

TO ALL MEMBERS OF THE COUNCIL

15<sup>th</sup> September 2009

Dear Sir/Madam

I hereby summon you to attend a meeting of the **CANVEY ISLAND TOWN COUNCIL** to be held at **THE PADDOCKS, LONG ROAD, CANVEY ISLAND** on **MONDAY 21<sup>st</sup> SEPTEMBER 2009** commencing at **7.30pm** for the transaction of business as set out below.

Yours faithfully

L. Lodge.

Acting Town Clerk

### A G E N D A

1. Apologies for absence
  2. To receive declarations of interest in items on the Agenda
  3. 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
  4. To confirm and sign as a true record the minutes of the Council meeting held on 27<sup>th</sup> July 2009 (Appendix A).
  5. To confirm and sign as a true record the minutes of the following committee meetings:
    - i) Environment & Open Spaces – 10<sup>th</sup> August 2009 (Appendix B)
    - ii) Personnel Committee – 10<sup>th</sup> August 2009 (Appendix G)
    - iii) Community Relations – 24<sup>th</sup> August 2009 (Appendix C)
    - iv) Personnel Committee – 24<sup>th</sup> August 2009 (Appendix H)
  6. To receive the minutes and consider recommendations of the Policy and Finance Committee meeting held on 7<sup>th</sup> September 2009 (Appendix D)
  7. South Essex Area Forum – to consider the appointment of a representative for the next meeting to be held on the 16<sup>th</sup> November 2009.
  8. Community Initiative Fund – to consider the appointment of one representative to sit on the judging panel (Appendix E).
  9. Finance
    - i) To confirm accounts for payment previously agreed
  10. Reports from Castle Point Borough Councillors on matters relating to Canvey Island
  11. Reports from Essex County Councillor 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 for consideration of the following items as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted*
12. To consider a press policy and review communication and press releases (Appendix F).