

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF  
CANVEY ISLAND TOWN COUNCIL  
HELD AT THE COUNCIL OFFICE, 13 HIGH STREET, CANVEY ISLAND, SS8 7RB  
ON MONDAY 25<sup>TH</sup> NOVEMBER 2019 AT 7.30PM**

**PRESENT:**

**Councillors:** Cllr A. Acott , Cllr B. Palmer, Cllr J. Anderson, Cllr D. Blackwell, Cllr E. Harvey, Cllr. C. Sach, Cllr P. Greig, Cllr N. Harvey and Cllr D. Anderson.

**Also present:** Miss J. Smith – Deputy Clerk  
Mrs A. Wakenell – Community Warden

**CO/054/19 – APOLOGIES FOR ABSENCE**

Cllr B Campagna and Cllr P May.

**CO/055/19 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

No declarations of interest were received.

**CO/056/19 - 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 were present.

**CO/057/19 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 2<sup>ND</sup> SEPTEMBER 2019**

Members **RESOLVED** that the minutes of the Council meeting held on the 2<sup>nd</sup> September 2019 be confirmed as a true record of the proceedings and were signed by the Town Mayor.

**CO/058/19 – TO NOTE THE MINUTES FROM THE ENVIRONMENT AND OPEN SPACES COMMITTEE MEETING HELD ON THE 23<sup>RD</sup> SEPTEMBER 2019**

Members noted the minutes of the Environment and Open Spaces Committee meeting held on the 23<sup>rd</sup> September 2019.

**CO/059/19 – TO NOTE THE MINUTES FROM THE COMMUNITY RELATIONS COMMITTEE MEETING HELD ON THE 14<sup>TH</sup> OCTOBER 2019**

Members noted the minutes of the Community Relations Committee meeting held on the 14<sup>th</sup> October 2019.

**CO/060/19 – TO CONSIDER AND AGREE THE RECOMMENDATIONS FROM THE POLICY AND FINANCE COMMITTEE MEETING HELD ON THE 4<sup>TH</sup> NOVEMBER 2019**

Members noted the minutes of the Policy & Finance meeting held on the 4<sup>th</sup> November 2019 and **RESOLVED** that the minutes are adopted by the Council and recommendations made were agreed and the minutes are to be signed by the Chairman of the committee at the next Policy & Finance meeting.

Cllr Blackwell requested that a small working group be set up to look at how the current website could be improved.

**CO/061/19 – TO NOTE THE MINUTES FROM THE PERSONNEL COMMITTEE MEETING HELD ON THE 16<sup>TH</sup> SEPTEMBER 2019**

Members noted the minutes of the Personnel Committee meeting held on the 16<sup>th</sup> September 2019.

**CO/062/19 – TO NOTE THE REPORT OF OFFICERS DECISIONS UNDER DELEGATED POWERS AND BACKGROUND PAPERS**

Members noted there were no officer's decisions under delegated powers.

**CO/063/19 – TO NOTE THE CLERKS REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA**

Cllr Harvey asked whether the Past Chairman badges are to be progressed as it is nearing the end of 2019. This will be reviewed at the next available meeting.

**CO/064/19 - TO NOTE THE UPDATE ON THE SPECIAL CONSTABLE SCHEME AND RECEIVE A VERBAL REPORT FROM JOHNATHON CUTHBERTSON, SPECIAL CONSTABLE, CANVEY ISLAND**

Members noted the update provided on the progress of the Special Constable Scheme. Johnathon Cuthbertson, Special Constable for Canvey Island provided members with a verbal report detailing that he had completed 121 hours to date on Canvey Island, made 3 arrests and assisted with ceasing 1 vehicle. He has also conducted plain clothes activities and used the police vehicle for night patrols which makes surveillance easier.

**CO/065/19 - TO CONSIDER AND AGREE THE BUDGET AND PRECEPT FOR 2020/21 AND THE FOUR YEAR PLAN**

Members discussed the budget reports provided and **RESOLVED** to set a budget of £431,315 and raise a precept of approximately £250,024 with a 2.1% increase in the precept based on the Band D equivalent of £21.06. Members noted that the final tax base figures have not yet been confirmed by the Borough Council, therefore the precept figure could change slightly, however; this will not affect the Band D figure for residents.

Members discussed the four year plan and **RESOLVED** to agree the proposals submitted.

**CO/066/19 - TO CONSIDER AND AGREE THE FORMAT OF THE ARMED FORCES DAY 2020**

Members considered the format of the Armed Forces Day event and **RESOLVED** unanimously that the parade should remain. Members agreed that the event did require change and this should be reviewed with a working party in 2020.

Members wished it noted that they were not happy with the content of the letter received from the Royal British Legion in relation to the 2019 event and felt that the travel costs for the Chelsea Pensioners should have been paid by the Town Council.

**CO/067/19 – TO NOTE THE REPORTS PROVIDED FROM THE FOLLOWING FORUMS AND GROUPS: -**

- **Wyvern Community Transport – 2<sup>nd</sup> September and 7<sup>th</sup> October 2019**  
Members noted the minutes provided.

**CO/068/19 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.**

Members **APPROVED** cheques for signature 203521 to 203531 inclusive.

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/11/2019	Karen Reader	203521	70.00		Office Cleaning 24/10 & 05/11
25/11/2019	D Trower	203522	20.00		Window Cleaning 04/10 & 08/11
25/11/2019	Slatfords	203523	950.00		2x 20ft Christmas Trees
25/11/2019	R. Dolphin	203524	726.00		Car park rent 01/12 - 31/05/20
25/11/2019	J & M Payroll Services Limited	203525	36.00		Payroll processing - October
25/11/2019	C. Black	203526	475.00		Annual maintenance - 47 trees
25/11/2019	Underhill Tree Consultancy	203527	715.00		Annual tree audit
25/11/2019	HM Land Registry	203528	40.00		Land register update
25/11/2019	Tindle Newspapers Essex &	203529	1,080.00		October wrap / 2x Christmas ad
25/11/2019	Miss J Smith	203530	31.40		Travel & parking 22/10/19 (JS)
25/11/2019	Office Needs	203531	58.00		100x 2nd class stamps
<b>Total Payments</b>			<b>4,201.40</b>		

**CO/069/19 – REPORT FROM THE COMMUNITY WARDEN ON MATTERS RELATING TO CANVEY ISLAND**

The Community Warden confirmed that she is continuing her patrols as normal, the playground inspection and annual tree audit have been completed and she has also been in discussions with the police regarding drug related issues.

**CO/070/19 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND**

Cllr Blackwell confirmed that the Knightswick Management had £345,000 left over which will go towards the town centre regeneration. A working group is to be set up and a request has been made for the Town Clerk to be included on the group. The town centre, seafront and paddocks working groups are to be joined together.

**CO/071/19 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND**

Cllr Blackwell confirmed that a request has been made for all lighting to be checked on all pedestrian crossings following the recent accident along Soames Avenue.

The meeting closed at 9.02pm.

TOWN MAYOR

3<sup>rd</sup> February 2020