

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE  
COMMUNITY RELATIONS COMMITTEE  
OF THE CANVEY ISLAND TOWN COUNCIL  
HELD AT THE PADDOCKS, LONG ROAD, CANVEY ISLAND ON  
MONDAY 16TH JUNE 2008 AT 7.30PM**

**PRESENT:**

Councillors: J. Liddiard (Chairman)  
D. Anderson D. Blackwell R. Howard (from 7.40pm)

Non-committee members: Cllrs J. Anderson R. Bishop B. Dixie P. Greig

Also present: Borough Councillor Peter May, five members of the public, one member of the press  
Mrs J. Abel – Town Clerk

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. C. Andrews who was unwell and N. Harvey who was on holiday.

**2. DECLARATIONS OF INTEREST**

Cllr. R. Howard declared a personal interest in item 7. War Memorial as he is President of the Canvey Island branch of the Royal British Legion.

**3. PUBLIC FORUM**

There were no contributions received from the public.

**4. CHRISTMAS EVENTS**

**i) FESTIVE LIGHTING**

The Clerk reported that the inaugural meeting of the Highways Locality Panel had taken place on 11<sup>th</sup> June 2008. The Committee was pleased to note that the Panel had resolved a budget of £50,000 for replacement lamp columns in the Town Centre. The Clerk was continuing to work with Essex County Council and CPBC to ensure that the columns were in place in sufficient time to allow the festive lighting contractor to erect the lighting display at the end of October.

**ii) CHRISTMAS TREE**

The Clerk advised that the Council had committed to a two year contract with the lighting supplier and was committed to a further £880 for lighting this year.

The Committee felt that it would like to see LED lighting used on the Tree in place of the lights used in the previous year.

**AGREED** the Clerk to contact the contractor to request that they consider using LED lights on the Christmas Tree in 2008.

**5. CANVEY FESTIVAL**

The Committee was keen to progress this and was aware of the significant lead time to organizing a large scale event such as this. Cllr. Liddiard advised that a number of members of the public had expressed an interest in being involved in the event's organization.

**AGREED** to form a working party consisting of councillors and members of the public to progress the event's organization. The following councillors to take a leading role:

Cllrs. D. Anderson, C. Andrews, J. Liddiard

## **6. WAR MEMORIAL**

The Committee noted that there had been no further meetings since March and that the project to upgrade the War memorial seemed to have lost momentum. Councillors were disappointed that it now seemed unlikely that any new Memorial would be in place for this year's Remembrance service. The Committee discussed the role of the Town Council. It was felt that the RBL should lead the project and that an update of their progress would be useful to all interested parties.

**AGREED** the Clerk to write to the RBL to request that they attend a meeting to update the Town Council and other interested parties on the progress made. The Chairmen of the Canvey Neighbourhood Forums and a representative from CPBC to be invited to attend.

## **7. COMMEMORATIVE PLAQUES**

### **i) WINTER GARDENS**

The Committee noted a request from a resident that it considered erecting a plaque at the Winter Gardens Post Office to commemorate Frederick Hester, an early entrepreneur and developer who had great aspirations for the Island around the turn of the Century.

**AGREED** that the Clerk writes to the Winter Gardens Post Office to establish whether it would be permit a plaque to be mounted on the Post Office building.

**RECOMMEND** that the Council supports the initiative to erect a plaque to commemorate Frederick Hester at a maximum cost of £1000.

### **ii) COUNCIL OFFICE**

The Committee considered erecting a plaque in the Council Office to commemorate its official opening by the Mayor of Castle Point on 26<sup>th</sup> April 2008. The Clerk reported the cost to be in the region of £300.

**RECOMMEND** that the Council commemorates the event by erecting a framed certificate in the office.

## **8. FIRST AID TRAINING**

The Clerk reported that training would be delivered by Thames Ambulance Service to the year 7 pupils at Castle View School over two days in mid July. There would also be an introductory assembly on July 9<sup>th</sup>. The event had already received good media coverage through The Echo and Essex FM.

Councillors hoped that Essex County Council might look favourably on an approach from the Town Council to assist with future training of the Island's young people together with considering similar schemes to school aged children residing in other parts of the County.

**AGREED** that the Clerk writes to ECC to suggest that the Town Council works with it to deliver first aid training to a wider audience on Canvey Island in the future.

## **9. CASTLE POINT SHOW**

Members were asked to consider the manning of the stand on 22<sup>nd</sup> June 2008 and materials required. Councillors were identified to assist with this and the Clerk agreed to provide the necessary equipment.

## **10. WEBSITE**

The Clerk reported that the domain name for the Council's website had been purchased at the cost of £125.

## **11. COAT OF ARMS/CORPORATE IDENTITY**

Members noted that the Clerk had obtained a copy of the coat of arms and was working with a printer to design and produce stationery.

Councillors discussed obtaining ID badges. The Clerk reported the cost of lapel badges as being £4.30 each plus delivery. The Committee felt that councillors also needed photographic ID.

**AGREED** that the cost of photographic ID badges is obtained and reported to a future meeting

**RECOMMEND** that lapel ID badges are obtained at a maximum cost of £70.

## **12. COUNCILLOR SURGERIES**

Members reported a positive public attendance at the recent surgeries held in the Council Office. It was felt that at least two councillors should be available for the weekly surgeries. Members felt that a rota needed to be drawn up. Councillors discussed whether it would be appropriate to invite Borough Councillors to attend the surgeries. The Clerk advised that the Council would need to give this further consideration and the capacity in which the Borough Councillors were attending would need to be clear.

## **13. ANNUAL REPORT**

The Clerk reported that the Annual Report for 2007-2008 had been written and had been passed to the printer/distributor to be sent out to every household by the end of June 2008.

The meeting closed at 8.55pm.

CHAIRMAN