

**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 24TH JUNE 2019 7.30PM**

PRESENT:

Councillors: Cllr B. Campagna, Cllr P. May, Cllr D. Blackwell, Cllr D. Anderson and Cllr J. Anderson

Non Committee Members: Cllr A. Acott and Cllr B. Palmer (ex officio)

Also present Mrs E. De Can – Town Clerk
Mrs T. Baylis – Community and Events Officer
2 members of the public

CR/001/19 – APOLOGIES FOR ABSENCE

Cllr P. Greig provided apologies.

CR/002/19 – TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interest were received.

CR/003/19 – TO APPOINT A VICE CHAIRMAN TO THE COMMITTEE FOR 2019/20

Cllr Blackwell nominated Cllr May as Vice Chairman of the Committee. The nomination was seconded by Cllr D. Anderson. Cllr Acott nominated Cllr Blackwell as Vice Chairman of the Committee, there was no second to this nomination, therefore, Cllr May was appointed as Vice Chairman of the Committee.

CR/004/19 – 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 of the public wished to speak.

CR/005/19 – TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETING HELD ON 15TH APRIL 2019

The minutes of the committee meeting held on 15th April 2019 were **CONFIRMED** and signed as a true record.

CR/006/19 – TO NOTE THE CLERKS REPORT ON ONGOING PROJECTS AND NOT ON THE AGENDA

Cllr Anderson asked whether the festive lighting had been agreed, whether the Art Trail had been confirmed and when the Fire Break pictures would be publicised. The Town Clerk confirmed that the festive lighting has been chased today for the completion of the lamp column testing as the hanging baskets application had been confirmed this week, the Art Trail was confirmed for the 25th July and the pictures from Firebreak could not be used as permission to publicise the picture of the children involved had not been granted. The Community & Events Officer reminded members of the Castle Point Show for those that had confirmed attendance on the Town Council stand.

CR/007/19 – TO RECEIVE AN UPDATE ON THE ARMED FORCES DAY EVENT

The Community & Events Officer provided an update on the progress for the day and confirmed that a meeting had been held in the morning with the event volunteers. It was confirmed that there maybe two Chelsea Pensioners attending, however, there was a concern from their organisation that it may be too far for them to come.

CR/008/19 – TO RECEIVE AN UPDATE ON THE PROGRESS OF THE GARDEN TRAIL

The Community Events Officer provided an update on the progress of the event and confirmed that the programmes were now on sale.

CR/009/19 – TO CONSIDER AND AGREE WORKING WITH CASTLE VIEW SCHOOL TO CONDUCT TWO LITTER PICKS ON THE 18TH JULY 2019 WHICH WILL BECOME AN ANNUAL EVENT.

Members considered working with Castle View School and **RESOLVED** to conduct two litter picks on the 18th July 2019 in the town centre and Canvey lake with the intention that this may become an annual event.

CR/010/19 – TO CONSIDER AND AGREE PARTICIPATING IN THE GREAT BRITISH BEACH CLEAN ON 20TH TO 23RD SEPTEMBER 2019 AND THE LOCATIONS TO BE COVERED.

Members considered the Great British Beach Clean and **RESOLVED** to conduct a litter pick on the 23rd September 2019 at 10.00am at the Lobster Smack location.

CR/011/19 - TO CONSIDER THE BOOKING CRITERIA FOR FUTURE USE OF THE BAND STAND

Members considered the booking criteria for the use of the band stand and **RESOLVED** that there will be a restriction for entertainment purposes only. Members discussed the potential of a hire charge and **RESOLVED** that at present there will be no charge, however, this will be reviewed when an electrical supply has been installed as a charge may then be applied for the use of electric.

Members discussed the use of the band stand for council events and agreed that this would be discussed further during the budgets when funding and resource allocations can be considered.

CR/012/19 – TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED

Accounts **APPROVED** and cheques 203421 to 203436 inclusive were signed for a/c No.1

Company	Cheque No	Amount	Description
Kingfisher Direct Limited	203421	£584.35	3x Litter bins for Canvey Lake
This is Fever Limited	203422	£24.00	Cloud hosting - June
Primrose Cleaning	203423	£74.00	Office cleaning - May
J & M Payroll Services Limited	203424	£36.00	Payroll processing - May
Amec Plumbing & Heating	203425	£124.99	Repair to water heater – 13 High Street
Aspect Maintenance	203426	£876.00	Memorial Gardens Maintenance - May
Tindle Newspapers Essex & Kent Ltd	203427	£60.00	¼ page AFD advert – Leigh Times 04/06/2019
Design 4 Print	203428	£169.00	300x Garden Trial booklet
Greenbarnes Ltd	203429	£50.37	Lettering for Honours Board
Palm Fencing Ltd	203430	£247.60	Balance payment for fencing at Waterside allotments
Viking Payments	203431	£125.63	100x 2 nd class stamps / Stationary
Elaine De Can	203432	£66.90	Travel expenses and passport photo
Julie Smith	203433	£34.20	Travel expenses
Anglian Water Business (National) Ltd	203434	£230.02	Water & sewage for 11 & 13 High Street – 05/12/2018 to 04/06/2019
Stanley Marsh & Co Ltd	203435	£2500.00	Rent for 11 High Street – 26/06/2019 to 29/09/2019
Heelis & Lodge	203436	£390.00	Internal Audit for YE 2018/19
TOTAL		£5,593.06	

The meeting closed at 8.30pm.

CHAIRMAN

14th October 2019