

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE  
COMMON LIASION COMMITTEE HELD IN THE COUNCIL OFFICE,  
13 HIGH STREET, CANVEY ISLAND  
ON WEDNESDAY 15<sup>TH</sup> MARCH 2017 AT 3.00PM**

PRESENT:

Committee: Natalie Holt (Chairman), Cllr J. Anderson, Cllr R. Howard and Cllr T Skipp

Also present: Mrs E. De Can – Responsible Financial Officer  
Mrs A. Ruskin – Community Warden

**CL/081/16 - APOLOGIES FOR ABSENCE.**

Cllr D. Blackwell.

**CL/082/16 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

Cllr J. Anderson declared a non-pecuniary interest in item 8 on the agenda as a member of the Big Local Committee.

**CL/083/16 - 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.**

No members of public were present.

**CL/084/16 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETING HELD ON 4<sup>TH</sup> NOVEMBER 2016.**

The minutes of the committee meeting held on the 4<sup>th</sup> November 2016 were **CONFIRMED** and signed as a true record.

**CL/085/16 – TO NOTE THE CLERKS REPORT FROM THE ONGOING PROJECTS AND NOT ON THE AGENDA.**

Members discussed the ongoing maintenance of the lake. The Chairman confirmed that she would set up a meeting with ECC in conjunction with the Clerk to investigate the progress of the discussions relating to flood alleviation which affect the lake as a recreational open space.

Members discussed a complaint received regarding the large pot holes leading to the car park. Cllr Howard offered to provide road planings free of charge. Members discussed the previous history of this un-adopted road and the responsibility of the home owners. Members **AGREED** for the Community Warden to investigate costs for laying the road planings and for the Clerk to write to the residents to provide financial assistance with this issue.

Members **AGREED** that the Clerk prepare a standard letter to reply to all complaints in relation to the un-adopted road detailing the Councils responsibilities and include a statement on the website.

Members noted all other matters.

**CL/086/16 – TO RECEIVE AN UPDATE FROM THE COMMUNITY WARDEN ON THE RE-OPENING OF THE LAKE**

The Community Warden confirmed that the lake had been re-opened to fishing in January 2017 following a 2 month settling period as agreed by the Town Clerk after receiving confirmation from CEFAS in October 2016 that no KHV virus had been found and the designation imposed on the lake had been

withdrawn. The Community Warden confirmed that testing done on the deceased birds have a 6 month waiting period which is due to expire in March/April when the results will be confirmed.

Members discussed a complaint made by the Community Warden in relation to an abusive resident by Lakeside Path and the access to a property at this location. Members **AGREED** for the Community Warden to make further investigation into this location.

**CL/087/16 –TO CONSIDER AND AGREE THE COSTS FOR ADDITIONAL BOLLARDS AT CHERRY CLOSE TO PREVENT UNAUTHORISED ACCESS**

Members were asked to consider the installation of additional bollards at the Cherry Close location following an act of vandalism and a burnt out car being left on the open space. Members reviewed the quotes provided and **RESOLVED** to appoint Autopia Direct to install two drop down bollards at a cost of £186.76 ex VAT and to appoint CB Landscapes to install 15 concrete bollards at a cost of £1,040.00 ex VAT.

**CL/088/16 –TO CONSIDER AND AGREE THE LOCATION, QUOTES AND INSTALLATION OF A NEW PLAY AREA**

Members noted that following a meeting with Big Local representatives on the 27<sup>th</sup> February 2017 the Council has been asked to re-consider the proposed location of the play area to the South side by the existing picnic benches.

Members noted the report provided by the Clerk in relation to considerations needed and following a lengthy debate **RESOLVED** that the proposed location is acceptable, stainless steel equipment should be sought and for the Clerk to negotiate with the Big Local all considerations and the type of play equipment to be installed within the budget agreed by the Council.

Members raised a concern regarding the existing grounds maintenance program and how the addition of the play area will affect the contract price and requested that the Clerk review this cost in relation to the negotiations with the Big Local.

Members noted that a meeting has been arranged on the 20<sup>th</sup> March at 10.00am to discuss the potential play equipment and all members were asked to consider attending.

**CL/089/16 –TO CONSIDER AND AGREE THE QUOTES PROVIDED FOR THE TREE AUDIT SURVEY FOR 2017**

Members were provided with costs to carry out the Tree Audit Survey for 2017 and **RESOLVED** to appoint Trojan Tree Care to carry out the audit at a cost of £220.00 ex VAT.

**CL/090/16 – TO NOTE THE HEALTH AND SAFETY REPORT DETAILING INCIDENTS AND ACTIONS COMPLETED**

Members noted the health and safety report detailing incidents and actions completed.

Meeting closed at 4.20 pm

Chairman