

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 **7.00pm** 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. To receive a presentation from the Friends of Concord Beach on their activities over the past year not exceeding 20 minutes.
4. 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.