

**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 14<sup>TH</sup> DECEMBER 2009 AT 7.30PM**

**PRESENT:**

Councillors: J. Liddiard (Chairman)  
D. Anderson P. Davies R. Howard N. Pontius  
J. Anderson B. Dixie N. Harvey (7.40)

Non-committee members: P. Greig D. Blackwell

Also present: Mrs L Lodge – Town Clerk  
Mrs E De Can – Deputy Clerk  
Mr J Rickards – Events and Publicity Officer  
One member of the press

**1. APOLOGIES FOR ABSENCE**

Apologies for late arrival were received from Cllr N Harvey.

**2. DECLARATIONS OF INTEREST**

No declarations of interest were received.

**3. PUBLIC FORUM**

No members of the public were present.

**4. MATTERS ARISING FROM THE MEETING OF 19<sup>th</sup> OCTOBER 2009**

**Notice Boards.** Clerk advised that the utilities plans had recently arrived and details were to be submitted to CPBC planning to establish whether planning permission is required.

**Bus Shelters.** Response awaited from the Neighbourhood Forums. Clerk to also write to ECC and ask for information on upgrade proposals for 2010 so that we can work together on this project.

**Commemorative plaque on Library wall.** Clerk to write to the Library Manager and request a meeting to consider our proposal for refurbishment.

**LSP event.** Events & Publicity Officer confirmed he had requested a stand.

**5. REPORT FROM MEETING HELD ON THE 9<sup>TH</sup> DECEMBER 2009 TO DISCUSS FUTURE PROJECTS**

The meeting considered the report and the Events & Publicity Officer updated the meeting on the current status and outlined some suggestions for the various events:

- Newsletter – to be published in January after circulation to members
- Tourist Guide – looking to have sufficient advertising to equal the production costs
- Wildlife Event 22 May – at the RSPB land with presenters from the One Show
- Armed Forces Day 26 June – working party has already met and looking to include displays of military vehicles
- Summer Fun Day 11 July (provisional) at the Seafront to include a local art exhibition, local/regional music acts and possibly Park & Ride facility from suitable locations in the north of the island
- VJ Day – partnership working with the RBL
- Citizen Training – activities today at Castle View School and further events next year

- Citizens Award event – a number of categories could be included to recognise local achievements
- Christmas 2010 – additional lighting, greater partnership working

**6. BUDGET – TO CONSIDER THE PROJECTS FOR THE YEAR AHEAD TOGETHER WITH THE BUDGET AND TO MAKE A RECOMMENDATION TO THE POLICY & FINANCE COMMITTEE**

The committee considered the revised budget (attached). Noted that it would be more logical for the WildLife Event to be included in the Community Relations committee as an event rather than under the Environment & Open Spaces committee. This would be noted at the Environment & Open Spaces committee meeting tomorrow.

**RECOMMENDATION** that the Community Relations committee budget for 2010/11 be set at £105,000.

**7. TO CONSIDER THE INITIAL FUNDING BID FOR THE CANVEY YOUTH PROJECT**

The committee requested more information on the project and suggested a meeting with Chief Inspector Keith Davies.

**RESOLVED** that a meeting be arranged with Chief Inspector Keith Davies to further discuss this project.

**8. ARMED FORCES DAY 2010 – RECOMMENDATION TO BOOK HALL 3 AT THE PADDOCKS**

The committee were advised that the main hall at the Paddocks had been booked but no request has been received to book hall 3 as per last year.

**RESOLVED** that the Events & Publicity Officer book hall 3 for the Armed Forces Day with the intention of usage for invited guests only.

**9. TO CONSIDER THE PURCHASE AND STORAGE IMPLICATIONS FOR A PA SYSTEM**

The Events & Publicity Officer advised that it has been suggested that the Council purchase a small PA System for use at small events of approx 150 people, e.g. presentation of cheques and the Annual Town meeting.

**RESOLVED** to purchase a PA System at a cost of £1,000 and storage is to be investigated with CPBC for the possible use of the Paddocks.

**10. ACCOUNTS FOR PAYMENT**

**RESOLVED** that the payments provided are agreed and signed.

The meeting closed at 8.55pm.

CHAIRMAN

18<sup>TH</sup> January 2010

		<b>Canvey Island Town Council 2009/10</b>							
		<u>Last Year</u>		<u>Current Year</u>					<u>Next Year</u>
				Agreed	Revised		Committed	Projected	
		Budget	Actual	Budget	Budget	Actual YTD	Exp.	Actual	Next Year Budget
<u>Community</u>	<u>Community Projects</u>								
<b>210</b>									
4099	General Expenses	£0	£47	£0	£0	£0	£0	£0	£5,000
4200	Policy & Project Development	£5,000	£1,555	£20,000	£20,000	£0	£0	£0	£0
4300	Organisational Development	£10,375	£1,000	£0	£0	£0	£0	£0	£0
	<b>Overhead Expenditure</b>	£15,375	£2,602	£20,000	£20,000	£0	£0	£0	£5,000
4208	Christmas Events & lighting	£0	£2,900	£5,000	£5,000	£5,786	£0	£5,500	£20,000
4209	Festive Lighting	£0	£1,153	£5,000	£5,000	£1,342	£0	£5,000	£0
4211	Events	£0	£0	£15,000	£15,000	£6,458	£0	£8,000	£5,000
4212	Citizenship Training	£0	£0	£5,000	£5,000	£1,400	£0	£5,000	£4,000
4213	Town Directory	£0	£0	£5,000	£5,000	£50	£0	£2,500	£5,000
4214	Bus Shelter Renewal	£0	£0	£5,000	£5,000	£895	£0	£2,400	£5,000
4215	Armed Forces								£6,000
4216	Summer Fun								£35,000
4217	Citizen Award								£10,000
4204	Environment & Conservation Event	£0	£0	£5,000	£5,000	£0	£0	£0	£10,000
	<b>Direct Expenditure</b>	£0	£4,053	£40,000	£40,000	£15,931	0	£28,400	£100,000
1050	Grants Received	£0	£0	£0	£0	£5,000	£0	£5,000	£0
	<b>Net Expenditure</b>	£15,375	£6,655	£60,000	£60,000	£10,931	£0	£23,400	£105,000