

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE
POLICY AND FINANCE COMMITTEE OF THE CANVEY ISLAND TOWN COUNCIL
HELD IN THE COUNCIL OFFICE, 13 HIGH STREET, CANVEY ISLAND ON
MONDAY 21ST DECEMBER 2015 AT 7.45PM**

PRESENT:

Councillors: Cllr D. Blackwell, Cllr C. Letchford, Cllr J. Blissett and Cllr T Belford

Non committee members: Cllr P. Greig, Cllr M Tucker, J Anderson, Cllr D. Anderson and Cllr B. Campagna.

Also present: Mr M. Letch – Acting Town Clerk
Five members of the public

P&F/021/15 - APOLOGIES FOR ABSENCE

Cllr May

P&F/022/15 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Blissett declared an interest in the application for St Catherines, and Cllr Campagna and Letchford declared an interest in the application for benches at B17 point.

P&F/023/15 - 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

A representative of the Canvey community archive explained how the group were developing ways of reminding residents of their history. The B17 information boards have been successful in generating interest, and the speaker proposed that additional seating in the B17 memorial ground would be popular. Other sources of money are being investigated

P&F/024/15 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETING HELD ON THE 28TH SEPTEMBER 2015

The minutes of the committee meeting held on the 28th September 2015 were **CONFIRMED** and signed as a true record.

P&F/025/15 - MATTERS OF REPORT FROM THE ONGOING PROJECTS AND NOT ON THE AGENDA

Members noted that all matters from the ongoing projects and not on the agenda had been completed.

P&F/026/15 - TO CONSIDER THE BUDGET AND PRECEPT REQUIREMENTS FOR 2015/16 AND AGREE RECOMMENDATIONS TO FULL COUNCIL

The committee will recommend a zero change to the precept based on the Band D equivalent and propose a budget of £280,950 for consideration by full council.

P&F/027/15 - TO REVIEW THE FOUR YEAR PLAN

Seafront garden. Pathway; Cllrs Letchford and J Anderson have prepared a proposal for joining the bumblebee and sensory gardens. The project will require detailed costing before it can be taken forward and sources of grant funding would be investigated.

It was agreed that a review of the fencing at the Winter Garden would be added to the plan.

Add litter pick and bulky items collection.

With the above amendments, the plan was noted.

P&F/028/15 - TO CONSIDER AND AGREE NEW NALC AUDIT REQUIREMENTS

Noted.

P&F/029/15 – TO NOTE THE TRAINING COURSES ATTENDED /BOOKED SINCE THE LAST MEETING

Noted.

P&F/030/15 - FINANCE:

The Committee agreed to receive the reconciliation monthly.

i) TO NOTE THE COUNCIL FINANCES AS AT 31ST NOVEMBER 2015

Members noted the Council Finances as at 31st November 2015 inclusive of the bank reconciliation, statements and cheques issued from 31st August 2015 to 31st November 2015 and no questions were raised.

**ii) GRANT APPLICATIONS
TO CONSIDER AN APPLICATION FROM CANVEY COMMUNITY ARCHIVE**

This item was brought-forward to follow public comments for the convenience of the applicants. Members considered the grant application from Canvey Community Archive for financial assistance to install two seats at the B17 memorial and gave their full support to the proposal.

Members **RECOMMENDED** that a grant of £500.00 to be provided.

TO CONSIDER AN APPLICATION FROM FRIENDS OF ST KATHERINES

Members considered the grant application from Friends of St Katherine's for financial assistance in maintaining the grounds of the Church.

Members requested that the application is resubmitted from the organisation as there could be a potential conflict of interest.

P&F/031/15 – TO NOTE CORRESPONDENCE RECEIVED IN RECOGNITION OF GRANTS RECEIVED

i) CANVEY BAY WATCH

Noted

ii) CANVEY ISLAND SWIMMING CLUB

Noted

P&F/032/15 - TO CONFIRM ACCOUNTS FOR PAYMENT AS PREVIOUSLY AGREED

Accounts **APPROVED** for cheques 202380 to 202386 inclusive were signed for A/c No 1.

The meeting closed at 9.10 pm.

CHAIRMAN

22nd February 2016