

TO ALL MEMBERS OF THE COUNCIL

Dear Sir/Madam

I hereby summon you to attend a meeting of the **CANVEY ISLAND TOWN COUNCIL** to be held at **THE PADDOCKS, LONG ROAD, CANVEY ISLAND** on **MONDAY 17th OCTOBER 2011** commencing at **7.30pm** for the transaction of business as set out below.

Yours faithfully

Elaine De Can
Town Clerk

10th October 2011

AGENDA

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 receive a presentation from the 2187 (Canvey Island) Squadron ATC not exceeding 10 minutes
5. To confirm and sign as a true record the minutes of the Council meeting held on 18th July 2011
6. To consider and agree the recommendations from the Policy & Finance Committee held on the 3rd October 2011
7. To note the minutes of the Personnel Committee meetings held on the 18th July, 8th August and 19th September 2011
8. To agree a representative for the West Canvey Liaison Group (Appendix A)
9. To consider and agree a representative to join the committee of the Heritage Centre
10. To note the completion of the external audit and the annual return for year ending 31st March 2011 (Appendix B)
11. To agree the membership of a new event working party to supersede all existing working groups
12. To receive brief reports from the following Forums and Groups:-
 - LSP Stronger Communities – Cllr D. Anderson
 - Crime & Disorder Reduction Partnership – Cllr J. Anderson
 - Highways Panel – Cllr D. Blackwell

13. Finances:
 - To confirm accounts for payment as previously agreed
14. Reports from Castle Point Borough Councillors on matters relating to Canvey Island
15. Reports from Essex County Councillor on matters relating to Canvey Island

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

16. Staff Requirements