

TO ALL MEMBERS OF THE COMMUNITY RELATIONS COMMITTEE

Cllr P. Greig, Cllr M. Tucker, Cllr P. May, Cllr J. Blissett, Cllr B. Campagna

Dear Councillors,

I hereby summon you to attend a meeting of the **COMMUNITY RELATIONS COMMITTEE** to be held in **THE COUNCIL OFFICE, 13 HIGH STREET, CANVEY ISLAND** on **MONDAY 21ST MARCH 2016** commencing at **7.30pm** for the transaction of business as set out below.

Any member who is unable to attend the meeting should send their apologies before the meeting.

Yours faithfully,

Mrs E Hunt
Town Clerk

14th March 2016

The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed or otherwise reported about please make yourself known to the Town Clerk

A G E N D A

- 1 To appoint a Chairman of the Committee.
- 2 Apologies for absence.
- 3 To receive declarations of interest in items on the agenda.
- 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.
- 5 To appoint a Vice Chairman of the Committee
- 6 Matters arising from the ongoing projects and not on the agenda (Appendix A)
- 7 To receive a report on the Christmas Lighting investigations and consider and agree the proposed enhancements.
- 8 To consider and agree to devolve the power to the Clerk to authorise event expenditure within the event budget.
- 9 To consider and agree reprinting of community engagement information leaflets.
- 10 To consider and agree the hiring of five stage acts for the Christmas Event.
- 11 To consider and agree the payment of a nominal fee for event photography.
- 12 To consider and agree attending the Castle Point Show
- 13 To receive a report on the progress of the Newsletter.
- 14 To receive a brief report on the progress of partnership working initiatives.
- 15 To note the existing Four Year Plan.
- 16 To confirm accounts for payment previously agreed.