

1<sup>st</sup> September 2009

TO MEMBERS OF THE POLICY AND FINANCE COMMITTEE

Cllr. Dave Blackwell (Chairman)  
Cllr. Rod. Bishop  
Cllr. Barry Dixie  
Cllr. Nick Harvey

Cllr. Philip Davies  
Cllr. Ray Howard  
Cllr. Joan Liddiard

Dear Sir/Madam

I hereby summon you to attend a meeting of the **POLICY AND FINANCE COMMITTEE** to be held at **THE PADDOCKS, LONG ROAD, CANVEY ISLAND** on **MONDAY 7<sup>th</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 Matters arising from the meeting held on 13<sup>th</sup> July 2009 and not on the agenda (Appendix A).
- 5 To consider the proposal from Hair & Son for the rental of the parking area behind the Town Council office (Appendix B)
- 6 To consider attendance at the EALC Annual General Meeting, 23<sup>rd</sup> September 2009 (Appendix C)
- 7 To review the previous decision regarding CRB checks for officers (Appendix D)
- 8 To review and make recommendations on Standing Orders and Financial Regulations relating to officer delegations and implementing necessary works within budget headings (Appendix E)
- 9 To consider a request for a skip at the Allotments for the removal of waste materials
- 10 To review the Grant policy and application form (Appendix F).
- 11 To consider grant applications received:
  - i) 2187 Canvey Island Air Training Corp (Appendix G)
  - ii) BOPH (Appendix H)
  - iii) Legacy XS (Appendix I)
  - iv) Southend Mencap (Appendix J)
  - v) Castle Point Sports Club for the Disabled (Appendix K)
- 12 Training;
  - Chairman Day 3 – 25<sup>th</sup> November 2009 - £54.
  - Risk Management – 1<sup>st</sup> December 2009 - £54.