

**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 14TH NOVEMBER 2016 AT 7.30PM**

PRESENT:

Councillors: Cllr P. May (Chairman), Cllr M. Tucker, Cllr D. Anderson, Cllr J. Blissett, Cllr B. Campagna

Non Committee Members: Cllr J Anderson, Cllr T Belford, Cllr A Acott

Also present: Mrs E. Hunt – Town Clerk
Mrs L. Windley – Community and Events Officer
Mrs E. De Can – Responsible Financial Officer
3 members of the public

CR/050/16 – APOLOGIES FOR ABSENCE

Cllr P Greig was not present, reason unknown.

CR/051/16 – TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were none.

CR/052/16 – 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.

Cllr Barry Palmer asked to speak on item 7 of the agenda. He commented has an impact on the Big Local Committee as they also have a partnership with Legacy XS.

CR/053/16 – TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETING HELD ON 19TH SEPTEMBER 2016

The minutes of the committee meeting held on 19th September 2016 were **CONFIRMED** and signed as a true record.

CR/054/16 – MATTERS ARISING FROM ONGOING PROJECTS AND NOT ON THE AGENDA

The Community and Events Officer provided members with an update of the ongoing projects and items not on the agenda. She commented that a meeting with Canvey Community Archive has now been arranged.

Cllr J. Anderson enquired about progress with the Town Council Facebook page. The Community and Events Officer advised members that it was now live and was successfully being used to promote Town Council activities.

CR/055/16 – TO CONSIDER AND AGREE PUBLISHING THE TOWN GUIDE ON A BI-ANNUAL BASIS

Members were asked to consider publishing the Town Guide on a bi-annual basis. The Community and Events Officer explained that the guide is currently published annually, and is paid for by advertising within it. The Community and Events Officer advised members that last year the number of pages in the guide had to be reduced as the advertisements could not be secured, and that a lot of the information in the guide was the same as the previous publication. The Community and Events Officer suggested to members that by publishing the guide on a bi-annual basis it would allow for more and up to date information to be provided

Members considered the proposal and unanimously **RESOLVED** to publish the Town Guide on a bi-annual basis.

CR/056/16 – TO RECEIVE A REPORT ON THE YOUTH WORK PROVIDED BY LEGACY XS

The Community and Events Officer provided members with a report on the youth work provided by Legacy XS, following a recent meeting between herself, the Town Clerk, Cllr M Tucker, Cllr P May and Luke Cooper a youth worker from Legacy XS. Members discussed the report and noted the youth provision provided by Legacy XS on Canvey Island.

CR/057/16 – TO CONSIDER AND AGREE ENTERING INTO ANGLIA IN BLOOM FOR 2017

The Community and Events Officer provided members with a report following investigations into entering the Town Council into Anglia in Bloom. She advised that a working group is recommended to create the portfolio of entries for the competition.

The Community and Events Officer advised that the cost of the entry would be minimal and could be taken from the general events budget.

Members considered the proposal and unanimously **RESOLVED** to enter Anglia in Bloom 2017 and that the costs associated with this be taken from the general events budget.

CR/058/16 – TO CONSIDER AND AGREE HOLDING A CRUCIAL CREW EVENT

The Community and Events Officer provided members with a report detailing investigations into holding a Crucial Crew event on Canvey Island. Members were advised that following discussions with Castle Point Borough Council, Town Council consider working in partnership with Castle Point Borough Council to facilitate the event.

The Community and Events Officer advised that the cost of the event would be jointly met and that members consider setting a budget for this.

Members considered the proposal and unanimously **RESOLVED** to work in partnership with Castle Point Borough Council to facilitate a Crucial Crew event for Canvey Island and that any associated costs would be taken from the Joint Partnership Working budget heading.

CR/059/16 – TO CONSIDER AND AGREE A PROGRAMME AND PARTICIPANTS FOR THE ESSEX COUNTY FIRE AND RESCUE FIREBREAK.

Following the resolution made at the Council meeting held on Monday 17th October 2016 to fund a Firebreak for 12 participants, members were provided with a report detailing the programme formats and the age ranges each programme would be best suited to.

Members discussed who the benefit of the Firebreak and the aims of delivering the program should be. Cllr P May expressed that the Firebreak could be an encouragement to children who are actively improving and would help them to gain confidence.

The Community and Events Officer recommended meeting with the Head teachers of the two secondary schools on Canvey Island to discuss their participation in the roll out of this programme.

Members considered the proposal and unanimously **RESOLVED** to deliver a Fire Fit programme to children between the ages of 13-17 and for the Community and Events Officer to approach the secondary schools on Canvey Island to discuss the delivery of this programme.

CR/060/16 – TO RECEIVE A REPORT ON THE INVESTIGATIONS MADE INTO A CANVEY ISLAND YOUTH COUNCIL

The Community and Events Officer provided members with a report detailing the investigations made into forming a youth council for Canvey Island. Members were advised that a youth council

needs to be established constitutionally with clear objectives in order to be effective. Members were advised that the age range of most youth council ranges from 11 – 25 years old.

Cllr A Acott advised that Castle Point Borough Council's Youth Council selected children from the Appleton and Deanes secondary schools are part of a youth assembly that regularly attend meetings at Essex County Council. Cllr A Acott commented that the Town Council could call the group either a youth forum or youth council.

Cllr J Blissett and Cllr D Anderson agreed that the age range be inclusive up to 25 and that this would have a positive outcome as many youth groups tend to only cater up to the age of 18 years old.

Members discussed the investigations made and **RESOLVED** for the Community and Events Officer to continue investigations into forming a youth council.

CR/061/16 – TO CONSIDER AND AGREE INVESTIGATIONS INTO A NEIGHBOURHOOD WATCH RECRUITMENT DRIVE

Members were asked to consider allowing the Community and Events Officer to investigate the possibility of holding a Neighbourhood Watch recruitment drive in the Town Councils' Foyer.

The Community and Events Officer provided members with a report detailing the request from Neighbourhood Watch and Essex Watch regarding the PC Challenge and described that at recent Community Relations Meetings, members of the public had raised concerns regarding Neighbourhood Watch.

Cllr A Acott expressed that Neighbourhood Watch needed to be improved and gave the Community and Events Officer a contact within Essex Police who has recently taken over the organisation of the local Neighbourhood Watch. He enquired whether the Town Council offices were still being used as a collection point for Neighbourhood Watch Co-ordinators to collect their newsletters. The Community and Events Officer advised that the Town Council still offered this service and would look to liaise with Castle Point Borough Council, Neighbourhood Watch Co-ordinators and the Police to facilitate this recruitment drive.

Cllr T Belford commented that it would be advantageous to consult with residents before putting on an event, and that the Town Council's Facebook page could be utilised to do this.

Members discussed the proposal and unanimously **RESOLVED** unanimously for the Community and Events Officer to investigate holding a Neighbourhood Watch recruitment drive in the Town Council Foyer in 2017 and at no cost to the Town Council.

CR/062/16 – TO CONSIDER AND AGREE FESTIVE LIGHTING ENHANCEMENTS

Cllr M Tucker described to members that while the festive lighting has been enhanced for the 2016 festive season, agreeing to more for the 2017 festive season would enable the Town Council to fully encompass the whole of the Town Centre.

Cllr D Anderson enquired about the already installed festive lighting in the trees at Foksville Road. The Community and Events Officer advised that she would offer the restaurant that powers them a nominal fee for the cost of electricity to keep them on during this period.

The Community and Events Officer recommended to members that they enhance the festive lighting for the 2017 festive season by purchasing four extra motifs and include Foksville Road lamp columns. The Community and Events Officer also advised members that as there is a possibility of being able to utilise the lamp columns in Furtherwick Road from 2018, it would be advisable to extend the current festive lighting contract by one year.

Members considered the proposal and unanimously **RESOLVED** to include Foksville Road in the festive lighting for 2017 and for the Community and Events Officer to investigate extending the current festive lighting contract.

CR/063/16 – TO CONSIDER AND AGREE TAKING PART IN CANVEY READS TOGETHER

Members were provided with a report detailing a new initiative from Canvey Schools Partnership aimed at encouraging families to read together. The Community and Events Officer advised members that the Town Council had been approached to enable the event to reach the wider community outside of schools.

The Community and Events Officer told members that the Town Council’s involvement could include a small event held on Saturday 4th March 2017

Members considered the proposal and unanimously **RESOLVED** to take part in Canvey Reads Together.

CR/064/16 – TO NOTE AN AMENDMENT TO THE CHRISTMAS EVENT ATTRACTIONS

Members received a report from the Community and Events Officer advising that due to health and safety issues the previously agreed toboggan slide was not unavailable to attend the Christmas Light Switch On Event. Members were advised that a new attraction had been secured.

Members **NOTED** the amendment to the Christmas Event attractions.

CR/065/16 – TO REVIEW AND CONSIDER THE BUDGET FOR 2017/18 AND FOUR YEAR PLAN 2017/18 (CLERK’S REPORT)

The Responsible Financial Officer provided members with a budget report. Members discussed the budget.

CR/066/16 – TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED

Accounts **APPROVED** and cheques 202723 to 202733 inclusive were signed for a/c No.1.

Date: 14/11/2016		Canvey Island Current Year			Page 1
Time: 11:23		Current Bank Account			
List of Payments made between 14/11/2016 and 14/11/2016					
<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
14/11/2016	Mastic Pointing Ltd	202723	2,788.80		Joint Repairs x 14
14/11/2016	EON	202724	181.80		11 High St - Electric Bill
14/11/2016	District News	202725	55.00		Advert
14/11/2016	T Belford	202726	32.85		TB - Mileage - Training Course
14/11/2016	The Legacy Trust	202727	5,000.00		Youth Worker Contribution
14/11/2016	Oakleigh Fairs	202728	757.00		Reindeer Hire
14/11/2016	Royal British Legion	202729	19.00		Poppy Wreath
14/11/2016	R Dolphin	202730	600.00		Parking Spaces - 11/13 High St
14/11/2016	CI Wildlife Conservation Group	202731	500.00		Annual Donation
14/11/2016	Primrose Cleaning Contractor	202732	74.00		Office Cleaning
14/11/2016	Office Needs	202733	43.07		Stationery
Total Payments			10,051.52		

The meeting closed at 9.20pm.

CHAIRMAN

24th April 2017