

**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 21ST NOVEMBER 2011 AT 7.30PM**

PRESENT:

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

Non committee members: P. Mason

Also present: Mrs E. De Can – Town Clerk
Geraldine Vallis – Community & Events Officer
Jess Fisher – Community Warden

CR/032/11 - APOLOGIES FOR ABSENCE

D. Blackwell was unable to attend due to an Overview & Scrutiny meeting at CPBC and N. Harvey was unable to attend due to a hospital appointment.

CR/033/11 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interest were received.

CR/034/11 - 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 no members of the public at the meeting.

Cllr May thanked Richard Pontius for taking photos of Canvey Lake for the councils website.

CR/035/11 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETINGS HELD ON 19TH SEPTEMBER 2011

The minutes of the committee meetings held on the 19th September 2011 were **CONFIRMED** and signed as a true record.

CR/036/11 – MATTERS ARISING FROM THE ONGOING PROJECTS AND NOT ON THE AGENDA

Life Boat Memorial – Cllr Liddiard advised that the Neighbourhood Forums had agreed a nautical theme.

War Memorial – the Clerk advised that there had been no budget agreed in relation to the war memorial in any of the minutes dated back to 2008, however, discussions had taken place suggesting a possible figure of £3,000 to match the Neighbourhood Forums.

CR/037/11 – NEWSLETTER - TO CONSIDER THE PROGRESS OF THE PILOT SCHEME AND AGREE A PUBLICITY WORKING GROUP FOR FUTURE PUBLICATIONS

Members were asked to consider the report provided by the Clerk and decide whether they wanted to continue with the current newsletter scheme or whether they wished to go back to issuing a newsletter to each property. The Clerk advised that currently the Council have a cost saving of approximately £3,000 per year.

Members **RESOLVED** to continue with the current scheme of advertising in the Canvey & Benfleet Times with the addition of newsletters created and printed by the office.

Members were advised that at the meeting on the 19th September a discussion took place under AOB suggesting that a new publicity working group should be set up to review the newsletter prior to publication. Members **RESOLVED** to appoint Cllr J. Anderson, Cllr J. Liddiard, Cllr D. Blackwell and Cllr N. Pontius to the working group to review the newsletter prior to publication.

CR/038/11 – CHRISTMAS EVENT - MEMBERS TO NOTE THE PROGRESS REPORT FROM THE COMMUNITY & EVENTS OFFICER

Members noted the progress report supplied by the Community & Events Officer for Saturday the 26th November 2011.

The committee was advised that ECC had requested utility maps for the Jones Corner tree which have shown that there are gas and electric lines under the green area which was intended for the Christmas tree. Another possibility had been looked into which was to have the tree placed in a concrete base above the ground with ropes to hold the tree in place. This suggestion has Health & Safety implications and is not the preferred option.

Members were asked to consider the above and agree a way forward. It was suggested that the parking area next to the NISA store should be investigated and permission sought from the owner as the tree could be erected and held with scaffolding against the building. Members **AGREED** that this option should be investigated and due to the timeframe involved the Chairman of the committee and the Clerk agree the final resolution.

The following members agreed to be volunteers during the event: P. May, P. Mason, P. Greig, N. Pontius, J. Anderson, D. Anderson and J. Liddiard.

The Community & Events officer thanked Pinnacle and Canvey Supply for helping with erecting the two Christmas trees in the town centre.

CR/039/11 – TO NOTE AND CONSIDER ADDITIONAL PROJECTS FOR THE FOUR YEAR PLAN

Members noted the projects included in the current four year plan and requested that the war memorial be added to 2012.

CR/040/11 – FINANCE – TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED

Accounts **APPROVED** and cheques 201143 to 201161 inclusive were signed for A/c No 1 and cheques 200181 to 200184 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/041/11 - TO DISCUSS AND CONSIDER BUDGET REQUIREMENTS FOR 2012/13 AND PROPOSED EVENTS

Members reviewed the draft budget submitted by the Clerk in consultation with the Chairman of the Community Relations committee and **RESOLVED** to submit the following changes from 2011/12 to the Policy & Finance committee:

- Citizenship Training – budget provision (£3,000) moved to Events to increase to £8,000
- Events – increased to £8,000
- Bus Shelter Renewal - £5,000 removed
- Summer Fun – reduced by £15,000 (£10,000 general reserves, £2,000 garden trail & £3,000 joint projects)
- Garden Trail - £2,000 moved from Summer Fun
- Joint Project - £3,000 moved from Summer Fun
- War memorial EMR - £5,000 removed from Tewkes Creek EMR

Members were asked to consider the dates for the regular core events for 2012 and **AGREED** the following dates:

- Wildlife Event on Saturday, 26th May 2012
- Stall at Castle Point Show on Sunday, 17th June 2012
- Armed Forces Day on Saturday, 30th June 2012
- Garden Trail on Saturday, 21st July 2012
- Citizen Awards (bi-annual – date to be agreed in October 2012)
- Christmas Festive Event on Saturday, 24th November 2012

New events for 2012

There are two other key national events in 2012:

- the Queen's 60th Diamond Jubilee from 2nd to the 5th June 2012
- the Olympic Games from 27th July until 12th August 2012.

The Community Warden suggested the following community ideas for 2012:

- Have a display at Crucial Crew for year 6 Castle Point school children at the Paddocks in June for one week. A talk and display on litter and its effect on the environment i.e. lakes and wildlife would be beneficial and would cost the Town Council nothing as we would be a part of the already in place displays.
- Talk in primary and junior schools at assemblies regarding litter and environment
- Litter campaigns working with schools and residents.
- Dog fouling – doing a joint initiative with Castle Point Borough Council
- Working with RSPB who want to have more little and often events for young people, including Concord beach.
- 'The Big Lunch' to be incorporated in the Queen's Diamond Jubilee

Members **RESOLVED** the following:

- To hold an event to celebrate the Queen's Diamond Jubilee and Olympics
- To hold the Fun Day bi-annually
- The dates of the events in 2012
- The proposed additional community projects suggested by the community warden.

The meeting closed at 9.30 pm.

CHAIRMAN

30th January 2012