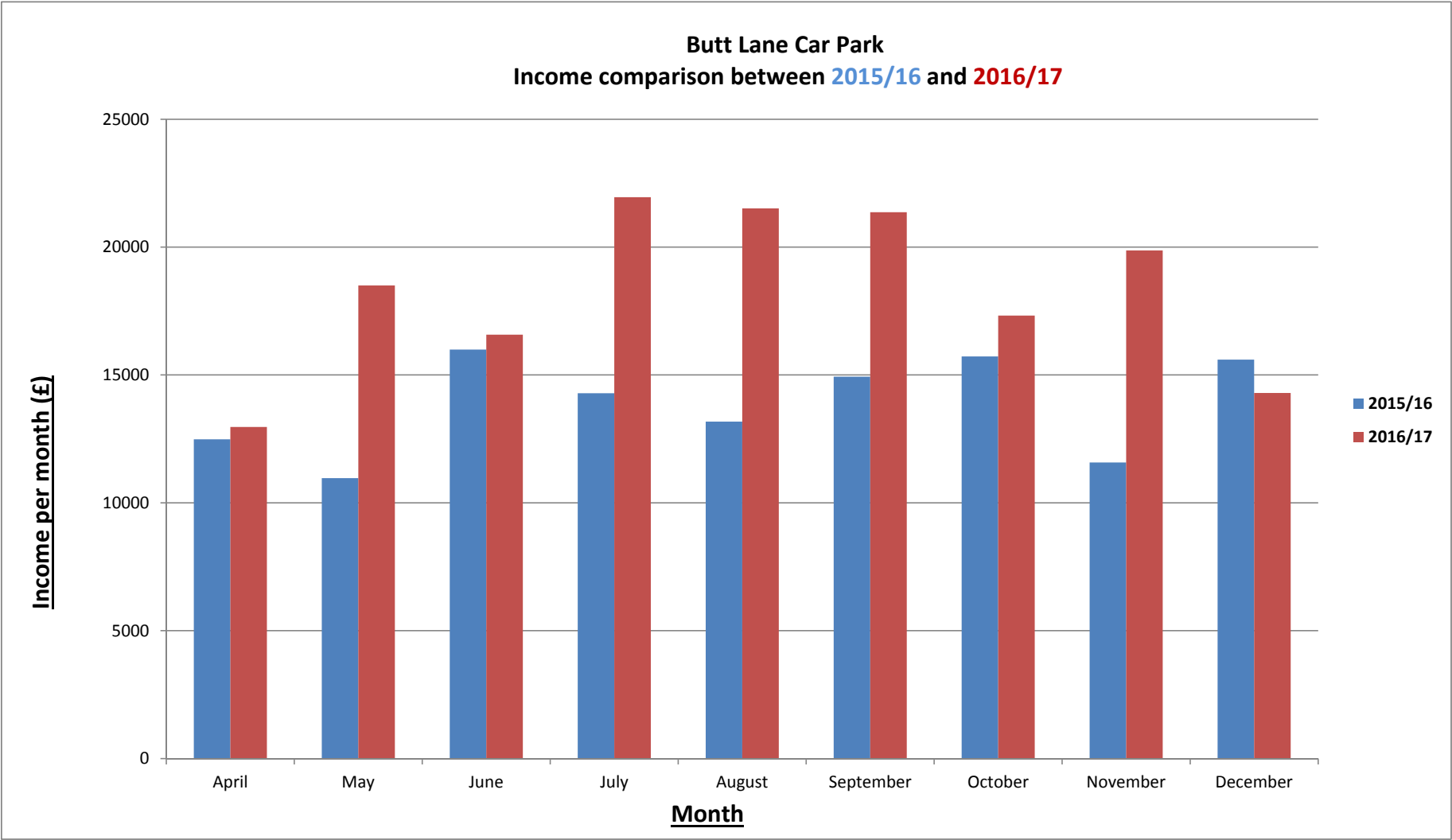
evidence upon the negative impact following the introduction of new charges has been forthcoming.

- (ii) **Impact on Equalities** – The Council provides services to the whole community and strives to ensure that none of those with protective characteristics stated within legislation re adversely affected.
- (iii) **Impact on Risk** – None identified.
- (iv) **Impact on Resources (financial)** – Income from car parking is in line with budget estimates.
- (v) **Impact on Resources (human)** – None.
- (vi) **Impact on the Environment** – None identified.

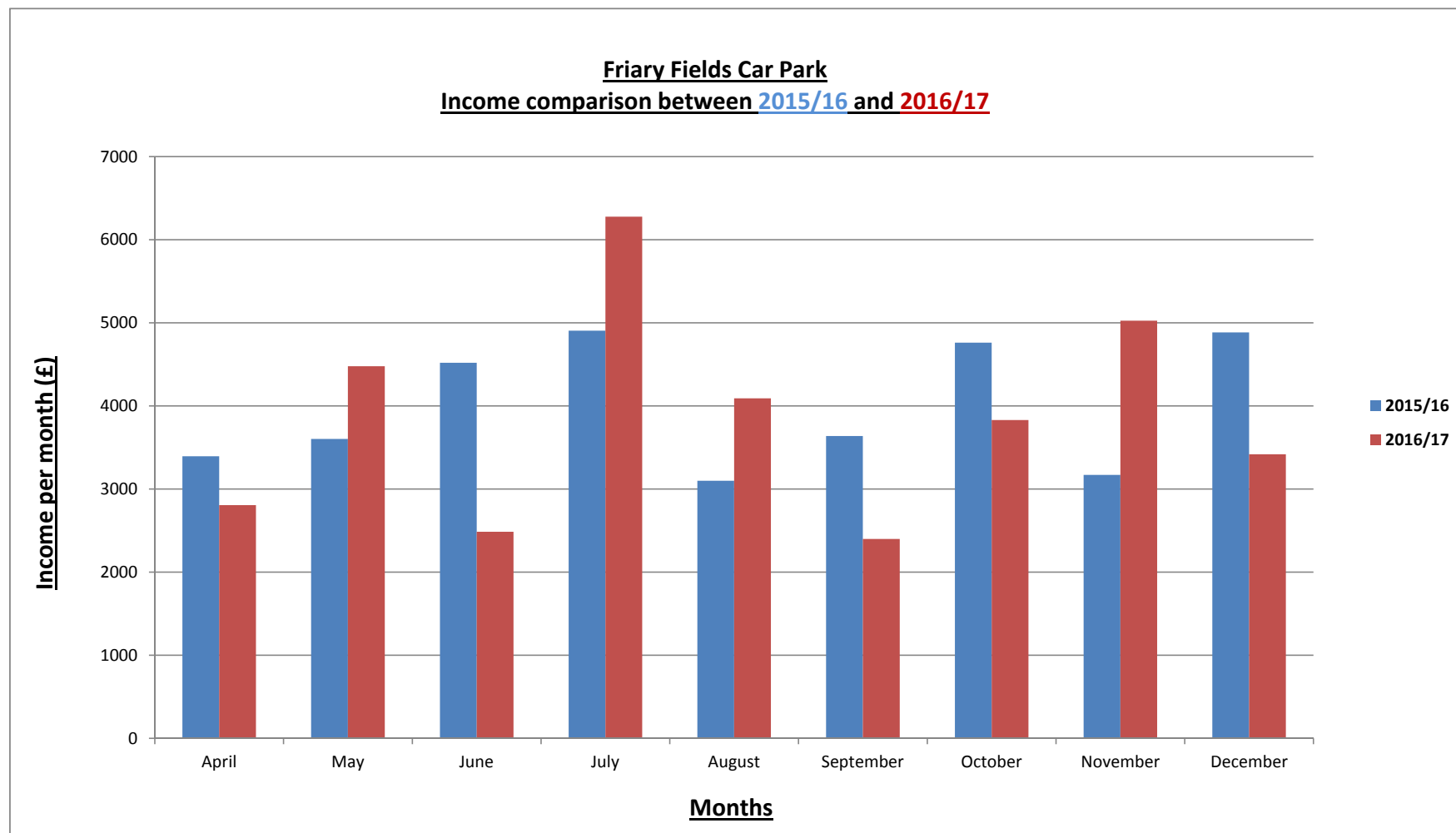
Background Papers: None.

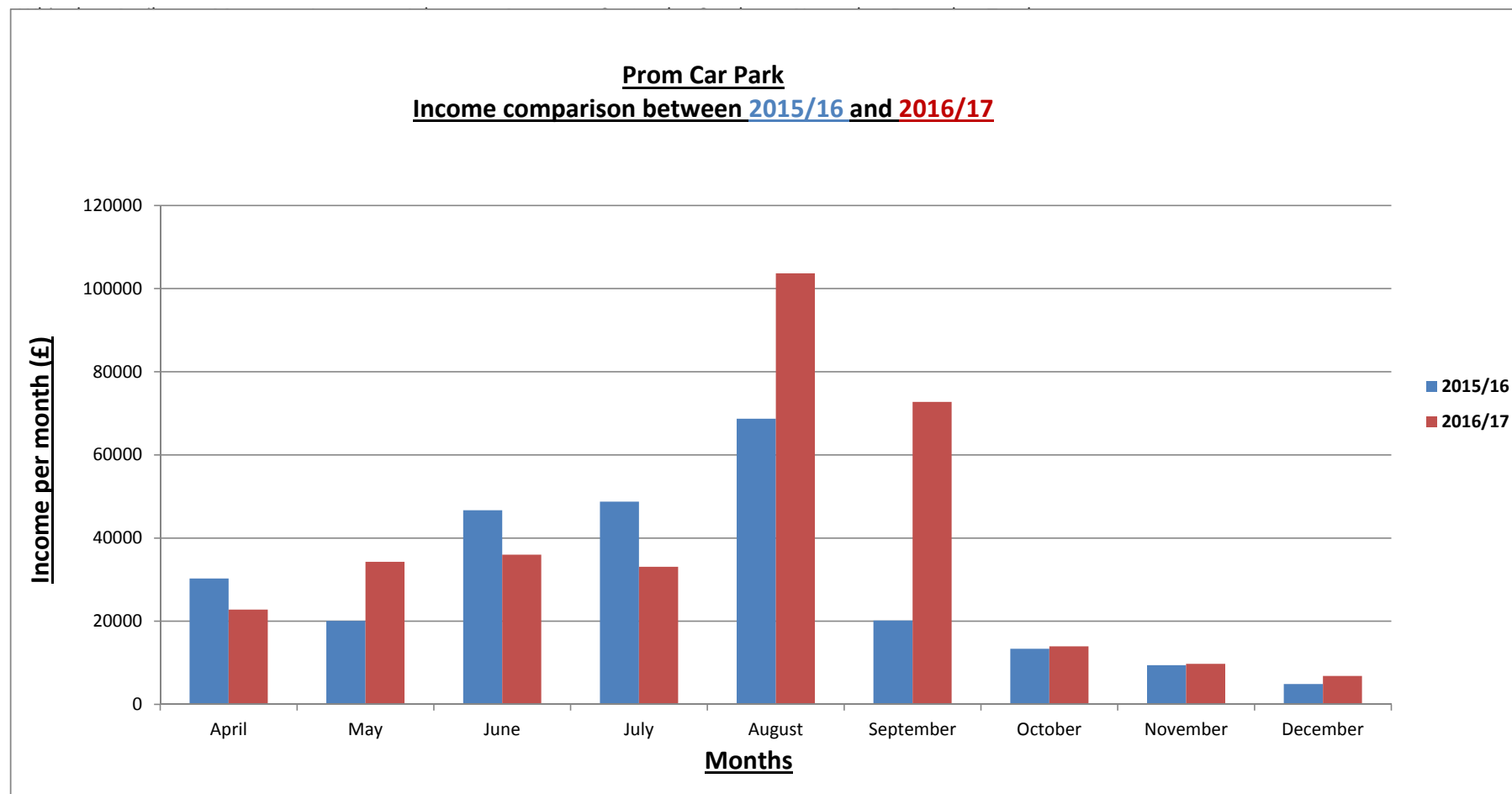
Enquiries to: Richard Holmes, Director of Customers and Community, (Tel: 01621 875752) or Karen Bomford, Group Manage – Community and Living, (Tel: 01621 875827).



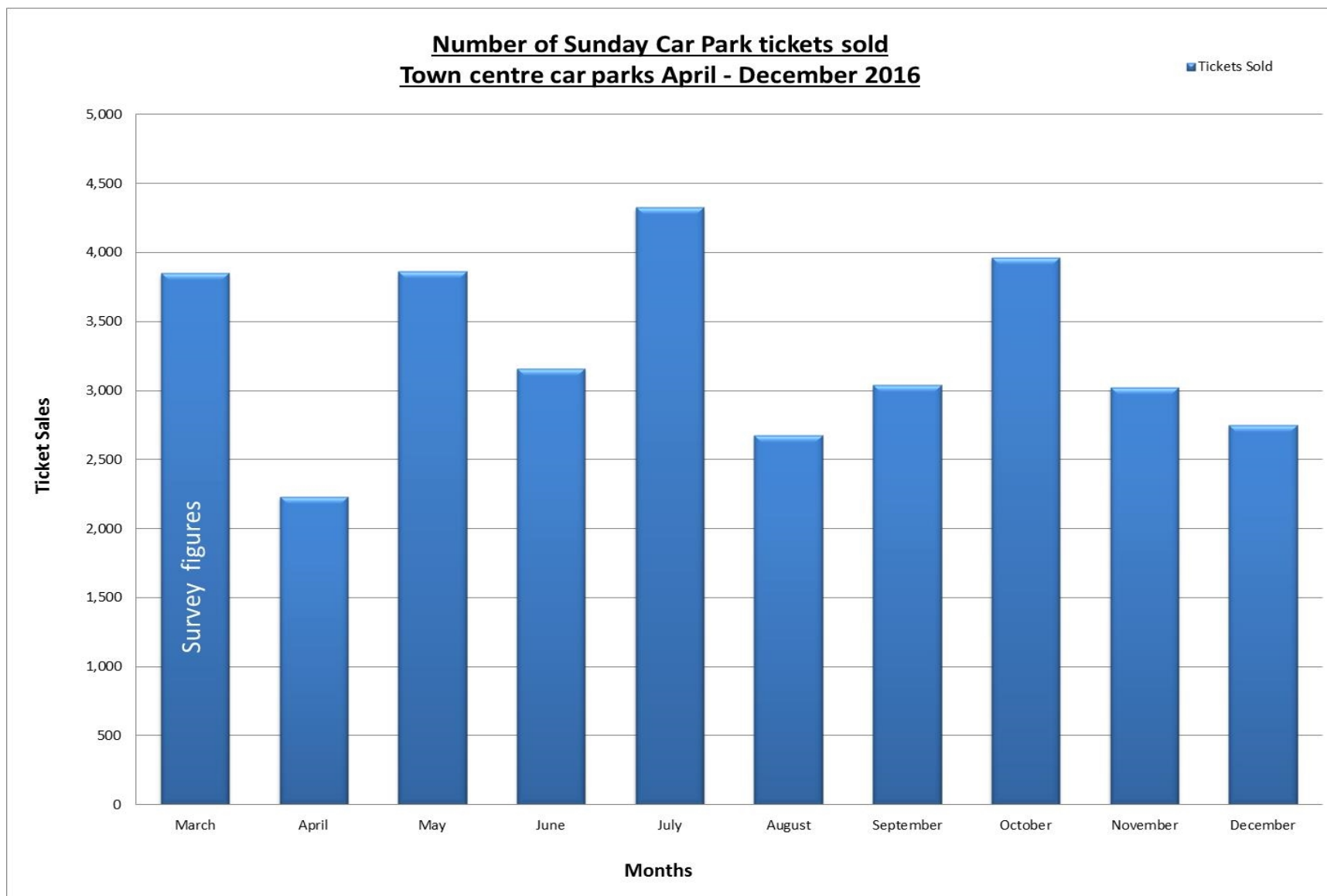




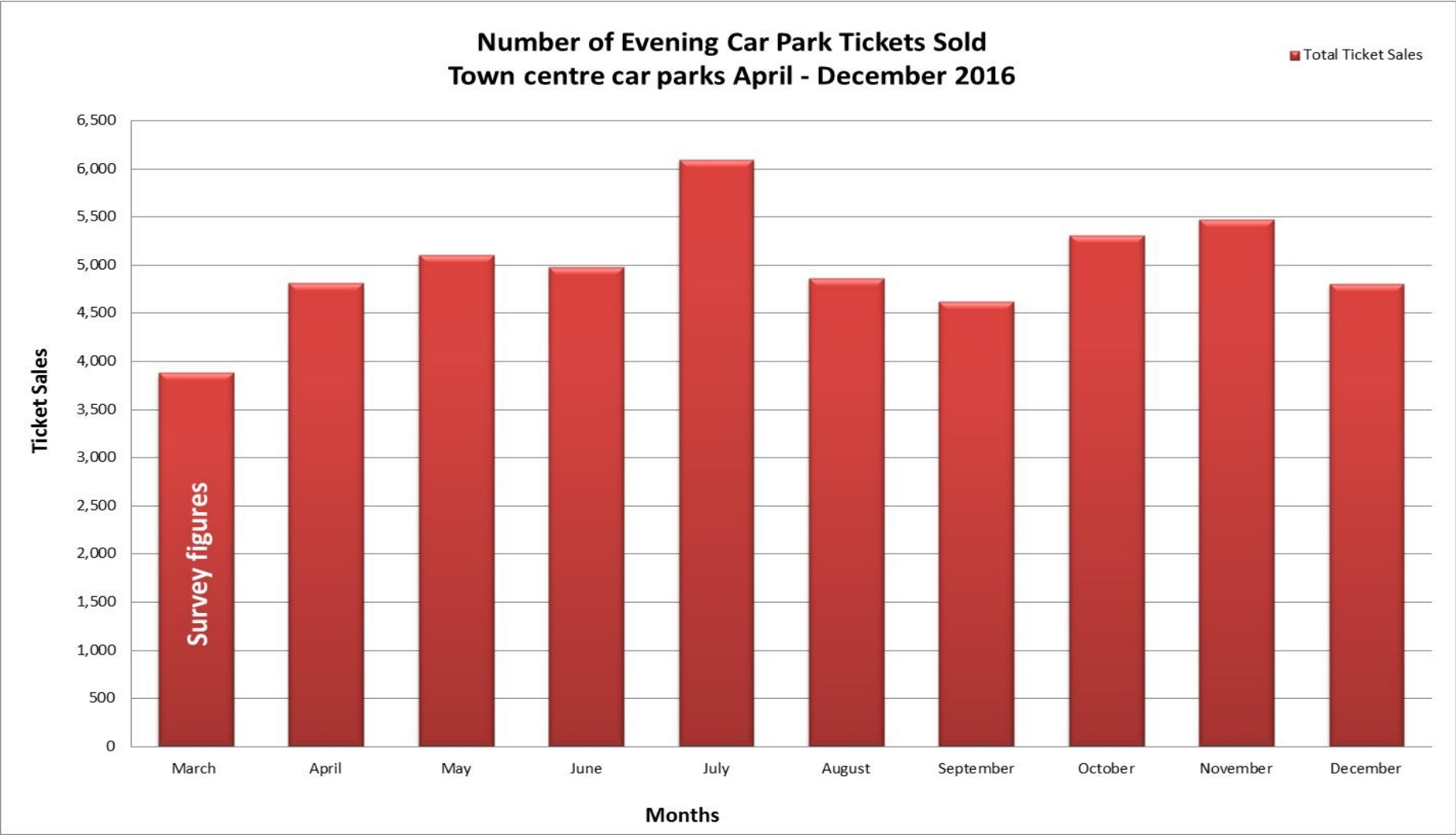




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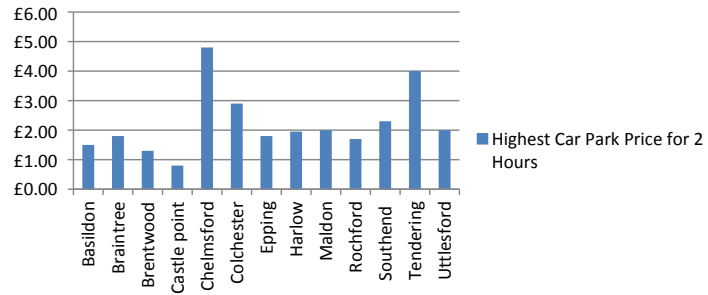
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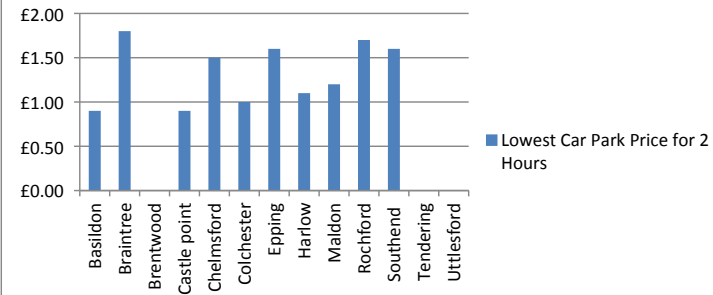
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Council	Highest Car Park Price for 2 Hours	Lowest Car Park Price for 2 Hours	Do they Charge during evenings	Do they Charge on Sundays	Other Concessions are available
Basildon	£1.50	£0.90	No	No	Permits offering reduction available
Braintree	£1.80	£1.80	Yes	Yes	10p Per hour after 3pm
Brentwood	£1.30	£0.00	yes £1	Yes £1	Season tickets available
Castle point	£0.80	£0.90	no	no	All day tickets available at a reduced price
Chelmsford	£4.80	£1.50	yes	yes	Concessions for market traders and all day tickets available
Colchester	£2.90	£1.00	varying	Varying	Days available at £2/£2.50
Epping	£1.80	£1.60	no	Yes	no
Harlow	£1.95	£1.10	no	one does £1.25	no
Maldon	£2.00	£1.20	no	no	
Rochford	£1.70	£1.70	no	no	
Southend	£2.30	£1.60	Varying	Varying	no
Tendering	£4.00	£0.00	Varying	varying	some car parks offer 20p per hour after 3pm
Uttlesford	£2.00	£0.00	Varying	Varying	

Highest Car Park Price for 2 Hours



Lowest Car Park Price for 2 Hours



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Maldon and District Community Voluntary Services (MDCVS) Car Parking Survey

Introduction

This is the report of the car parking survey carried out by Maldon and District CVS between August 2016 and January 2017.

Background

In April 2016 Maldon and District Council introduced car parking charges in the Maldon area on evenings and weekends.

Aim

To measure the impact of the introduction of care parking charges on volunteers, beneficiaries and volunteering organisations.

Objectives

To find out whether:

- Volunteers numbers have dropped since April 2016
- Particular groups of volunteers are more affected than others
- Volunteers are incurring costs and what they are
- Community groups are incurring costs and what they are
- Community groups have any concerns about the charges and what they are
- Attendance at community groups is reduced
- Any predicted long term implications for community group sustainability

Methods

Three structured questionnaires were designed to capture the differing perspectives from volunteers, beneficiaries and volunteering organisations.

The volunteers' survey asked questions on:

- The name of the voluntary organisation
- The location, time and frequency of volunteering
- The name of the high street car park used
- Their awareness of the introduction of car park charges
- The impact on their volunteering
- Whether parking expenses are met by the voluntary organisation
- Other comments

The beneficiaries' survey asked questions on:

- The name of the voluntary group they attend
- The location, time and frequency of the group
- Whom the activity is for
- The name of the high street car park used
- Their awareness of the introduction of car park charges

- The impact on their attendance
- The approximate cost per week of car parking

The voluntary organisations' survey asked questions on:

- The organisation's details
- Location, time and frequency of when their groups meet
- The high street car park used by staff/ volunteers / beneficiaries
- Which beneficiary group their organisation supports
- Their awareness of the introduction of car parking charges
- The impact on the organisation such as increased running costs and the decreased numbers of beneficiaries or volunteers
- Good practice such as the reimbursement of volunteers expenses
- Annual turnover
- Any concerns about the long term viability of the organisation including future attendances and the recruitment of volunteers

The questionnaires were inputted into Survey Monkey and send as a link to all one hundred plus Maldon and District Community Volunteer Service members through our E-bulletin on 22nd September 2016 and 6th October 2016 with a closing date of the 14th October 2016.

There was a poor response to the surveys, with 2 volunteers, 2 beneficiaries and 0 voluntary organisations responding to them. Given the poor response a 2nd period of data collection was added in January 2017, with a closing date of x.

Results

Volunteer responses

Which organisation do you volunteer for?

- Remap

Where do you volunteer?

- Throughout the CM area

How often do you volunteer?

- Between 8am-6pm continuously

Which high street car park would you use?

- Butt Lane

- White Horse

Are you aware of the recent introduction of charges to high street car parks?

	n
Yes	2

Has this affected your volunteering?

- Have stopped volunteering

- Will not take on more volunteering

Are your car parking expenses met by the organisation you volunteer for?

	n
No	2

Is there anything else you would like to add?

- lower the price

Beneficiaries' responses

Name of group

- Maldon URC
- Maldon Methodist
- All Saints Handbell Ringers (2)

Where does the group meet?

- Maldon URC
- Maldon Methodist
- All Saints Church (2)

What time does the group meet?

- Sunday 10.30am
- Sunday 10.30 am and alternate Wednesday 7/7.30pm
- 7.30pm (2)

Is this activity for yourself or a family member?

	n
Myself	4

Which high street car park would you use to attend the group?

- Butt Lane
- Edward Bright Close
- White Horse Lane (2)

Are you aware of the recent introduction of charges to high street car parks?

	n
Yes	4

Impact on attendance

	Yes	No
	n	n
Have stopped attending	0	3
Attend less often	1	2
May consider stopping	1	3
Will not be able to attend more activities	3	1

What is the approximate cost per week of the car parking charge associated with your activity?

- £1
- £2/3
- £1/2
- £1 – though one week it was £25 as I got a ticket

Conclusion

To conclude it is difficult to draw any definitive conclusions given the poor response to the survey. Perhaps a different method such as a telephone survey of voluntary organisations would have garnered a better response but unfortunately this was not possible given the specific resource allocated.

The findings from the volunteers do suggest some areas of further investigation required. For example, both the volunteers who responded said that the organisations they volunteer for do not pay car parking expenses which is not in line with good practice. It might explain the voluntary organisations apathy in responding to the survey if the car parking charges are having no cost impact upon them as they are passing the cost on to their volunteers.

Further the few volunteers and beneficiaries that did respond demonstrated the impact that the introduction of car parking charges has had upon them. For example, one volunteer had given up volunteering whilst the other was not prepared to take on any more voluntary activities. Whilst the beneficiaries said that they attended less often and would consider stopping going to their group activity.



**REPORT of
DIRECTOR OF CUSTOMERS AND COMMUNITY**

**to
COMMUNITY SERVICES COMMITTEE
28 FEBRUARY 2017**

AND

**PLANNING AND LICENSING COMMITTEE
2 MARCH 2017**

COMMUNITY LED HOUSING PROGRAMME

1. PURPOSE OF THE REPORT

- 1.1 To present to Members proposals for a Community Led Housing Programme for the District.

2. RECOMMENDATIONS

- (i) that the draft programme for the Council's Community Led Housing (CLH) as detailed in **APPENDIX 1**, be approved;
- (ii) that a seminar be held for community groups to promote the concept of CLH and consult on the Council's draft programme.

3. SUMMARY OF KEY ISSUES

- 3.1 The Department for Communities and Local Government (DCLG) funding has been provided to the Council to support the implementation of a programme of Community Led Housing (CLH) in the District. CLH can be defined as a way for local communities to provide good quality housing to help certain groups in their community, for example older people, young families and others who are in need of affordable housing. Although this only accounts for a very small proportion of housing development, the benefits it can provide are often seen as being much greater than more conventional methods of development. Those benefits include a stronger link between new development and local housing need; greater community involvement in planning local development; improved options to support local businesses and provide opportunities for training and skills; and an opportunity to strengthen community cohesion.
- 3.2 In recognition of the need to improve the supply of affordable homes and the additional benefits of doing this with the support and involvement of local community groups, the government has launched a funding programme to encourage local housing authorities to work with local communities to meet local housing need.

- 3.3 As an authority that has often had only a small number of new homes and therefore unable to rely on planning gain to provide a consistent supply of new affordable homes, the Council is already experienced in working with local communities and other partners to use innovation and other options to meet local housing need, such as:
- Rural exception schemes;
 - Securing new homes to meet identified need within rural areas;
 - Working with local communities to help identify the need for affordable housing and homes for older people;
 - Facilitating events to help promote options for identifying and responding to housing need;
 - Working with housing associations to acquire properties that may become vacant;
 - Tackling empty homes – both privately owned and owned by housing associations;
 - Supporting smaller local housing charities to gain access to new developments;
 - Urban exception sites to meet the need for affordable homes;
 - Using funding from other sources to meet local need.
- 3.4 These are all options that the government suggest could help local communities meet local housing need, accepting that each community will have different requirements, interests and priorities. This variety is something that the Council's Housing Service has provided help and support within the past and with the right capacity could expand to meet the government's objectives for CLH.
- 3.5 This lends itself to developing a programme that can respond to a variety of possible options for local communities to meet local housing needs. This also complements the need of the Council to retain a programme of housing development to address any residual shortfall of affordable housing outside of that planned and expected windfall sites.
- 3.6 **APPENDIX 1** provides an indication of actions and activities that could be funded through the CLH funding provided by the DCLG to deliver these shared aims, with the primary objective of building up a framework that can support a variety of different options. Most of these actions would be funded from the CLH grant with the intention of ensuring there also remains some funding to meet the cost of more detailed level of working on individual projects as they come forward.
- 3.7 The funding can be used for either capital or revenue funding in the current year and 2017 / 18. It is proposed that it is too early at this stage to commit specific amounts to anything other than capacity building as local organisations may have their own resources to contribute towards the cost of future development, expanding the potential for further projects in the future. The Council also has other resources that could be used to support Community Led Development such as commuted sums paid to provide affordable housing and the CLH funding helps ensure there is capacity to effectively prioritise and allocate other sources of capital funding to the most appropriate schemes.

- 3.8 It is proposed that once the concept and potential of Community Led Housing is explained to local groups, and a framework for delivery is in place, the second half of the next financial year can focus on progressing with local schemes. By this stage, there will be greater clarity as to the need for further resources to support tasks such as identifying particular housing need, outline assessment of financial viability and other technical services. Some of this can be met from the current allocation of funding which it is proposed to hold in reserve for these reasons. It will also help indicate the need for additional funding for the allocation of CLH funding in future years.
- 3.9 The Council may also wish to consider, as it widens the scale of its work in supporting a potentially larger number of strategic developments than it has undertaken before, the benefits of creating a more formal role for itself as a developing organisation which could also provide a source of income generation in the future. The government guidance refers to the possibility of a ‘local enabling and support vehicle so that your use of funding creates a legacy of delivery capacity within your authority and in the local community’ (see DCLG’s guidance on Community Led Housing provided as a background paper). It is also therefore proposed that a proportion of funding could be allocated towards exploring and investigating this as a longer term project to help deliver CLH in the longer term.

4. CONCLUSION

- 4.1 The national programme of Community Led Housing fits well with the Council’s previous activities as a local housing authority that has worked innovatively with local organisations to meet local housing need and the need to expand this to meet a growing need and interest for affordable housing within local communities throughout the District. Most of the proposed actions reflect this existing level of knowledge and expertise, combined with experience of what has worked in the past.
- 4.2 The net shortfall between anticipated supply of affordable homes through the Local Development Plan (LDP) and the Council’s requirement is about 450, or 30 additional homes a year. Some of this may be delivered through other means but a target of at least half, 225 homes equating to 15 a year, to be delivered through various forms of Community Led Housing would be a stretching target that would demonstrate to partners and the government the Council’s commitment to this initiative.
- 4.3 The first stage is to build up capacity and understanding so that the Council is using the CLH fund and other resources fairly and effectively, with some provision made to help launch individual projects in the second half of 2017 / 18. Consultation and promotion of the programme would begin with a seminar for local groups which would help provide more detail on the possible opportunities in the District for CLH and how this can link with existing resources and support future applications for funding.
- 4.4 The recently established Strategic Housing Board would provide a framework for more detailed planning and monitoring by Members and Officers.

5. IMPACT ON CORPORATE GOALS

- 5.1 Strengthening communities to be safe, active and healthy – Community Led Housing is intended to strengthen local communities.
- 5.2 Protecting and shaping the District – Community Led Development is intended to reflect local need and provide more sustainable communities.
- 5.3 Creating opportunities for economic growth and prosperity – Community Led Development is seen as a way of supporting local economies, including the potential to work with other local agencies and businesses providing services, skills and training.
- 5.4 Delivering good quality, cost effective and valued services – Community Led Development is intended to be cost effective and provide additional benefits and value to local communities.
- 5.5 Focusing on key projects – development of this type is suited to meeting the need for affordable housing, better homes for older people and also creating an opportunity for the Council to invest in local development.

6. IMPLICATIONS

- (i) **Impact on Customers** – There would be a number of positive impacts on customers beyond the most obvious one of improving their housing options, including access to training, skills, better employment prospects and stronger ties with their communities.
- (ii) **Impact on Equalities** – those with protected characteristics are highlighted by the government as groups that would benefit from CLH.
- (iii) **Impact on Risk** – CLH provides an opportunity to meet both the Council's and local communities' requirement for housing, strengthens the potential to secure additional resources and provides an opportunity for making best use of existing funding including commuted sums; failure to demonstrate a commitment to this initiative and support interested local community groups could have an adverse impact on the Council's reputation.
- (iv) **Impact on Resources (financial)** – Funding has been provided to implement the proposed actions to launch a programme of CLH in the District which has to be accounted for to the DCLG. This also provides a framework for making best use of other existing sources of funding and potential creates an opportunity for the Council to generate additional funding from development opportunities.
- (v) **Impact on Resources (human)** – Some of the funding allocated can be used to ensure that the Council's Housing Service has the capacity to deliver the actions proposed.
- (vi) **Impact on the Environment** – New housing development inevitably has some impact but the intention is that in some cases this would be offset by

making best use of existing properties such as empty homes, homes that need refurbishment or could be converted. CLH development can also reduce the overall level of development needed to meet local need by encouraging the development of what is needed to meet local need rather than demand from elsewhere.

Background Papers: Department of Communities and Local Government Final Guidance on Community Led Development <https://www.gov.uk/government/news/60-million-boost-for-communities-affected-by-second-homeownership>

Enquiries to: Paul Gayler, Strategic Housing Manager, (Tel: 01621 875753).

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Proposed Actions for Implementing Community Led Housing (CLH) Programme

Issue	Action	Timescale	Resources
Capacity to develop and deliver programme	Extend existing Housing Projects Officer post for additional two-year period	From April 2017	CLH Grant
Engagement with local groups to identify interest and options for CLH	CLH Seminar	From March 2017	CLH Grant
Access to specialist skills	Review of existing partnerships with housing associations, framework agreements with consultants and others who could help support local community groups	April 2017	Within existing capacity
Interest from Community Groups	Survey of local groups to establish interest, need for resources and options for development	April to June 2017	Housing Projects Officer
Indicative programme of CLH	Options to be collated and assessed for initial feasibility and financial viability	June 2017 and ongoing	Housing Projects Officer
Options for enabling CLH			
Use of empty properties	Identify need for additional funding to existing Empty to Decent Homes scheme and review of policy for scheme.	April to June 2017	Housing Projects Officer / Strategic Housing Manager Supplement to existing fund of £32,000
New build	Complete land review undertaken by ECC and combine with review by local housing associations and other community groups	March to May 2017	Housing Projects Officer / Strategic Housing Manager
	Review policy and procedure for use of exception sites to meet CLH need	March to May 2017	Housing Projects Officer / Strategic Housing Manager
	Identify and agree terms for engaging possible development partners including local developers, land-	April to July 2017	Housing Projects Officer / Strategic Housing Manager

Issue	Action	Timescale	Resources
	owners and developing housing associations		
	Explore opportunities for establishing a Council led development vehicle to enable the development of property, joint investment and profit sharing	April to September 2017	CLH Fund
	Establish in-house financial viability resource for assessing feasibility of possible schemes.	June / July 2017	CLH Fund
Wider community benefits	Identify possible partners to provide access to training and skills especially associated with construction to combine with future development and refurbishment schemes	April – September 2017	Housing Projects Officer
	Identify possible partners to provide housing management service	April – September 2017	Housing Projects Officer
Implementation			
Review and revise action plan	Report to Members on progress, identified opportunities and allocation of resources	September – October 2017	Strategic Housing Manager
Initial allocation of CLH Fund for:	<ul style="list-style-type: none"> • Access to technical advice • Needs assessments • Detailed financial appraisals • Surveys • Commissioning partners • Capacity building 	October 2017	CLH Fund
Future funding	Review and submit application for further funding requirements	From October 2017	Strategic Housing Manager

Additional Funding Sources to Support CLH

	Amount	Purpose
Commuted sums	£406,000	Capital investment for affordable housing
Empty to Decent Homes	£32,000	Renovation of long-term empty properties
Better Care Fund (Disabled Facilities Grants)	£20,000	Discretionary funding for adaptation of homes to meet the need of those with disabilities
Total	£458,000	

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REPORT of DIRECTOR OF CUSTOMERS AND COMMUNITY

**to
COMMUNITY SERVICES COMMITTEE
28 FEBRUARY 2017**

MEMORIALS IN COUNCIL OWNED OPEN SPACES

1. PURPOSE OF THE REPORT

- 1.1 To propose a policy for the control and installation of memorials and commemorations in all Council owned Open Spaces including Cemeteries.

2. RECOMMENDATIONS

- (i) that the draft Policy proposed, including detail of Memorial Benches, Trees, Plaques, Fixed Memorials, Memorabilia / tributes, and income considerations, be reviewed and approved to allow Officers and the Public clear guidance regarding Memorials in Council owned open spaces;
- (ii) that Officers be requested to prepare a further report outlining the need and suggested process required to challenge the occurrence of memorial tributes clearly outside of policies;
- (iii) that Officers continue to investigate alternative / non-traditional options for memorial / legacy projects, and specifically in relation to the creation of an ongoing fund or foundation to support capital and revenue projects within the Council's Open Spaces, and prepare an options paper for Committee at a future meeting in 2017.

3. SUMMARY OF KEY ISSUES

- 3.1 The Council has offered traditional Memorial / Remembrance opportunities for a number of years with current schemes in need of review and improvement to offer clearer guidance to both Officers and Public.
- 3.2 Existing policy only relates to Cemeteries and there are no policies / controls in place for Parks or other Green Spaces.
- 3.3 Following a request by Officers, this Committee granted a temporary suspension of permissions for new benches being placed within Cemeteries and Parks at the Committee on 24 May 2016 (Minute No. 112 refers), to allow for development of a Policy that would include guiding principles for all Open Spaces.

- 3.4 Benchmarking of other Local Authorities Memorial Policies was undertaken to establish general guidelines and accepted best practice.
- 3.5 This policy clarifies the protocols for the Council's existing Memorial schemes, extending them to cover those Open Spaces outside of Council Cemeteries, and also seeks to accommodate guidance for Fixed Memorials and Woodland planting schemes.
- 3.6 During the process of benchmarking and site inspections, Officers highlighted the proportionally small number of memorials, specifically those with large amounts of personal memorabilia / tributes, that are visually out of keeping with the nature of our Cemeteries and existing guidance and burial agreements.
- 3.7 Benchmarking also highlighted that a number of local authorities and public bodies operate "legacy" schemes, which can allow for a variety of alternative memorial schemes, improvement and infrastructure, projects, and new developments to take place within given sites.

3.8 Income

- 3.7.1 The sale of Memorial benches does not currently generate any surplus and the charges made by the Council only cover the cost of bench purchase and a minimal overhead installation. The new Policy provides allowance to ensure full cost recovery of any memorial installation.
- 3.7.2 The Council has offered traditional Memorial / Remembrance opportunities for a number of years but it is clear that the current schemes need refreshing and improving to offer alternatives that might be more appropriate to our settings and offer a wider variety of opportunities for those seeking to commemorate or celebrate events other than the death of a loved one.
- 3.7.3 A memorial, commemoration or legacy fund/foundation would allow for project specific funding to be generated from sources and donations outside of Maldon District Council (MDC) budgets to enable Capital and Revenue projects and to potentially assist in match-funding from Grants.
- 3.7.4 Local Authorities are using other ways to gain revenue from the Cemeteries Services. Columbarium's are used as a final resting place of cremated remains. A columbarium is usually 5 - 6 foot in height and in width, and made from a marble construction and depending on the exact size of the Columbarium holds approximately 48 cremated remains caskets. Other income opportunities include brass / metal trees with engraved leaves of lost loved ones. The tree is usually 8 - 10 foot in height and holds approximately 100 leaves. These are two examples of how the Cemeteries Service can offer families other ways remembering loved ones

4. CONCLUSION

- 4.1 A new policy regarding memorials in open spaces has been written to provide guidance for Officers and Public for memorial bench and tree placement in MDC owned open spaces.

- 4.2 This Policy will be used in conjunction with purpose drawn plans and setting limitations to memorial numbers to ensure that any such are appropriate to site and setting.
- 4.3 There is clear evidence that within our cemeteries there are practices taking place clearly outside of existing and proposed regulations, which are not only out of keeping with the nature of the sites themselves but can negatively impact on other legitimate users and residents.
- 4.4 A memorial, commemoration or legacy fund / foundation would allow for project specific funding to be generated from sources and donations outside of MDC budgets to enable Capital and Revenue projects and to potentially assist in match-funding proposed schemes for Grant funds e.g. Big Lottery Fund or Heritage Lottery Fund, etc.

5. IMPACT ON CORPORATE GOALS

- 5.1 This activity and report supports the corporate goals of delivering good quality, cost effective and valued services.

6. IMPLICATIONS

- (i) **Impact on Customers** – The Council could consider other Memorial Schemes to offer customers, (as detailed above) in the longer term alternatives may be more popular and offer greater choice when deciding how to remember a loved one, celebrate significant events in an individual / family life, achievements of groups, Community organisations etc.
- (ii) **Impact on Equalities** – By potentially introducing commemorative offers other than benches and trees which have a lower associated cost, there would be a positive impact on financial equality for residents and visitors to the District.
- (iii) **Impact on Risk** – None.
- (iv) **Impact on Resources (financial)** – The current cost to a customer of purchasing a memorial bench is £776 and this cost just covers the cost of the bench and installation.

A Columbarium costs around £7,000 to purchase and install. It holds approximately 48 cremated remains at a cost to the customer £650. Each base costs approximately £210.

A Brass Ornamental Tree Costs around £3,500 to purchase and install and can hold approximately 100 leaves at a cost of £350 - £400 with an outlay cost of £64 per leaf.

- (v) **Impact on Resources (human)** – None.

- (vi) **Impact on the Environment** – Some alternative commemorative schemes such as woodland or meadow creation could provide significant improvements to local environment and wildlife at those sites.

Background Papers: None.

Enquiries to:

Matt Wilson, Countryside and Coast Manager, (Tel 01621 876275) or

Richard Heard, Leisure, Leisure and Community Services Manager, (Tel 01621 875838).

Document Control Sheet

Document title	Memorials in Cemeteries, Parks and Open Spaces (Draft)
Summary of purpose	Guidance and protocols for the Management of memorials with MDC Cemeteries, Parks, and Open Spaces
Prepared by	Matt Wilson
Status	
Version number	V1.1
Approved by	
Approval date	
Date of implementation	January 2017
Review frequency	Annually
Next review date	December 2017
Circulation	Cemeteries service, Countryside & Coast Team, Funeral directors, publicly available.
Published on the Council's website	Yes

Validity Statement

This document is due for review by the date shown above, after which it may become invalid. Users of the strategy or policy should ensure that they are consulting the currently valid version of the document.

Memorials in Cemeteries, Parks and Open Spaces

1. Introduction

1.1 Purpose of the document

- The Council supports the needs and principles of allowing memorials in Cemeteries, Parks and Green Spaces but is mindful that these facilities have many uses and are enjoyed by a wide range of users and residents.
- The Council will ensure that the process is managed and regulated for the mutual benefit of all.
- Any application for a memorial must be submitted in writing and each will be assessed on the basis of appropriateness of location, appearance, style, size, visual impact on setting, and impact on other users of facilities.
- This policy and associated fees and charges will be annually reviewed and any proposed changes shall be submitted to Members for approval.
- This policy will be made available to the general public via the Website and on request

1.2 Our visions and objectives

The Council is seeking to ensure it is adopting a clear, measured and sympathetic approach to the management of its facilities which will take account of the sometimes contrasting needs of users.

This policy has been produced with the following guiding principles:

- To be respectful and sympathetic to those seeking to install a memorial
- To be clear and easily understood by residents and users
- To ensure that the primary purpose of any proposed location for a memorial is not compromised and the high quality of their appearances are maintained
- To establish responsibility for maintenance, repair and replacement.

2. Background

Although guidance has been in place with regard to memorials in MDC cemeteries for a number of years, there has been no protocol in place for the rest of the Open Spaces within the ownership of the Council. As such, installation of benches and other memorials within such sites has been on a discretionary *ad hoc* basis. This policy seeks to resolve this situation.

3. Operation of policy

General arrangements

- Applications for installation of memorials, benches, trees in Council owned cemeteries, parks or open spaces shall be submitted in writing, by email or on the Remembrance Scheme leaflet.
- The Registered placing or burial of cremated human remains, or the scattering of human ashes can only take place in the Council's cemeteries in Maldon, Heybridge and Burnham-on-Crouch.
- The unregistered scattering of ashes in other MDC sites is subject to approval by the Council, which would not be unreasonably withheld.
- The Council does not permit the burial of pets or the scattering of pet ashes in any of its Cemeteries or public open spaces.
- For the avoidance of doubt, any memorial other than a headstone/kerbstone placed or planted within Council owned land is the property of the Council.
- Any memorial bench, tree or plaque should be paid for by the applicant prior to installation, and the location agreed in writing.
- The Council accepts no liability for damage or theft of any memorial bench, tree or plaque from vandals or third parties.
- The Council reserves the right to remove any memorials that are damaged beyond economical repair or that become dangerous.
- The Council accepts no replacement liability for a bench, tree or plaque which is considered by the Council to have reached the end of its useful life.
- It is the responsibility of an applicant to ensure that the Council is kept informed about their contact details. Should a bench or tree need replacing or a personalised plaque be removed, written contact will be made to the applicant's last known address.
- No memorial, tribute or memento such as vases, statues, solar lights, obelisks, flowers, wreaths, balloons or other ornamentation should be placed around a bench, tree or other location outside of a purchased formal burial plot. If this were to occur, the Council reserves the right to remove and dispose of any such the items.

3.1 Memorial Benches

- The Council will limit the maximum number of memorial benches in the following key sites:
 - Maldon Cemetery
 - Heybridge Cemetery
 - Burnham-on-Crouch Cemetery
 - Promenade Park, Maldon
 - Riverside Park, Burnham-on-Crouch

- The location in which a bench can be placed will be determined by a map showing availability of plots.
- Where applications for Memorial benches are submitted for un-mapped areas (e.g. Sea Walls, community spaces etc.) benches will be positioned to maximise the benefit for all users of the space concerned, the prime purpose of the site, and in consideration of any future development.
- While the Council will try to locate a bench at the location requested or within a given site, this cannot be guaranteed. The Council reserves the right to refuse applications on this basis.
- Benches will be of a type, colour, and construction specified by the Council, to be in keeping with the intended location.
- All Bench installations will be undertaken by the Council, unless permission is granted by express written consent
- Memorial benches have an expected minimum life of five years and will not be maintained by the Council. After this time the bench may need to be removed. Applicants will be given the option to replace the bench with a new one at full cost, if required, or to relinquish the site.

3.2 Memorial Trees

- The Council will limit the maximum number of individual memorial Trees in the following key sites:
 - Maldon Cemetery
 - Heybridge Cemetery
 - Burnham-on-Crouch Cemetery
 - Promenade Park, Maldon
 - Riverside Park, Burnham-on-Crouch
- Areas of memorial woodland will be identified and/or created where appropriate for mass planting of trees, such as occurs in the Maldon Cemetery Woodland Glades.
- The location in which a tree can be planted will be determined by a map showing availability of plots.
- Where applications for Memorial trees are submitted for un-mapped areas Trees will be positioned to maximise the benefit for all users, the prime purpose of the site, and in consideration of any future development.
- The Council encourages the planting of semi-mature native species. Any Individual tree planting application will be considered in the context of it's proposed setting. Woodland planting areas will be given an outline planting plan and suitable species mix identified for any given site/location.
- While the Council will try to locate a tree at the location requested or within a given site, this cannot be guaranteed. The Council reserves the right to refuse applications on this basis.

- All tree plantings will be installed with a support stake, guard, and (if appropriate) watering system. Guards will be removed once the tree has out-grown the need or three years after planting, whichever occurs earliest.
- Trees which fail within the first year of planting will be replaced on a one-time only basis at the Council's expense. Any further replacements will be at the expense of the applicant.
- The Council accepts no liability for any tree and all tree plantings (individual or woodlands) will be subject to a standard grounds maintenance regime for the site in which they are planted.
- Should a tree become diseased or damaged to the point of being unsafe, then
 - following appropriate assessment by a suitably qualified officer/professional
 - the Council reserves the right to remove any such tree without notification.Should this occur, all efforts will be made by officers to contact applicants/families.
- After 10 years from original planting date, the Council reserves the right to consider any tree as part of its general tree stock, and as such will subject to standard Arboricultural or Woodland management practices. These works will, in general, be implemented with no notification to applicants and may include (but not be limited to):
 - pruning
 - thinning
 - crown lift
 - limb removal
 - coppicing
 - pollarding
 - felling/removal.

Should this last be deemed necessary by a qualified officer/professional, all efforts will be made by officers to contact applicants/families to inform them of actions and justification, and to arrange a replacement planting if so desired.

3.3 Memorial Plaques

- Memorial plaques are to be a maximum size of 7" (175mm) wide and 5" (75mm) high. Plaques shall be made of cast bronze and mounted on either an approved Hardwood plinth or the centre of the upper most lath of the back of the bench.
- Plastic plaques have been permitted in the Parkland and Garden of Remembrance areas in cemeteries. This practice will cease from 1st April 2017.
- Plaques are not permitted within woodland plantings or to be fixed to any tree.
- The inscription on any plaque is to be restricted to "In the memory of" the name of the person, recognition of public office (if appropriate) and the dates

of birth and death. There should be no more than four lines of inscription on the plaques and the wording is subject to the approval of the Council.

- Any plaques that need to be removed due to damage/deterioration of plinths/benches, replacement of infrastructure, or justified operational need will:
 - In the case of cemetery plaques, be placed upon the Memorial Wall
 - In the case of other Open spaces, either to be returned to original applicant or held in safe storage until such time as an appropriate equivalent of a Memorial Wall is available for such relocation.
 - Any broken plaques will be removed and original applicant(s) contacted to be advised of such.

3.4 Fixed Memorials

- Memorial walls
 - Memorial walls are solely for the placing or relocation of plaques from within a given site
 - Plaques must meet approval criteria (see 3.3)
 - Plaques are to be affixed to any Memorial Wall in a uniform and ordered fashion
 - All plaque installations will be undertaken by the Council, unless permission is granted by express written consent
- Columbaria
 - Columbaria will be used for the placing of cremated remains within our Cemeteries.
 - Plaques must meet approval criteria (see 3.3)
- Buildings and Installations
 - No Plaques, memorials or tributes are to be affixed to any building, fixture, fitting or other installation without express written consent of Maldon District Council

3.5 Memorabilia & Tributes

- As stated in General Arrangements; no memorial, tribute or memento such as vases, statues, solar lights, obelisks, flowers, wreaths, balloons or other ornamentation should be placed around a bench, tree or other location outside of a purchased formal burial plot. If this were to occur, the Council reserves the right to remove and dispose of any such the items.
- Burial plots are of the following dimensions:

- Maximum size grave shall not normally* exceed 6 feet 6 inches (1982mm) by 3 feet (915mm)

*in the case of an oversize coffin this size will be case specific

- Burial plots for cremated remains are 24inches (610mm) by 28inches (711mm) and are designed to accommodate a maximum of two casket interments.
- MDC Cemetery Regulations points 60 – 71 clearly prescribe permitted tributes within Cemeteries. The understanding of, and agreement with, these terms and conditions is assumed upon the purchase of any burial plot.

3.6 Income

- In order to maintain consistency of appearance, quality, and control over location, all benches and trees will be ordered and installed by Maldon District Council.
- The total cost of installation/planting is reviewed on an annual basis through the normal Fees & Charges budget setting process of the council. This cost will include purchase price, any required ground works/infrastructure, plus at least 10% overhead to ensure full cost recovery (covering staff time, labour, materials, transport and ongoing maintenance).

4. Monitoring and Reporting

Ongoing implementation, monitoring, and the annual review will be undertaken by the following officers:

Cemetery Manager – Richard Heard

- Cemetery Officer – Esme McCambridge

Countryside & Coast Manager – Matt Wilson

- Maintenance Officer – Steve Krolzig
- Parks & Countryside Supervisor – Paul Clark

5. Conclusion

This Policy will provide guidance for both Officers and the general public ensuring that the process of applying for and managing memorials in Cemeteries, Parks and Green Spaces is clear, measured and sympathetic whilst being mindful that these facilities have many uses and are enjoyed by a wide range of users and residents.

References:

MDC Communities Services Committee report “*Memorials in Council owned open spaces*”, 24th May 2016

Maldon District Council, Cemeteries Service *Remembrance Scheme* (April 2015)

Maldon District Council, Cemeteries Service *Cemetery Regulations* (April 2010)

External documents referred to for Benchmarking:

Dacorum Borough Council “*Policy on Memorial benches, Trees and Shrubs within parks and Green Spaces*”

London Borough of Hackney “*Parks and Greens Spaces Memorial Policy*”

Rochford District Council “*Policy for Memorials in Parks and Open Spaces*”

Rushcliffe Borough Council “*Parks & Green Spaces Memorial Policy*”

Tendring District Council “*Memorial Tree Scheme*” & “*Memorial Bench Scheme*”

The Royal Parks “*Memorials in the Royal Parks*”

Essex Local Authority Web-based research:

(Limited online Information)

- Basildon Council
- Braintree District Council
- Brentwood Borough Council
- Castle Point Council
- Chelmsford City Council
- Colchester Borough Council
- Epping Forest District Council
- Harlow Council
- Uttlesford District Council



**REPORT of
DIRECTOR OF CUSTOMERS AND COMMUNITY**

**to
COMMUNITY SERVICES COMMITTEE
28 FEBRUARY 2017**

MAST AT RIVERSIDE PARK, BURNHAM-ON-CROUCH

1. PURPOSE OF THE REPORT

- 1.1 To seek Member approval to the principle of installing a land based mast in the Riverside Park, Burnham-on-Crouch.

2. RECOMMENDATION

- (i) That, subject to the necessary structural, maintenance and planning requirements being met, Members agree that a mast funded through the Dengie Gateway project be installed in the Riverside Park.

3. SUMMARY OF KEY ISSUES

- 3.1 Members will be aware that the Council was awarded around £300,000 of external funding from the Coastal Communities Fund to pay for the Dengie Gateway project.
- 3.2 The project has been operating for over 18 months and is now nearing completion. To date the project has delivered a new visitor website and social media, new district branding, a marketing strategy for the District, supported the development of the Saltmarsh Coast trail and the Saltmarsh75 event. In the near future visitor information hubs at Burnham, Bradwell, Maldon, Heybridge Basin and Tollesbury will be installed, together with improved signage at key locations. The Burnham town pontoon will also be improved.
- 3.3 The project has already met with its aim of increasing visitor numbers and tourism jobs.
- 3.4 Officers have managed the budget for the project closely and underspends have been identified against the original project estimates and a number of additional projects have been identified for Riverside Park. For example, improvement to the lower car park surface and the installation of a 'hub' feature to attract and act as a focal point for visitors. Members of Burnham Town Council and Burnham Ward Members have been consulted and it is thought that the installation of a mast is well supported and reflects Burnham's rich marine heritage.

- 3.5 The mast, if approved, will be located close to ‘sunset point’ and the yacht harbour but within Riverside Park. It is intended to display bunting and other flags during the year. For example maritime signal flags welcoming visitors to Burnham-on-Crouch. Members will be provided with a very brief presentation at the meeting to indicate the location and scale of the proposed mast.
- 3.6 Offers have submitted a planning application which will be considered, if necessary by the South East Planning Committee in due course. However, as ‘land owners’ this committee’s views are sought as to whether the principle of the mast are supported subject to the necessary consents being obtained.
- 3.7 Once installed, the mast would require a regular visual check and an annual detailed inspection of its rigging. The cost of this task could be capitalised and included in the initial purchase cost of the mast.
- 3.8 This project will sit alongside a number of other planned improvements for the 2017 season which will help improve the park’s appearance. For example, repairs to the youth shelter flooring and to the multi-use games area.

4. CONCLUSION

- 4.1 The Dengie Gateway Project will deliver its original project objectives and there is a small surplus of funding available that may be reallocated to alternative projects that fit with the original project objectives.
- 4.2 It is proposed that a large mast is installed within the Riverside Park, is in keeping with the original project objectives and will act as visitor hub and be a feature / focal point for visitors and residents to enjoy for years to come.
- 4.3 This Committee’s views on whether it supports the proposal are sought.

5. IMPACT ON CORPORATE GOALS

- 5.1 This activity and report supports the corporate goals of promoting the District as a destination of choice.

6. IMPLICATIONS

- i. **Impact on Customers** – The Burnham Mast and associated information panels would form part of a network of new visitor interest points and signage, known as Saltmarsh Coast Hubs, which will be installed in 5 locations on the Maldon District Coast line, with the largest amount of installations planned in Burnham-on-Crouch. The Saltmarsh Coast Hubs will promote and celebrate our beautiful and dynamic coast line and encourage people to explore more of the District’s coastal trail and Burnham’s link with the RSPB’s Wild Coast Project on Wallasea Island. Additional way marking and finger posts will also be installed in Riverside Park, the train station and Town Quay which will be in place for summer 2017 and in advance of the England Coast Path, expected

in 2018 for Burnham-on-Crouch round to Maldon and 2019/20 for the rest of the Crouch coast.

- ii. **Impact on Equalities** – None
- iii. **Impact on Risk** – None.
- iv. **Impact on Resources (financial)** – A suitable mast has been identified and will cost £20,000 to install and maintain for the first 5 years of its life. If maintenance is carried out on a regular basis then the mast will remain serviceable for many years.
- v. **Impact on Resources (human)** – None
- vi. **Impact on the Environment** – Whilst the mast is large it is thought that it will not be visually intrusive from the town as it will be close to the yacht harbour and other yacht masts.

Background Papers: None.

Enquiries to:

Ben Brown, Group Manager – Leisure, Countryside and Tourism. Telephone 01621 876210

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**REPORT of
DIRECTOR OF CUSTOMERS AND COMMUNITY**

**to
COMMUNITY SERVICES COMMITTEE
28 FEBRUARY 2017**

BURNHAM-ON-CROUCH SAILING CLUB DINGHY PARK / CAR PARK LEASE

1. PURPOSE OF THE REPORT

- 1.1 To seek Member's approval for a new lease with the Trustees of Burnham-on-Crouch Sailing Club for the land at Millfields, Burnham-on-Crouch as a Dinghy Park and Car Park.

2. RECOMMENDATIONS

To the Council:

- (i) that a new ten year lease be offered to the Trustees of Burnham-on-Crouch Sailing Club.

To the Community Services Committee:

- (ii) that subject to (i) above, the Director of Customers and Community be authorised to finalise the lease arrangements in consultation with the Chairman of the Community Services Committee.

3. SUMMARY OF KEY ISSUES

- 3.1 The Burnham-on-Crouch Sailing Club was established in 1930. The Trustees of Burnham-on-Crouch Sailing Club (BSC) have a lease for the Dinghy Park and Car Park at Millfields. The lease was issued from 2004 for ten years. A copy of the lease is shown in **APPENDIX 1**. The lease expired in 2014, and since then BSC has continued to occupy the land and pay the annual rent.
- 3.2 In 2012, a valuation of the lease was conducted by Morley, Riches & Ablewhite Chartered Surveyor. The lease was valued at £2,900 per annum however, a rent increase was not passed on to the BSC.
- 3.3 BSC wish to renew their lease on the current terms and have requested that the Council gives this request due consideration. It is the opinion of Officers that the lease should be renewed.
- 3.4 The BSC is a very active community club with 220 current members (380 individuals) and provides a facility for local people and visitors to enjoy the river

sailing and other water based activities. **APPENDIX 2** of the report provides some information about BSC.

4. CONCLUSION

- 4.1 The BSC is a long established active sailing club within the local community in Burnham-on-Crouch. The valuation of the lease in 2012 evaluated that the annual rent for BSC should been increased to £2,900, when adjusted by Retail Price Index (RPI) this amounts to approximately £3,100.

5. IMPACT ON CORPORATE GOALS

- 5.1 This report links to the corporate goal of “Delivering good quality, cost effective and valued services” and “Strengthening communities to be safe, active and healthy”.

6. IMPLICATIONS

- (i) **Impact on Customers** – The Dinghy Park and Car Park is an essential part of BSC’s infrastructure and is required for BSC to be operated on a financial basis.
- (ii) **Impact on Equalities** – None identified.
- (iii) **Impact on Risk** – None identified.
- (iv) **Impact on Resources (financial)** – Whilst the Burnham-on-Crouch Sailing Club have paid there £2,300 per annum, it would appear the Council did not apply RPI to the lease which will result in a large increase in rent for the new term.
- (v) **Impact on Resources (human)** – None identified.
- (vi) **Impact on the Environment** – None identified

Background Papers: None.

Enquiries to:

Richard Heard, Leisure and Community Services Manager, Tel: 01621 875838

DATED

11th March

2004

MALDON DISTRICT COUNCIL

- to -

THE TRUSTEES OF BURNHAM -ON-CROUCH SAILING CLUB

LEASE

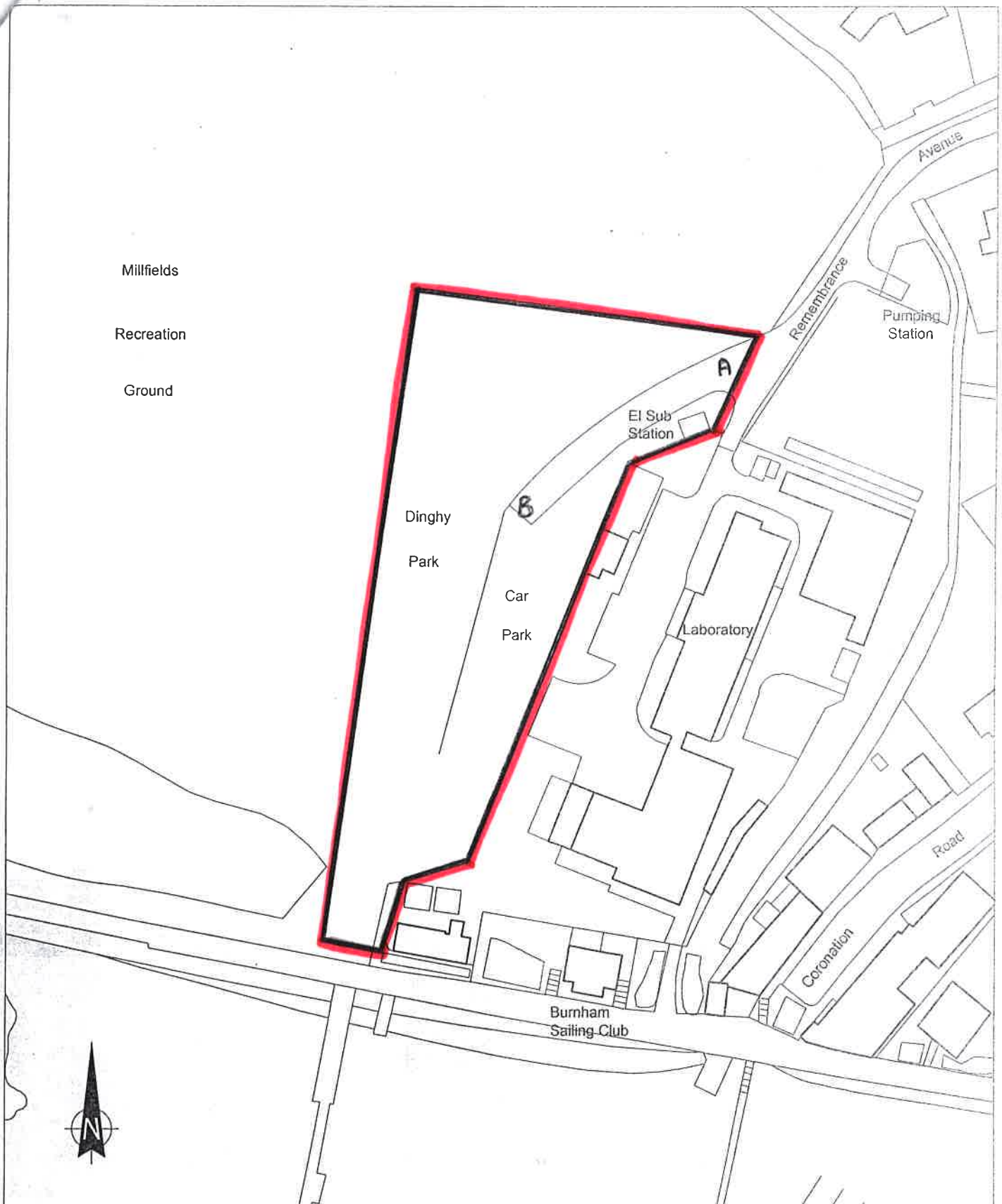
- of -

Land for use as a Dinghy Park and Car Park
at Millfields, Burnham-on-Crouch
In the County of Essex


Avril Thain
Legal Executive
Maldon District Council
Princes Road Maldon
Essex CM9 5DL
Tel: 01621-875714
Fax: 01621-852575

E-Mail: avril.thain@maidon.gov.uk

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Date	Title:	Maldon District Council Council Offices Princes Road Maldon Essex CM9 5DL	 Maldon District Council
DEC. 2003	DINGHY PARK & CAR PARK REMEMBRANCE AVENUE BURNHAM-ON-CROUCH	01621 854477	
Scale		Drg. No. ATS/411/01	
1:1000			

THIS LEASE is made the 11th day of March Two Thousand and Four

B E T W E E N:

THE MALDON DISTRICT COUNCIL of Princes Road Maldon Essex CM9 5DL ("the Council") (1) and

ROBERT COLE of 29 Queens Road Burnham on Crouch Essex CM0 8DY

MURRAY PRIOR of 19 High Street Burnham on Crouch Essex CM0 8AG

JOHN MELLARD of Easter Cottage 7 Fernlea Road Burnham on Crouch Essex CM0 8EJ and **PETER MARCHANT** of 30 The Cobbins Burnham on Crouch Essex CM0 8QL the present Trustees of the Burnham-on-Crouch Sailing Club (The Trustees" which expression shall include the Trustees for the time being of the Club) (2)

WITNESSETH as follows: -

1. IN consideration of the rent and the Trustees' covenants hereinafter reserved and contained the Council **HEREBY DEMISES** to the Trustees **ALL THAT** piece or parcel of land situate in Burnham-on-Crouch aforesaid at the Council's playing fields which is with the dimensions thereof more particularly delineated on the plan annexed hereto ("the Plan") and thereon edged red ("the demised premises") **TOGETHER WITH** (a) a right of way on foot or with motor cars and other vehicles and trailers for the purpose of the use of the said land as a dinghy park and for the parking of cars and dinghy trailers and not for any other purpose whatsoever over and along the Council's private road between the points "A" and "B" delineated on the said plan together with the right to carry out such repair and maintenance thereof as the Trustees may wish and (b) a right of way over and along the part

of the seawall (including the embankment and concrete ramp) between the demised premises and The Promenade for the purposes of launching dinghies into the River Crouch together with the right to repair maintain and regrade the said ramp **TO HOLD** the same unto the Trustees from the First day of April Two Thousand and Four for the term of ten years paying therefor during the first year of the said term the yearly rent of Two Thousand Three Hundred Pounds (£2,300) exclusive of all outgoings and thereafter the yearly rate shall be increased on the first day of April each year (the "Review Date") in proportion to the annual increase (if any) in the Retail Price Index in the last calendar year prior to each Review Date such yearly rent to be paid by quarterly payments in advance on the First day of January, April, July and October in every year

2. THE Trustees for themselves and the survivors or survivor of them their and his assigns **HEREBY COVENANT** with the Council to observe and perform the provisions and stipulations contained in the Schedule hereto
3. THE Council **HEREBY COVENANTS** with the Trustees that the Trustees observing and performing the provisions and stipulations contained in the Schedule hereto shall peaceably hold and enjoy the demised premises during the said term without any interruption by the Council or any person rightfully claiming under or in trust for it
4. **PROVIDED ALWAYS AND IT IS HEREBY AGREED**

(1) That if the reserved rent or any part thereof shall be in arrear for Twenty One days (after a formal demand for such rent has been received by the Club) or if there shall be a breach of any provision or stipulation or if the Club shall cease to exist the Council may re-enter on the demised premises and thereupon the term hereby created shall forthwith determine without prejudice to the Council's rights and remedies in respect of any such breach

(2) The liability of the Trustees under this Lease is limited to the amount of the assets under their control in that capacity

5. CERTIFICATE

It is hereby certified that there is no agreement for lease to which this Lease gives effect

IN WITNESS whereof the Council has hereunto caused its Common Seal to be hereunto affixed and the Trustees have set their hands and seals to a Counterpart the day and year first before written

THE SCHEDULE

1. To pay the reserved rent on the days and in manner provided herein
2. To discharge all existing and future rates taxes drainage rates and outgoings whatsoever (excepting any taxes or other payments of a capital nature)
3. To maintain repair and replace as necessary the fence and gates on all boundaries to the demised premises to the satisfaction of the Council's Surveyor throughout the term of this Lease
4. To maintain the surface of the demised premises in a good and proper state of repair and condition suitable for the use of the demised premises as a dinghy park and for the parking of cars and dinghy trailers to the reasonable satisfaction of the Council's Surveyor
5. To permit the Council and its agents with or without workmen and associates at all reasonable times and on reasonable notice to enter upon and to examine the condition of the demised premises and for all other reasonable purposes and thereupon the Council may serve upon the Trustees notice in writing specifying any repairs necessary to be done by the Trustees in accordance with the covenants herein contained and require the Trustees forthwith to execute the same and if the Trustees shall not within twenty-eight days after the service of such notice proceed diligently with the execution of such repairs then to permit the Council or its agents to enter upon the demised premises and execute such repairs and the cost thereof shall be a debt due from the Trustees to the Council and be forthwith recoverable by action

6. To ensure that the demised premises shall be used only for the purposes of the Club as a dinghy park and for the parking of cars and dinghy trailers
7. Not to cause any obstruction to the said private road except so as to comply with the other terms of this Lease and Schedule
8. Not to erect any buildings on the demised premises unless expressly agreed in writing by the Council
9. Not to commit or permit or suffer to be committed in or upon the demised premises any waste spoil or destruction whether permissive voluntary or ameliorative
10. To effect forthwith and during the whole of the term hereby granted an insurance policy against public liabilities upon terms and conditions and with some insurance company reasonably approved by the Council and to produce the receipt for payment of each premium on the rent day next following the payment thereof
11. To observe the Council's bye laws relating to the playing fields so far as the same may be applicable to the use of the demised premises as a dinghy park and for the parking of cars and dinghy trailers

SIGNED AS A DEED by the)
 said **ROBERT COLE**)
 In the presence of:-)

SR Mitchell

Robert Cole

SIGNED AS A DEED by the)
 said **MURRAY PRIOR**)
 In the presence of:-)

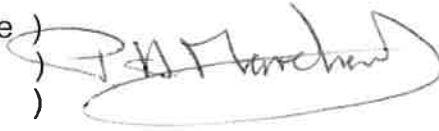
SR Mitchell

Murray R. Prior

SIGNED AS A DEED by the)
said **JOHN MELLARD**)
In the presence of: -)



SIGNED AS A DEED by the)
said **PETER MARCHANT**)
In the presence of:-)



Burnham on Crouch Sailing Club

Burnham on Crouch Sailing Club (BSC) was founded in 1930 and its clubhouse was built by its members in 1935. The Club was founded as a Sailing, Rowing and Swimming club by local people for local people. The BSC is run entirely by its member volunteers with a strong emphasis on offering affordable sailing for all and is renowned for its Wednesday evening racing and vibrant junior section.

The Club presently has around 220 memberships representing around 380 individuals, mainly from the local community. We have both sailing and social members, including senior citizens, although we do encourage our members to actively participate (even if they have never sailed before). In recent years we have been joined by a canoe/kayak section (Maldon & Dengie Canoe Club) and they are now an integral part of the Burnham Sailing Club. We also have a number of stand-up-paddleboarders, windsurfers and swimmers.

Other local organisations also occasionally use the clubhouse for a very modest fee.

Examples of our 2017 membership Fees are:

Single	£91
Families (parents & children/young adults up to the age of 24)	£129
Young Adult single (18-24)	£42
Social Senior Citizen	£42

We particularly try to encourage families to join the club, whether they are from a sailing background or not.

To provide some financial scale to the club, income from member subscriptions totals approximately £15,000 per year. This is further supplemented by race fees, social events etc. On the expenditure side, insurance represents approximately £6,000 pa and rent/rates (dinghy park lease + rates) approximately £5,000.

Any surplus income is reinvested into the club whilst trying to maintain a modest reserve to cover unforeseen emergencies or larger projects / modifications (e.g pontoon, repairs etc).

In recent years we invested in a new deck area to the side of the clubhouse (in lieu of a more expensive extension) and have replaced what was our 25 year old pontoon (costing in the region of £100k of which £50k came from Sport England, £20k from Essex CIF and the remaining £30k from internal fundraising, reserves and member bequests).

The club owns a number of rescue boats and dinghies which are stored in the secure compound behind the clubhouse. Members store their dinghies in the dinghy park.

Originally the BSC had a pontoon and dinghy park close to where the present location of the Burnham Marina. However, when the marina was built the BSC had to give up its launching slip (around 30 years ago) and a pontoon was built outside of the clubhouse. It was at this time the BSC secured the existing car park and dinghy park from Maldon District Council on a “peppercorn” ground rent basis.

The dinghy park and car park is an essential part of the Burnham on Crouch Sailing Club. Quite simply, without it we could not operate. The car park is used all year round by the BSC and also by

residents of the houseboats at West Quay. During the sailing season it is often full to overflowing (particularly on Wednesday and Friday evening and when we hold weekend events).

