

TO ALL MEMBERS OF THE COMMON LIAISON COMMITTEE

Natalie Holt (Chairman), Cllr J. Anderson, Cllr T. Skipp, Cllr D. Blackwell and Cllr R Howard

Dear Members,

I hereby summon you to attend a meeting of the **COMMON LIAISON COMMITTEE** to be held at Town Council Office, 13 High Street, Canvey Island on the **20<sup>TH</sup> JANUARY 2016** commencing at **3.00 PM**

Yours faithfully,

Mr M. Letch  
Acting Town Clerk

14<sup>th</sup> January 2016

**AGENDA**

1. Apologies for absence.
2. To receive Declarations of Interest in items on the Agenda.
3. 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.
4. To confirm and sign as a true record the minutes of the Committee meeting held on 25<sup>th</sup> November 2015.
5. Matters arising from the ongoing projects and not on the agenda (Appendix A).
6. To receive an update on the progression of the byelaw.
7. To consider and agree costs to replace 2 no deteriorated dog fouling receptacles at the lake.
8. To note the Health & Safety report detailing incidents and actions completed (Appendix B).