

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE
COMMUNITY RELATIONS COMMITTEE OF THE CANVEY ISLAND TOWN
COUNCIL HELD AT THE COUNCIL OFFICES, 13 HIGH STREET, CANVEY
ISLAND ON MONDAY 16TH MAY AT 7.30PM**

PRESENT:

Councillors: Cllr P. Greig (Vice Chairman), Cllr M. Tucker, Cllr D. Anderson, Cllr J. Blissett

Also present: Mrs L. Windley – Community and Events Officer
Mrs E. Hunt – Town Clerk
Mrs A Ruskin – Community Warden
Cllr J. Anderson
Cllr A. Acott
1 member of the public

CR/017/16 – APOLOGIES FOR ABSENCE

Cllr B. Campagna and Cllr P. May provided apologies for absence.

CR/018/16 – TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were none.

CR/019/16 – 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.

Mr Tunstall spoke regarding Neighbourhood Watch and the Town Council now being a distribution point for the recently published Neighbourhood Watch Summer Newsletter. Mr Tunstall expressed his disappointment that his roads were listed incorrectly on the paperwork provided by Neighbourhood Watch. Mr Tunstall further enquired as to whether considering the size of the population of Canvey Island, could the Town Council investigate having a Neighbourhood Watch Controller dedicated to Canvey Island. Cllr A. Acott advised that now the Neighbourhood Watch meetings were to be held at Rayleigh Police Station, and that the new location may deter people from attending. Cllr J. Anderson advised that Cllr T. Belford is the Town Council representative for the Community Safety Partnership and that he may be able to raise this issue with Castle Point Borough Council.

CR/020/16 – TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETING HELD ON 21ST MARCH 2016

Cllr J. Anderson referred to the minutes from the last meeting of the Community Relations Committee, held on 21st March 2016 which advised that Cllr T. Belford would investigate the changes to Neighbourhood Watch and report his findings back to the committee.

CR/021/16 – MATTERS ARISING FROM ONGOING PROJECTS AND NOT ON THE AGENDA (APPENDIX A)

Cllr P. Greig gave an update on matters arising from on going projects. Cllr J. Blissett enquired if the Town Council were intending to do any more events to celebrate the Queen's 90th Birthday. The Community and Events Officer advised that currently there is no further events planned, but that meetings were being held with Canvey Schools Partnership and that a potential litter pick would be discussed then.

Cllr M. Tucker enquired about the Ministry of Defence band and flypast for the Armed Forces Day event. The Community and Events Officer advised that The Band of the Parachute Regiment and a Dakota flypast had been confirmed.

The Community Warden updated members on the Older Persons Community Safety event that was held at CISCA House. The Community Warden advised members that she was hoping for more attendance from the public but was pleased it gave the organisations involved a chance to network. Cllr M. Tucker suggested repeating the event next year and opening the event to non-members of CISCA House. Cllr P. Greig suggested holding a similar event later on in the year.

CR/022/16 – TO CONSIDER AND AGREE HOLDING A FAMILY FUN EVENT AT THE TIDAL POOL

The Community and Events Officer proposed that the Town Council could hold an event at the Concord Beach Tidal Pool to promote an open space that the Town Council currently maintain. The Community and Events Officer advised members that the event would be aimed at families with arts and crafts, crabbing and game type activities. Cllr M. Tucker advised that tide times would have to be taken into consideration. Cllr M. Tucker expressed health and safety concerns, the Community and Events officer advised that volunteers would be required for the event to ensure people attending are safe during the event. Cllr P. Greig recommended approaching Town Councillors to volunteer for the event. Cllr J. Blissett volunteered to help at the event. The Community and Events Officer advised that volunteers wearing hi-vis jackets would clearly show who the points of contact are and hoped this should deter potential bad behaviour from children.

Members **RESOLVED** to hold a family fun event at the tidal pool.

CR/023/16 – TO CONSIDER AND AGREE HOLDING A SUMMER YOUTH EVENT

The Community and Events Officer proposed to members holding an event in the summer school holidays, inviting all the youth services available on Canvey Island to showcase their services. Cllr D. Anderson enquired as to where the event could be held. The Community and Events Officer advised that the location would depend on how many organisations were interested in attending the event.

Cllr M. Tucker enquired about the potential of incorporating a football tournament into the event. The Community and Events Officer advised that this could be investigated for the next committee meeting.

Members **RESOLVED** to hold a summer youth event.

CR/024/16 – TO CONSIDER AND AGREE A CHARITY FOR THE GARDEN TRAIL

The Community and Events Officer informed members that Canvey Island MS Club and CISCA House had been suggested to be the charity for the Garden Trail. The Community Warden gave details about the Canvey Island MS Club and advised members that have they significantly less funding than CISCA House. Cllr A. Acott advised members that previously the MS Club had been part of the Castle Point and Rochford MS Club and as that had been closed, the Canvey Island MS Club no longer received the funding they used to.

Members **RESOLVED** that the chosen charity for the Garden Trail for 2016 would be Canvey Island MS Club.

CR/025/16 – TO CONSIDER AND AGREE OPENING THE LABWORTH MEMORIAL GARDENS AS PART OF THE CHARITY GARDEN TRAIL

The Community and Events Officer advised members that by opening the Labworth Memorial Gardens as part of the Garden Trail it would give the Town Council an opportunity to show residents an open space the Town Council maintain as well as being a way of displaying to residents future plans for the gardens. The Community and Events Officer advised members that this would be an opportunity to show residents the Town Council is investing in the open spaces it maintains. Cllr J. Anderson expressed that to open the gardens is a great idea and that residents do not always know that the Town Council look after this open space.

Members **RESOLVED** to open the Labworth Memorial Gardens as part of the Charity Garden Trail.

CR/026/16 – TO CONSIDER AND AGREE ATTENDING CASTLE POINT’S FAMILY FUN INFORMATION DAY

The Community and Events officer advised members that the Local Strategic Partnership were holding an event on Saturday 6th August 2016 at The Paddocks Community Centre to showcase services available to residents. The Community and Events Officer advised members that as the event is intended to show Canvey Island residents what provisions are available to them the Town Council should be part of the event. Cllr J. Anderson agreed with this and said the Community and Events Officer should be part of the planning process for this type of event if being held on Canvey Island.

Cllr M. Tucker advised that the event could be an opportunity to show residents the work the Town Council does on Canvey Island.

Members **RESOLVED** to attend Castle Point’s Family Fun Information Event on Saturday 6th August.

CR/027/16 – TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED

Accounts **APPROVED** and cheques 202562 to 202569 inclusive were signed for a/c No.1.

CR/028/16 – TO CONSIDER AND AGREE PURCHASING REPLACEMENT NOBO BOARDS.

Members considered the costs provided to purchase replacement nobo boards and **RESOLVED** to purchase replacement nobo boards from xldisplays.co.uk at a total cost of £436.56 exclusive of VAT.

CR/029/16 – TO CONSIDER AND AGREE PURCHASING A PORTABLE TABLE FOR USE AT EVENTS

Members considered the costs provided to purchase a portable table for use at events and **RESOLVED** to purchase a portable table for use at events from Tesco Direct at a total cost of £34.49 including VAT.

CR/030/16 – TO CONSIDER AND AGREE THE PURCHASE OF PROMOTIONAL BUGS

Members considered costs provided to purchase promotional bugs **RESOLVED** to purchase promotional bugs from Fluid Branding at a total cost of £555.00 excluding VAT.

CR/031/16 – TO AGREE TO PURCHASE REMOTES AND BRACKETS FOR THE CHRISTMAS LIGHTING ENHANCEMENTS.

Members considered the costs provided to purchase remotes and brackets for the Christmas lighting enhancements and **RESOLVED** to purchase two remote controllers at a total cost of £250.00 excluding VAT and eighteen brackets at a total cost of £360.00 with an overall cost of £610.00 to be taken from the Christmas Lighting budget, and to vire £107.00 from the Christmas Event budget into the Christmas Lighting budget to cover the overspend for 2016.

CR/032/16 – TO CONSIDER AND AGREE THE HIRING OF FIVE STAGE ACTS FOR THE CHRISTMAS EVENT

Members considered the costs provided to hire five stage acts for the Christmas Event and **RESOLVED** to hire five stage acts through Luke Baker Talent Agent at a total cost of £200.00 excluding VAT.

The meeting closed at 8.45pm.

CHAIRMAN
19TH September 2016