

TO ALL MEMBERS OF THE COUNCIL

27th October 2008

Dear Sir/Madam

I hereby summon you to attend a meeting of the **CANVEY ISLAND TOWN COUNCIL** to be held at **THE METHODIST CHURCH, WAARDEN ROAD** on **MONDAY 3RD NOVEMBER 2008** commencing at **7.30pm** for the transaction of business as set out below.

Yours faithfully



Town Clerk

A G E N D A

- 1 To pay the Council's respects on the death of town councillor, Mrs Christine Andrews
- 2 Apologies for absence
- 3 To receive declarations of interest in items on the Agenda
- 4 Public forum - to receive contributions from the residents of Canvey Island for a period not exceeding ten minutes
- 5 To confirm and sign as a true record the minutes of the Council meeting held on 1st September 2008
- 6 Matters arising from the minutes of the Council meeting held on 1st September 2008 and not on the agenda
- 7 To receive the minutes of the following committee meetings:
 - i) Environment and Open Spaces Committee held on 15th September 2008 (Appendix A)
 - ii) Planning Committee held on 6th October 2008 (Appendix B)
 - iii) Community Relations Committee held on 6th October 2008 (Appendix C)
 - iv) Planning Committee held on 13th October 2008 (Appendix D)
 - v) Policy and Finance Committee held on 13th October 2008 (Appendix E)
- 8 Clerk's Report (attached)
- 9 To note the process for filling a casual vacancy
- 10 Christmas Festivities – to agree a budget of £8,000 to install a second Christmas Tree in the town and provide entertainments for the light switch event on 29th November 2008
- 11 Highways Locality Panel
 - i) To receive and agree items to be put to the next meeting of the panel
 - ii) To delegate the power to respond to Highways Panel issues to the Environment and Open Spaces Committee if required
- 12 Clean Neighbourhoods and Environment Act 2005 – to receive a report from the Clerk on the implication of the Act
- 13 Purchase of meeting room furniture for use at The Paddocks – to agree a budget of £1000

14 Finance –

- i) to agree net expenditure of £11,934.85 in July 2008;
- ii) to agree net expenditure of £14,696.87 in August 2008

15 To review the membership of the Policy and Finance Committee

16 Reports from Castle Point Borough Councillors on matters relating to Canvey Island

17 Reports from Essex County Councillors on matters relating to Canvey Island

In accordance with Section 1 of the Public Bodies (Admissions to Meetings) Act, 1960, the public and press will be excluded from the remainder of this meeting because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

18 To agree a budget of £1500 in 2008/09 to enable staff to cover the Clerk's absence due to study leave