

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF
CANVEY ISLAND TOWN COUNCIL
HELD AT THE COUNCIL OFFICES, 13 HIGH STREET, CANVEY ISLAND ON
MONDAY 7TH MARCH 2016 AT 7.30PM**

PRESENT:

Councillors: Cllr. P. Greig (Chairman), Cllr M. Tucker (Vice Chairman), Cllr. J. Blissett, Cllr. J Anderson, Cllr. D. Anderson, Cllr. T. Belford, Cllr. B Campagna, Cllr. N. Harvey and Cllr P May

Also present: Mrs E Hunt – Town Clerk
Mrs L Windley – Community & Events Officer
Mrs A Ruskin – Community Warden
15 members of the public

CO/086/15 - APOLOGIES FOR ABSENCE

Cllr. M. Tucker provided Cllr. D. Blackwell's apologies.

CO/087/15 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were none.

CO/088/15 - 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

No members wished to speak.

CO/089/15 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 11TH JANUARY 2016

The minutes of the Council meeting held on the 11th January 2016 were then **CONFIRMED** and signed as a true record.

CO/090/15 – MATTERS ARISING FROM THE ONGOING PROJECTS AND NOT ON THE AGENDA

Cllr P Greig provided members with an update of the matters arising from ongoing projects and not on the agenda.

CO/091/15 – TO CONSIDER AND AGREE THE RECOMMENDATIONS FROM THE POLICY & FINANCE COMMITTEE HELD ON THE 22ND FEBRUARY 2016

Members **RESOLVED** that the minutes of the Policy & Finance meeting held on the 22nd February 2016 are adopted by the Council and recommendations made were agreed and the minutes are to be signed by the Chairman of the committee at the next Policy & Finance meeting.

CO/092/15 - TO NOTE THE MINUTES AND RESOLUTION FROM THE PERSONNEL COMMITTEE MEETING HELD ON THE 16TH FEBRUARY 2016

Members noted the minutes and resolution from the Personnel Committee meeting held on the 16th February 2016.

CO/093/15 – TO NOTE THE REPORT OF OFFICER DECISIONS UNDER DELEGATED POWERS AND BACKGROUND PAPERS

Members noted the report of officer decisions and background papers.

CO/094/15 – TO NOTE THE RESIGNATION OF THE EAST WARD COUNCILLOR CLLR COLIN LETCHFORD

Members noted the resignation of the East Ward Councillor Cllr. Colin Letchford.

CO/095/15 – TO NOTE THE NOTICE OF CASUAL VACANCY

Members noted the notice of casual vacancy.

CO/096/15 – TO CONSIDER AND AGREE TO THE RESINTATEMENT OF THE COMMUNITY RELATIONS COMMITTEE

Members considered the reinstatement of the Community Relations Committee and **RESOLVED** to reinstate the committee.

CO/097/15 – TO REVIEW THE COMMITTEE MEMBERSHIP AND OUTSIDE BODY REPRESENTATIVES

Members were asked to review the committee membership and **RESOLVED** to appoint the following member to the Councils Committees:

- i. Planning
Cllr. T. Belford

Members requested that a further review of the committee membership be conducted at the next meeting of the Council on the 4th April 2016.

CO/098/15 – TO APPOINT MEMBERS TO THE COMMUNITY RELATIONS COMMITTEE

Members were asked to consider the appointment of members to the Community Relations Committee and **RESOLVED** to appoint the following Committee membership:

- i. Community Relations
Cllr. J. Blissett, Cllr. P. May, Cllr. M. Tucker, Cllr. P Greig and Cllr. B. Campagna,

CO/099/15 – TO AGREE A SCHEDULE OF MEETING DATES FOR THE COMMUNITY RELATIONS COMMITTEE

Members were asked to consider and agree a schedule of meeting dates for the Community Relations Committee and **RESOLVED** to amend the agreed timetable of meetings for 2015/16 to include two additional meeting dates of the Community Relations Committee, Monday 21st March 2016 and Monday 16th May 2016.

CO/100/15 – TO REVIEW COUNCILLORS CONSENT TO RECEIVE THE COUNCIL SUMMONS AND AGENDA ELECTRONICALLY

Members were asked to review their individual consideration to receive the council summons and agenda electronically. Members who consented to receive the council summons and agenda electronically were asked to provide their signature of acceptance.

CO/101/15 – TO CONSIDER AND AGREE A PROPOSAL FOR A JOINT COMMUNITY ENGAGEMENT EVENT WITH THAMES 21 TO BE HELD AT THE CANVEY LAKE

Members were asked to consider a proposal for the Community Warden to organise a joint community engagement event with Thames 21 which would focus on animal conservation and water pollution held at Canvey Lake.

The Community Warden advised members that this would be a free event, to be held during the Easter half term break in order to educate visitors on the effects of litter and dog fouling on the environment and to highlight the effects of white bread on the health and wellbeing of the wildfowl who inhabit the lake and water quality.

The Community Warden explained that there would be no cost to the Council for the event and that she had also provisionally agreed sponsorship with a local pet store for wildfowl feed which would be given away to visitors at the event to promote new feeding practices for the wildfowl on the reserve.

Members considered the proposal and **AGREED** for the Community Warden to organise the event in partnership with Thames 21 held at Canvey Lake.

CO/102/15 – TO CONSIDER AND AGREE A PROPOSAL TO ORGANISE AN OLDER PERSONS COMMUNITY SAFETY EVENT ON FRIDAY 6TH MAY 2016.

Members were asked to consider a proposal for the Community Warden to organise an older persons Community Safety Event to be held at CISCA House on Friday 6th May 2016.

The Community Warden advised members that she had already made tentative enquiries with a number of organisations and authorities to ascertain their interest in attending the event which was successfully run two years previously and well received. The Community Warden advised that there would be no cost to the Council to organise this event.

Members considered the proposal and **AGREED** for the Community Warden to organise an older persons Community Safety Event to be held at CISCA House on Friday 6th May 2016.

CO/103/15 – TO CONSIDER AND AGREE CONTRACTING HEART RADIO FOR THE CHRISTMAS EVENT ON SATURDAY 26TH NOVEMBER 2016.

Members were asked to consider contracting Heart Radio for the Christmas Event on Saturday 26th November 2016.

Members considered the proposal and **RESOLVED** with 8 members in favour and one abstention to contract Heart Radio for the Christmas Event for 2016.

CO/104/15 – TO CONSIDER AND AGREE THE APPOINTMENT OF THE INTERNAL AUDITOR FOR 2016.

Members were asked to consider and agree the appointment of the Internal Auditor for 2015/16.

Members considered the costs provided by the Town Clerk and **RESOLVED** to appoint Heather Heelis of Heelis and Lodge as the Internal Auditor for 2015/16.

CO/105/15 – TO CONSIDER AND AGREE A GRANT APPLICATION FROM GIRL GUIDING CANVEY 1ST EAST GUIDES.

Members were asked to consider a grant application from Girl Guiding Canvey 1st East Guides for financial assistance toward the cost of purchasing patrol tents.

Members **RESOLVED** that a grant of £360.00 be awarded.

CO/106/15 – TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.

Accounts **APPROVED** and cheques for No1 account 202438 to 202506 inclusive were signed.

CO/107/15 - REPORT FROM COMMUNITY WARDEN ON MATTERS RELATING TO CANVEY ISLAND

The Community Warden advised members that in addition to her routine patrols of all of the wards on Canvey Island, she also regularly meets with local community groups including CISCA House, Age Concern, the MS Club and the Smallgains Social Club.

The Community Warden advised members that she works closely with local authorities and organisations in resolution of complaints and enquiries she receives from members of the public and also in connection with incidents or defects she identifies during her patrols.

The Community Warden explained that as part of her new duties she is now responsible for the management of external maintenance contracts and is working closely with the contractors on existing maintenance programmes and also additional projects that are undertaken explaining that she had recently been involved with the relocation of signage to reflect the newly confirmed byelaws at Canvey Lake.

The Community Warden advised members that she had also visited local residents who had come together to make enquiries about dog fouling issues experienced in their street explaining the remit of her authority and areas that she must cover.

Cllr. J. Anderson made enquiries about lone working and how this can be carried out safely and in a controlled and co-ordinated manner, with appropriate contingency made for emergencies. The Community Warden advised that she is in regular contact with the Town Clerk to alert her of her presence and movement and keeps record of all appropriate telephone numbers stored on her mobile phone.

The Community Warden advised members that there are areas of the island that she would like to target such as Canvey Heights where it has been highlighted to her that there is an issue with dog fouling and litter and asked members if they would consider joining her when patrolling these areas. Cllr. J. Blissett and Cllr. P. Greig communicated that they would be happy to patrol these areas with her.

Cllr. T. Belford asked the Town Clerk whether the office had approached the local police in relation to lone worker safety as was discussed at the Personnel Committee Meeting. The Town Clerk advised that as she was not present at this meeting she would make enquiries and report back to Council at its next meeting.

Cllr. P. May wanted to congratulate the Community Warden on her work and communicated to members that he had received a lot of good feedback from members of the social clubs that she had attended adding that she was a great asset and was well received in all the clubs.

CO/108/15 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr. J. Anderson advised members there had been a lot of work carried out in partnership with Castle Point Borough Council, Canveys Big Local £1million and the Town Council. Cllr. J. Anderson advised members that the concrete hardstanding for use by local youth groups in the Avenues had now been completed and that Legacy XS had used their youth bus on this hardstanding last week. Cllr J. Anderson advised that the garden area project planned for this area had also now been completed.

Cllr. J. Anderson advised members that Canveys Big Local £1million had also successfully completed a partnership project with the Town Council in installing a picnic area at the rear of Cedar Road at Canvey Lake.

Cllr. B. Campagna advised members that the car park at Thorney Bay Beach was to be made bigger within the next three weeks, although there was not going to be a hard surface to the car park. Cllr. B. Campagna advised that the entrance would be widened and that there would be height restriction installed.

Cllr. B. Campagna advised members that Canvey Bay Watch were in the process of installing a further 27 benches at Thorney Bay Beach.

Cllr. B. Campagna advised members that Castle Point Borough Council had received a lot of interest in re-opening the paddling pool at the rear of the Paddocks Community Centre in Long Road and that it was hoped that the pool would be re-opened in time for summer.

CO/109/15 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

There were no Essex County Councillors present.

The meeting closed at 8.30pm

CHAIRMAN
4th April 2016