

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE
CANVEY ISLAND TOWN COUNCIL
HELD AT THE PADDOCKS COMMUNITY CENTRE, LONG ROAD, CANVEY ISLAND ON
TUESDAY 17TH MAY 2011 AT 7.30PM**

PRESENT:

Councillors: J. Liddiard (Chairman)
P. Greig (Vice Chairman) D. Anderson J. Anderson N. Pontius
L. Swann P. Mason D. Blackwell R. Howard N. Harvey
P. May

Also present: 14 members of the public
Brian Wood – Essex County Councillor
Ann Horgan – Head of Democratic Services
Mrs E. De Can – Town Clerk
Mrs E. Hunt – Assistant to the Clerk
Mr J. Rickards – Events & Publicity Officer

Cllr J. Anderson welcomed all members, the public and press to the Annual Council Meeting, he provided a brief speech of his experiences while Chairman in 2010/11, welcomed the 3 new councillors and thanked all members for their support.

CO/001/11 – TO ELECT THE CHAIRMAN OF THE COUNCIL 2011/2012

Cllr N. Pontius nominated Cllr. Liddiard as Chairman for the 2011/12 Council year. The nomination was seconded by Cllr D. Blackwell. There were no other nominations therefore Cllr. Liddiard was elected as Chairman of the Council.

CO/002/11 - TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

The Clerk provided Cllr Liddiard with the Declaration of Acceptance document which was signed and witnessed.

CO/003/11 - APOLOGIES FOR ABSENCE

There were none.

CO/004/11 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interest were received.

CO/005/11 - PUBLIC FORUM - TO RECEIVE CONTRIBUTIONS FROM MEMBERS OF THE COMMUNITY OF CANVEY ISLAND ON ITEMS ON THE AGENDA FOR A PERIOD NOT EXCEEDING TEN MINUTES

No members of the public wished to speak.

CO/006/11 - TO NOMINATE A VICE-CHAIRMAN OF COUNCIL

Cllr D. Blackwell nominated Cllr. Greig and Cllr N. Pontius nominated Cllr. Harvey as Vice-Chairman for the 2011/12 Council year. The nomination for Cllr Greig was seconded by Cllr J. Anderson. There was no second nomination for Cllr. Harvey therefore Cllr. Greig was elected as Vice-Chairman of the Council.

CO/007/11 - TO ELECT A CHAIRMAN TO THE COUNCIL'S COMMITTEES

- i) Environment & Open Spaces
Cllr D. Anderson nominated Cllr. J. Anderson as Chairman of the Committee. The nomination was seconded by Cllr N. Harvey. There were no other nominations therefore Cllr. J. Anderson was elected as Chairman of the Committee.

- ii) Community Relations
Cllr P. Greig nominated Cllr. P. May as Chairman of the Committee. The nomination was seconded by Cllr P. Mason. There were no other nominations therefore Cllr. P. May was elected as Chairman of the Committee.
- iii) Policy & Finance
Cllr D. Blackwell nominated Cllr. N. Harvey as Chairman of the Committee. The nomination was seconded by Cllr P. Greig. There were no other nominations therefore Cllr. N. Harvey was elected as Chairman of the Committee.
- iv) Planning
Cllr J. Anderson nominated Cllr P. Greig as Chairman of the Committee. The nomination was seconded by Cllr L. Swann. There were no other nominations therefore Cllr P. Greig was elected as Chairman of the Committee.
- v) Personnel
Cllr N. Harvey nominated Cllr. D. Blackwell as Chairman of the Committee. The nomination was seconded by Cllr P. Greig. There were no other nominations therefore Cllr. D. Blackwell was elected as Chairman of the Committee.

CO/008/11 - TO APPOINT MEMBERS TO THE COUNCIL'S COMMITTEES

Members were asked to review each committee membership and appoint a vice chairman to each committee.

RESOLVED to appoint the following members to the Council's Committees:

- i. Community Relations
J. Liddiard, D. Anderson, D. Blackwell, J. Anderson, N. Pontius, L. Swann (VC), R. Howard, N. Harvey and P. Greig (ex officio)
- ii. Environment and Open Spaces
J. Liddiard (ex officio), D. Anderson (VC), N. Pontius, P. Greig, D. Blackwell, R. Howard, N. Harvey and P. Mason
- iii. Finance and Policy
P. Mason (VC), R. Howard, P. Grieg, J. Liddiard and J. Anderson
- iv. Planning
J. Anderson, J. Liddiard (ex officio), D. Anderson and R. Howard (VC)
- v. Personnel
J. Anderson (VC), J. Liddiard, P. Grieg and N. Harvey

CO/009/11 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETINGS HELD ON 28TH FEBRUARY AND 14TH MARCH 2011

RESOLVED that the minutes of the Council meetings held on the 28th February and 14th March 2011 be confirmed as a true record of the proceedings and be signed by the Chairman.

CO/010/11 - TO CONSIDER AND AGREE THE RECOMMENDATIONS FROM THE POLICY & FINANCE COMMITTEE MEETING HELD ON THE 11TH APRIL 2011

RESOLVED that the minutes of the Policy & Finance meeting held on the 11th April 2011 are adopted by the Council and all recommendations made were agreed and the minutes are to be signed by the Chairman of the committee at the next Policy & Finance meeting.

CO/011/11 - TO CONSIDER AND AGREE THE DRAFT MISSION STATEMENT AND PARTNERSHIP AGREEMENT

Members were asked to consider the draft Mission Statement and partnership agreement provided by the Clerk. The Clerk advised that the partnership agreement had been supplied to NALC for guidance and the advice given was as the terms of this agreement are more aspirational than contractual and it is not intended to have a legal effect it would be better if the document was placed on the Town Council website as a mission statement for co-operating with other local organisations. Any future agreement with partner bodies could then merely refer the two parties agreeing to act in accordance with the mission statement.

Members **RESOLVED** to approve the mission statement and partnership agreement and for the mission statement to be added to the website.

CO/012/11 - TO CONSIDER AND AGREE A CHARITY FOR THE OPEN GARDENS EVENT

Following the Community Relations committee meeting on the 28th March 2011 members were asked to consider which charity any money raised during the Open Gardens event should be given to.

Members **RESOLVED** to appoint Cancer Research as the recipient of any money raised during the Open Gardens event which is to take place on the 23rd July 2011.

CO/013/11 - TO APPOINT A REPRESENTATIVE TO THE FOLLOWING FORUMS AND GROUPS AND NOTE THE REPORTS PROVIDED:

Members noted the reports provided and appointed the following members to each forum

- (i) Sustainability Group – No-one
- (ii) LSP Stronger Communities – Cllr D. Anderson
- (iii) Crime & Disorder Reduction Partnership – Cllr J. Anderson
- (iv) Parish Transport Representative – No-one
- (v) South Essex Area Forum – this forum has now ceased, it was agreed that until a new structure was in place a representative could not be proposed.
- (vi) CIF Panel – Mrs E. De Can
- (vii) Parish Paths Partnership – No-one
- (viii) Highways Panel – Cllr D. Blackwell

CO/014/11 - TO NOTE AND CONSIDER THE EALC TRAINING SCHEDULE FOR 2011

Members were asked to consider the EALC training schedule and advise the Clerk of any training courses that they would like to attend. The Clerk recommended that it would be beneficial for the new Town Councillors to attend the New Councillor training day.

CO/015/11 - TO CONFIRM THE APPOINTMENT OF THE INTERNAL AUDITOR (CURRENTLY MRS L FULLER)

RESOLVED to appoint Mrs L Fuller as the Internal Auditor for 2011/12

CO/016/11 - TO CONSIDER FUNDING THE CLERKS MEMBERSHIP WITH THE SLCC AT A COST OF A MONTHLY STANDING ORDER OF £25.60

RESOLVED to fund the Clerks membership with the SLCC at a cost of £25.60 per month.

CO/017/11 - FINANCE

i) TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.

Accounts **APPROVED** and cheques for No1 account 200945 to 200966 inclusive were signed and cheques for No2 account 200160 to 200162 inclusive were signed.

CO/018/11 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr Blackwell advised that numerous meetings had taken place regarding the future of Waterside Farm Sports Centre. The PDG group had agreed on option 1 to spend the reserves in one go to regenerate the centre. This decision would now be put to the Cabinet for final agreement.

CO/019/11 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr Howard welcomed Cllr Brian Wood, Essex County Councillor and advised that they had both been to numerous meetings regarding the changes to the Fire Station on Canvey Island and together made it clear to the Fire Service that the promise that they made to keep the current structure of available personnel would not be altered until recruitment of qualified officers were in place had been confirmed.

Cllr Howard also advised that Cllr Brian Wood would be assisting with the flood siren project as he is a retired emergency planning officer.

In accordance with Section 1 of the Public Bodies (Admissions to Meetings) Act, 1960, the public and press will be excluded for consideration of the following items as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

CO/020/11 - TO CONSIDER AND AGREE COSTS FOR CANVEY LAKE

Members were asked to consider and agree the invoices relating to the management costs for Canvey Lake.

RESOLVED to agree the invoices for payment and for the Clerk to obtain further quotes for the year of 2011/12 in order to ensure best value.

The meeting closed at 8.40pm.

CHAIRMAN

18th July 2011