

**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
MONDAY 20th JUNE 2011 AT 7.30PM**

PRESENT:

Councillors: P. May (Chairman)
L. Swann (VC), D. Anderson, J. Anderson, N. Pontius, R. Howard and
J. Liddiard

Non Committee
Members: P. Greig and P. Mason

Also present: Mrs E. De Can – Town Clerk
Mrs E. Hunt – Assistant to the Clerk
5 members of the public

CR/001/11 - APOLOGIES FOR ABSENCE

Cllr N. Harvey was not present as he was on holiday and Cllr D. Blackwell had another commitment.

CR/002/11 - TO RECIEVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interest were received.

**CR/003/11 - PUBLIC FORUM – TO RECIEVE CONTRIBUTIONS FROM MEMBERS OF THE
COMMUNITY OF CANVEY ISLAND ON ITEMS ON THE AGENDA FOR A PERIOD NOT
EXCEEDING TEN MINUTES**

Lea Swann enquired where the road closure for the Summer Fun Day will end as there were concerns that the visitors wanting to visit the beach would not have adequate parking and be able to access the beach via the road. Cllr Liddiard confirmed that the closure would cease by the Astaire establishment and will not affect the beach. Mrs Swann advised that she had no objection to the road closure.

**CR/004/11 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE
COMMITTEE MEETINGS HELD ON 28TH MARCH AND 11TH APRIL 2011**

The minutes of the committee meetings held on the 28th March and 11th April 2011 were **CONFIRMED** and signed as a true record.

**CR/005/11 - MATTERS ARISING FROM THE MEETING OF 28TH MARCH 2011 AND NOT ON
THE AGENDA**

Lifeguard Memorial Planter – Cllr Liddiard confirmed that a meeting is to be held on the 22nd June and more information will be available after this date.

Castle Point Show – Cllr D. Anderson, Cllr J. Anderson and Cllr L. Swann have volunteered to man the Town Council stand at the Castle Point Show.

**CR/006/11 – TO RECEIVE A REPORT FROM THE ASSISTANT TO THE CLERK
REGARDING THE PROGRESS OF THE BUS SHELTERS**

Members noted a report provided by the Assistant to the Clerk regarding the following bus shelters:

- Canvey Road opposite Camping & General coming onto the Island
- Maurice Road outside Phoenix Stores
- Link Road outside number 220

Contact has been made with Adrian Summons, Infrastructure Developments Manager at Essex County Council Passenger Transport – Highways who has confirmed that they are able to replace the shelter on Canvey Road week commencing 27th June on the understanding that the Council will take on ownership and future maintenance of the shelter. The Assistant to the Clerk confirmed that CPBC have provided written confirmation that they will maintain this bus shelter.

It is recommended by ECC that a consultation with the local residents is undertaken for the shelters at Phoenix Stores and 220 Link Road.

ACTION: Assistant to the Clerk to establish the cost of maintaining these bus shelters before a consultation is considered.

An application for a bus stop on the Furtherwick Road close to the junction of Poplar Road to service the elderly residents of Wilalla House, on the eastbound side of the road, was made to Essex County Council Passenger Transport - Highways over a year ago by the Highways Panel and confirmation has now been received that a hard standing, flag pole and possible raised kerb will be sited at this location and is noted as priority no. 4 on their schedule.

Further recommendation for bus shelters were Long Road, Haystack Corner, next to entrance of Iceland car park and westbound on Southwick Road.

Members **RESOLVED** to agree to the replacement of the bus shelter by the Haystack Corner with the addition of a seat away from the lamp post, if CPBC were to agree to maintain this shelter.

CR/007/11 - TO CONSIDER A SECHEDULE OF WORKS FOR THE PROBATION SERVICE

Cllr May asked members to consider setting up a schedule of works for the probation service and a fund in order for them to obtain refreshments and fuel while working for the Council. Members discussed the possibility of supplying HI VIS jackets with the wording 'Community Payback Scheme working with CITC'. Cllr May advised that the probation service is reviewing this possibility.

Members **RESOLVED** to set up a fund of £100, for ward councilors to provide the Clerk with projects for the schedule and for quotes to be obtained for HI VIS jackets.

CR/008/11 - SUMMER FUN DAY – TO RECEIVE A REPORT FROM THE EVENTS & PUBLICITY OFFICER

The Clerk advised members of the progress of the Summer Fun day. Cllr Swann expressed her concerns regarding the location of the stage and requested that the working group meet to discuss the possibility of relocating the stage to the Labworth Gardens. Meeting agreed for 22nd June at 4pm.

CR/009/11 – OPEN GARDENS – TO RECEIVE A REPORT FROM THE EVENTS & PUBLICITY OFFICER

The Assistant to the Clerk provided a progress report on the Garden Trail which is to take place on the 23rd July. Gardens will be open to the public from 10.00am to 4.00pm and a programme has been designed and will be sold at a cost of £2.00 for the Cancer Research charity previously agreed. There will be no park & ride available due to the access of some roads. 8 gardens including Sweetbriar Lodge have entered their gardens for this trail and programmes will be available from the Town Council office.

CR/010/11 – TO CONSIDER AND AGREE THE CITIZEN AWARD EVENT FOR 2011

Members discussed whether the Citizen Awards should be held in 2011. It was agreed that business awards could be included and some members felt that this should be held by-annually.

Members **RESOLVED** that the awards should be held by-annually.

CR/011/11 – TO CONSIDER THE PURCHASE OF A TOWN COUNCIL FLAG

Cllr May asked members to consider purchasing a Town Council flag to help promote the council at meetings and events. Various discussions took place regarding the location of the flag and the transportation to each venue.

Members **RESOLVED** that quotes should be obtained as costs are required before a decision can be made.

CR/012/11 – TO DISCUSS AND REVIEW EXISTING WORKING GROUPS

Members discussed the various working groups relating to this committee and agreed the following:

Armed Forces Day	J. Anderson D. Blackwell P. Greig R. Howard
Wildlife Event	Environment & Conservation Forum
Summer Fun Day	D. Blackwell P. Grieg P. May L. Swann
Town Guide	J. Liddiard J. Anderson P. May
Newsletter	N. Pontius D. Blackwell

CR/013/11 - FINANCE - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED

Accounts **APPROVED** and cheques 200995 to 201011 inclusive were signed for A/c No 1 and cheques 200163 to 200165 inclusive were signed for A/c No 2.

In accordance with Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, the Council **RESOLVED** that the public and press be excluded from the remainder of this meeting because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

CR/014/11 – TO CONSIDER AND AGREE QUOTES PROVIDED FOR ARMED FORCES DAY, THE SUMMER FUN DAY AND THE CITIZEN AWARDS

Members considered quotes provided and **RESOLVED** to appoint Jeff Rickards to continue to organise the day's events for the Armed Forces Day from 6.00am to 1.00am on 25th June 2011 and the Summer Fun Day from 6.00am to 9.00pm on the 6th August 2011 at a cost of £800.00 per event.

It was also agreed that Richard Pontius would take photos on the Armed Forces Day at no cost to the Council.

The meeting closed at 9.20 pm.

CHAIRMAN

26th July 2011