

TO ALL MEMBERS OF THE COMMUNITY RELATIONS COMMITTEE

Cllr. Peter May (Chairman)
Cllr. Ray Howard
Cllr. Dave Blackwell

Cllr. Doreen Anderson
Cllr. Nicola Pontius
Cllr. Nick Harvey

Cllr. Liz Swann (VC)
Cllr. John Anderson
Cllr. Joan Liddiard

Dear Sir/Madam

I hereby summon you to attend a meeting of the **COMMUNITY RELATIONS COMMITTEE** to be held at **THE PADDOCKS, HALL 3, LONG ROAD, CANVEY ISLAND** on **TUESDAY 26th JULY 2011** commencing at **7.30pm** for the transaction of business as set out below.

Yours faithfully

Elaine De Can
Town Clerk

19th July 2011

A G E N D A

- 1 Apologies for absence.
- 2 To receive declarations of interest in items on the agenda.
- 3 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.
- 4 To confirm and sign as a true record the minutes of the Committee meeting held on 20th June 2011
- 5 Summer Fun Day
To receive a report from the Clerk regarding the progress of the Summer Fun Day and to appoint stewards to assist during the day.
6. Christmas Event
Members to consider recommendations made during a working party meeting held on the 12th July 2011 (report attached) and to consider and agree costs obtained.