

TO ALL MEMBERS OF THE COMMON LIAISON COMMITTEE

Natalie Holt (Chairman), Cllr J. Anderson, Cllr T. Skipp, Cllr D. Blackwell and Cllr R Howard

Dear Members,

I hereby summon you to attend a meeting of the **COMMON LIAISON COMMITTEE** to be held in the **TOWN COUNCIL OFFICE, 13 HIGH STREET, CANVEY ISLAND, ESSEX, SS8 7RB** on the **24th MAY 2017** commencing at **3.00 PM** for the transaction of business as set out below.

Any member who is unable to attend the meeting should send their apologies before the meeting.

Yours faithfully

Mrs E. De Can
Town Clerk

17th May 2017

The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed or otherwise reported about please make yourself known to the Town Clerk

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 15th March 2017.
5. To note the Clerks Report from the ongoing projects and not on the agenda (Appendix A).
6. To consider and agree the Timetable of Meetings for 2017/18
7. To consider a request to hold a Community Fishing Competition on Saturday 12th August 2017
8. To receive an update from the Community Warden on the boundary lines of the lake.
9. To consider and agree the quotes provided for the works required following the Tree Audit
10. To note the Health & Safety report detailing incidents and actions completed (Appendix B).