

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE
COMMUNITY RELATIONS COMMITTEE OF THE CANVEY ISLAND TOWN COUNCIL
HELD AT THE PADDOCKS, LONG ROAD, CANVEY ISLAND ON TUESDAY
19TH SEPTEMBER 2011 AT 7.30PM**

PRESENT:

Councillors: L. Swann (VC)
R. Howard, J. Liddiard, D. Anderson, J. Anderson, and N. Harvey

Also present: Mrs E. Hunt – Assistant to the Clerk
2 members of the public
Cllr L Barrett

CR/021/11 - APOLOGIES FOR ABSENCE

D. Blackwell reason unknown, N. Pontius due to illness.

CR/022/11 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were none.

**CR/023/11 - 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**

There were none.

**CR/024/11 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE
COMMITTEE MEETINGS HELD ON 26TH JULY 2011**

The minutes of the committee meetings held on the 26th July were **CONFIRMED** and signed as a true record.

**CR/025/11 – MATTERS ARISING FROM THE ONGOING PROJECTS AND NOT ON THE
AGENDA**

Lifeguard Memorial Garden

Cllr Liddiard advised that the East Forum wanted to put in a centre bed which would be maintained by the Town Council and that it is yet to be decided and that this would be fundamental in deciding whether the Town Council is able to maintain it. Cllr Harvey advised that he will speak with R Lynch at CPBC to discuss a nautical themed bed to consider the inclusion of a small boat which could then be planted rather than a traditional planter. Cllr Anderson advised that ongoing costs would need to be considered. Cllr Harvey recommended that volunteers be sought to maintain this centre bed.

Friends of Concord Beach

Cllr Liddiard advised that Friends of Concord Beach would like to give a presentation to the Town Council detailing their efforts and requirements for the future. Cllr Liddiard confirmed that this would be a twenty minute Powerpoint presentation to be given at the next Full Council meeting and advised that a letter has been sent to the Town Council requesting this be included as an Agenda item. Cllr Harvey suggested consideration be made to this presentation being given at the Area Forum meetings, which include the attendance of local residents along with all members of the council.

Flag Poles at Seafront

Cllr Harvey made investigation into the use of the flag poles at the seafront and was advised that due to the ongoing maintenance required on the poles that these could not be used.

CR/026/11 – TO AGREE THE MEMBERSHIP OF A NEW EVENT WORKING PARTY TO SUPERSEDE ALL EXISTING EVENT WORKING GROUPS

Members were asked to agree the membership of a new event working party to supersede all existing event working groups. Cllr Howard and Cllr Greig expressed that they would be disappointed if they were not involved in the working group for the Armed Forces Event. Cllr Anderson explained that each event required specific expertise and that a nucleus group could be considered which branched off for specific events. Members decided that this idea should be reconsidered as it could be too restrictive and **RESOLVED** that the Clerk put this item on the agenda to be discussed further at the next full council meeting.

CR/027/11 – CHRISTMAS EVENT – MEMBERS TO NOTE THE PROGRESS REPORT FROM THE COMMUNITY & EVENTS OFFICER AND TO CONSIDER AND AGREE COSTS OBTAINED TO DATE

Members noted the progress report from the Community and Events Officer. Members discussed the additional locations for Christmas Trees across Canvey Island for Christmas this year. Cllr Liddiard explained the reasons why the additional were sought. Members discussed the cost and practicality of locating a tree at the Seaview and Village sites. Cllr Harvey advised that he would contact the Manager of the King Canute Public House to discuss provision of Christmas lighting to the existing trees along the frontage rather than installing a Christmas tree with lighting at this location due to possible risk of vandalism.

Members **RESOLVED** the following actions:

- The Clerk to investigate the legal requirement to use the AA for road closure mapping, signage and attendance and depending on the findings, to source alternative providers for future events.
- The Community and Events Officer to contact all vendors in the Seaview location to request funding for the procurement of the Christmas Tree, lighting and ground works required, prior to the agreement of the committee to site a tree at Admiral Jellico Public House.

Members **RESOLVED** to install a tree at the Jones Corner location and to action the following:

- The Community and Events Officer to order the 3 Christmas Trees, lighting and fencing for the Haystack and High Street locations and also for the Jones Corner location.
- The Community and Events Officer to write to all ground works contractors to clarify that the costs quoted are relevant if only one pit required to be dug at the Jones Corner location.

CR/028/11 – TO NOTE THE DEBRIEF REPORTS FOR THE ARMED FORCES DAY, GARDEN TRAIL AND SUMMER FUN DAY

Members noted the debrief report from the Community and Events Officer.

CR/029/11 – TO NOTE A LETTER RECEIVED FROM CPBC REGARDING THE WAR MEMORIAL AND CONSIDER POSSIBLE FUTURE FUNDING FOR THIS PROJECT

Members noted the letter received from CPBC regarding the war memorial. Cllr Liddiard advised that in 2008 the Town Council agreed to part fund this project and members discussed the funding that was initially proposed for this project by the Town Council and East and West Area Forum at this time. Cllr Harvey expressed that monies budgeted for by the Area Forums may have been subject to a time scale for expenditure and that these monies may now have been granted to alternative projects. Cllr Howard advised that monies that were budgeted by the Area Forums should have been secured. Cllr Anderson advised that he was not aware of any budget set aside for this project. Members discussed funding cuts per Forum by CPBC and advised that any funding would need to be renegotiated, however, expressed that this funding could not be secured retrospectively.

Members **AGREED** the following actions:

- Clerk to locate minutes from 2008 detailing the amount agreed by the Town Council to part fund this project

CR/030/11 – TO NOTE AND CONSIDER ADDITIONAL PROJECTS FOR THE FOUR YEAR PLAN

Members noted the projects included in the current four year plan and commented on the clarity of the plans proposed through the new plan design.

CR/031/11 – FINANCE – TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED

Accounts **APPROVED** and cheques 201091 to 201100 inclusive were signed for A/c No 1 and cheques 200174 to 200176 inclusive were signed for A/c No 2.

Additional Items Discussed and not on the Agenda:

Newsletter

Members noted the September publication of the Town Council newsletter and **RECOMMENDED** that a new publicity working group be formulated to provide input in the formulation of the next newsletter.

Town Guide

Members discussed the current publication and noted that important items were not included in this publication including a detailed map of Canvey Island, places of interest and local attractions.

Members **RECOMMENDED** that consideration of alternative supplier of the Town Guide be sought for the next publication and to note all items that require inclusion in the next publication which did not feature in the current publication.

The meeting closed at 8.50 pm.

CHAIRMAN

21st November 2011