

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE
ENVIRONMENT AND OPEN SPACES COMMITTEE OF THE CANVEY ISLAND TOWN
COUNCIL HELD AT COUNCIL OFFICES, 13 HIGH STREET, CANVEY ISLAND ON
MONDAY 25TH APRIL 2016 AT 7.30 PM**

PRESENT: Cllr J. Anderson (Chairman), Cllr D. Anderson (Vice Chairman), Cllr B. Campagna and Cllr D. Blackwell

NON COMMITTEE MEMBERS: Cllr P Greig, Cllr M. Tucker

ALSO PRESENT: Mrs E Hunt – Town Clerk.
Mrs L Windley – Community and Events Officer
Mrs A Ruskin – Community Warden
5 members of the public.

E&OS/068/15 - APOLOGIES FOR ABSENCE.

Cllr N. Harvey's provided his apologies. Cllr P. May excused himself due to illness.

E&OS/069/15 – TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

E&OS/070/15 – 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 none.

E&OS/071/15 – TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETING HELD ON THE 1ST FEBRUARY 2016.

The minutes of the committee meeting held on the 1st February 2016 were **CONFIRMED** and signed as a true record.

E&OS/072/15 – MATTERS ARISING FROM THE ONGOING PROJECTS AND NOT ON THE AGENDA

Cllr J. Anderson requested an update on the draft lease for Bumble Bee Park and Labworth Memorial Gardens. The Town Clerk advised members that the lease includes the installation of a linked pathways leading from Labworth Memorial Gardens to Bumble Bee Park and that version 3 08.10.2015 of the lease has been agreed by Castle Point Borough Council subject to the footpath wording.

Cllr J Anderson enquired whether the Town Clerk had contacted Jackson Engineering with the concerns raised in relation to the foreshore erosion and its effect on the pool structure. The Town Clerk advised that she had not had an opportunity to do this, however, was advised that there had been a meeting at Castle Point Borough Council offices recently to discuss the erosion of the foreshore and possible recharging of sand to the beach and had requested to be invited to the next meeting.

Cllr J. Anderson provided members with an update of the remaining ongoing projects not on the agenda.

Cllr D. Blackwell commented that he had been informed that historic manure deliveries to Waterside Farm Allotment site had now ceased following a fire having started to the heap. He added that this had been a historic agreement with the farmer who delivered it for over 40 years and that it was a shame that this now had to cease following this incident. The Community Warden advised that the Environment Agency had received complaints from residents about the fire on the manure heap and that they had reported this to the Town Council. She explained that she had attended on site and that the fire department had been called to put out the fire. The

Environment Agency at this point discovered that the deliveries had made on their land and questioned whether the farmer had permission to do so and also whether he had the relevant waste carrier licence to make deliveries of manure. The Environment Agency advised the Community Warden that they would be investigating this matter further as the incident had occurred on their land and that they would report their findings back to the Town Council.

The Town Clerk was advised that the Town Council should cease acceptance of the deliveries to the site as they did not have a secure location in which to receive it and it was questioned that the farmer did not have a waste carrier licence to make these deliveries.

Cllr D. Blackwell commented that he would make enquiries and follow this up with the Environment Agency.

Cllr B. Campagna advised Members that a meeting had been held at Castle Point Borough Council offices with DP World, the Port of London Authority and a member of Canvey Bay Watch to discuss recharging the beach with sand due to the erosion experienced along the foreshore. He added that the meeting had been positive and that they were due to meet again in about 3 weeks to discuss the matter further.

E&OS/073/15 – TO CONSIDER AND AGREE QUOTES RECEIVED TO CREATE A RAMP ACCESS AT SMALLGAINS ALLOTMENT SITE.

Members were asked to consider and agree quotes received to create a ramp access at Smallgains allotment site and **RESOLVED** to appoint Mark Sullivan Groundworks and Plant Hire to carry out the works at a total cost of £880.00 excluding VAT.

E&OS/074/15 – TO CONSIDER AND AGREE QUOTES RECEIVED TO REPLACE THE FENCING AT WATERSIDE FARM ALLOTMENT SITE.

Members discussed the quotations provided. Cllr J. Anderson commented that, Just Fencing Landscape Services, had carried out the works to the original replacement palisade fencing which bounds the allotment site and that the Town Council had been happy with the works completed at that time. He added that the Town Council had secured funding to carry out the works and requested that the Town Clerk look at funding opportunities for this work.

Cllr A. Acott enquired whether this included the missing section of fencing on the left hand side of the allotment site which bounds the Don Down Nature Reserve. The Town Clerk confirmed that the small return was included in the quotation.

Members were asked to consider and agree quotes received to replace the fencing at Waterside Farm allotment site and **RESOLVED** to appoint Just Fencing Landscape Services to carry out the works at a total cost of £10,886.00 excluding VAT.

Members considered financing for the project and **RESOLVED** to secure external funding in order to carry out the works.

E&OS/075/15 – TO CONSIDER AND AGREE THE RECOMMENDATIONS MADE IN THE STRUCTURAL SURVEY OF CONCORD BEACH TIDAL POOL.

Members discussed the report provided which stated that the pool was considered to be in a reasonable condition. The soffit (underside) of the slab that forms the surround and beach level, was exposed for a reasonable part of its length due to settlement/movement of the concrete/rock revetment although this currently appeared to be adequately supported off the sheet pile and showing no signs of distress.

Members noted the recommendations made by the structural engineer to infill exposed areas between the concrete slab and the beach level with concrete to provide further support to the slab and prevent health and safety risks.

Members considered the recommendations made and **RESOLVED** to obtain quotations to carry out concrete infilling works to fill exposed areas between the concrete slab that forms the surround to the pool and the rock revetment to beach level for consideration at its next meeting.

E&OS/076/15 – TO CONSIDER AND AGREE TO PROCEED WITH AN APPLICATION TO THE ENVIRONMENT AGENCY TO PAINT A PANEL OF THE SEA WALL ADJACENT THE CONCORD BEACH TIDAL POOL.

Members were asked to consider and agree to proceed with an application to the Environment Agency to paint a panel of the sea wall adjacent to the Concord Beach Tidal Pool.

Members discussed the proposal and **RESOLVED** to proceed with an application at the total cost of £50.00 excluding VAT.

E&OS/077/15 – TO CONSIDER AND AGREE APPLYING A BRANDED VINYL STICKER TO THE HEALTH AND SAFETY SIGN LOCATED AT THE ACCESS GATE ENTRANCE ON THE SEA WALL TO THE CONCORD BEACH TIDAL POOL.

Members were asked to consider and agree to apply a branded vinyl sticker from Design 4 Print to the existing Health and Safety sign located on the railings adjacent the access gate on the sea wall leading to Concord Beach Tidal Pool.

Members discussed the proposal and **RESOLVED** to purchase and apply a branded vinyl sticker to the Health and Safety Sign from Design 4 Print at a total cost of £40.00 excluding VAT.

E&OS/078/15 – TO CONSIDER AND AGREE QUOTES RECEIVED TO REPLACE HEALTH AND SAFETY SIGNAGE AT THE CONCORD BEACH TIDAL POOL.

Members were asked to consider and agree quotes received to replace the Health and Safety signage at Concord Beach Tidal Pool.

Members discussed the proposal and **RESOLVED** to appoint Design 4 Print to carry out the works at a total cost of £549.00 excluding VAT.

E&OS/079/15 – TO CONSIDER AND AGREE TO BOOKING THE COMMUNITY WARDEN ONTO A PLAYGROUND INSPECTION TRAINING COURSE.

Members were asked to consider and agree to booking the Community Warden onto a playground inspection training course.

Members considered the proposal and **RESOLVED** to book her on the course provided by the EALC at a total cost of £100.00 excluding VAT.

E&OS/080/15 – TO CONSIDER AND AGREE QUOTES RECEIVED TO RENOVATE BUMBLEBEE PARK AND THE LABWORTH MEMORIAL GARDENS.

The Town Clerk advised Members that a site visit was carried out with Members of the Environment and Open Spaces Committee and following that visit a proposal for renovation was drafted and sent out to local contractors to provide quotations to carry out the works.

Members were asked to consider and agree quotes received to renovate Bumble Bee Park and the Labworth Memorial Gardens.

Cllr D. Blackwell raised concerns that planting should be carried out by specialists landscape gardeners as opposed to specific tradesman who have been tasked to carry out the structural renovations. Cllr D. Blackwell proposed that the quotations be split out to the respective areas of expertise by removing the planting aspect of the quotes asking the contractors to supply new quotations and to source three separate quotes specifically for the planting out from local landscape gardeners for consideration at the committee's next meeting.

Members considered this proposal and **RESOLVED** to defer the item until quotation amendments had been received and new quotations for the planting sourced.

E&OS/081/15 – TO CONSIDER AND AGREE QUOTES RECEIVED TO REFURBISH THE ENTRANCE SIGNAGE AT BUMBLEBEE PARK AND INSTALL SIIMILAR SIGNAGE AT THE ENTRANCE TO LABWORTH MEORIAL GARDENS.

Members were asked to consider and agree quotes received to refurbish the entrance signage at Bumble Bee Park and install similar signage at the entrance to the Labworth Memorial Gardens.

Members discussed the option to remove the existing dilapidated sign at the entrance to Bumble Bee Park from site, to galvanise and powder coat in black and then reinstall at the same location providing an 80 – 100 year life expectancy on the sign. Members were in agreement that due to the location of the signage increased protection from corrosion and extension of the signs natural life would be beneficial.

Members considered the quotations received and **RESOLVED** to appoint Fullmen to carry out Option 1 works at a total cost of £2,885.70 excluding VAT.

E&OS/082/15 – TO CONSIDER AND AGREE ARTWORK AND DIMENSIONS OF SIGNAGE FOR INSTALLATION IN THE LABWORTH MEMORIAL GARDENS.

Members were asked to consider and agree artwork and dimensions of signage and **RESOLVED** to devolve the power to the Clerk to generate dimensions and design the artwork for the signage ensuring continuity of Town Council branding and to obtain quotations to be considered at the next committee meeting.

E&OS/083/15 – TO NOTE THE FOUR YEAR PLAN AND PROJECTS IN PROGRESS5

Cllr J. Anderson provided Members with an update of the progress of projects on the four year plan.

E&OS/084/15 – TO NOTE THE HEALTH AND SAFETY REPORT DETAILING INCIDENTS AND ACTIONS COMPLETED

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

E&OS/085/15 – ACCOUNTS FOR PAYMENT:

Accounts **APPROVED** and cheques 202526 to 202545 inclusive were signed.

THE MEETING CLOSED AT 9.05pm.

CHAIRMAN
13th June 2016