

FULL COUNCIL – PROGRESS REPORT

Appendix A

Item	Action Agreed at Committee	Action Taken	Responsibility	Time Schedule
OFFICE	<p>TO CONSIDER AND AGREE PURCHASING A LAPTOP VIA EXTERNAL FUNDING TO PROVIDE AN INTERNET RESOURCE FOR MEMBERS OF THE PUBLIC.</p> <p>Members considered the proposal by the Town Clerk and RESOLVED to purchase a laptop from external funding to provide an internet service to members of the public which will be restricted to services that have been reduced by other authorities as the library will be available for all other uses. Members noted the price quoted for the laptop inclusive of setup costs of £549.00 and approved that any costs which cannot be funded should be taken from the councils existing IT budget.</p>	<p>Funding rejected 19.04.21.</p> <p>Contacted Morrisons for community funding but do not provide funding to local authorities.</p> <p>DB looking at potential ECC funding.</p>	EDC	In Progress
EVENTS	<p>TO CONSIDER AND AGREE THE RECOMMENDATIONS FROM THE WORKING GROUP REGARDING THE CHANGES TO THE COMMUNITY AWARDS FOR 2021.</p> <p>Members unanimously RESOLVED that due to the uncertainty of the Annual Town Meeting the awards for 2021 will be held at a separate event in September and as there will be many outstanding and significant contributions made to help residents during this time, the awards for 2021 will be changed to provide two awards in each category for Volunteer of the Year, Community/Charity of the Year and Best Business Contribution of the Year.</p> <p>It was also recommended that as it is anticipated that there will be several worthy recipients, that special recognition awards should be purchased. Members unanimously RESOLVED to purchase special recognition Parker Pen gifts and voted 8 for and 1 against to purchase six only. Members unanimously RESOLVED that any budget that exceeds the £500 set for the Community Awards will be taken from the</p>	<p>Council meeting 29th March - Date agreed for 20th September 2021.</p> <p>Recipients agreed by Town Mayor & Deputy Town Mayor on 12.08.21.</p> <p>Trophies received – War Memorial Booked.</p>	EDC/LG	Completed

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	<p>allowance of £1,900 which had been moved to the Community Engagement budget from the Wildlife Day.</p>		
<p>COVID MEMORIAL GARDEN</p>	<p>TO CONSIDER AND AGREE THE RECOMMENDATIONS FOR THE COUNTRY SHOW. Members considered the report provided by the Community & Events Officer and RESOLVED unanimously to hold a country show type event on Saturday 28th May 2022, to incorporate the Queen’s Platinum Jubilee Celebrations, to set a budget of £7,000 using the funds which would have been set aside for the Wildlife Day and Armed Forces Day and to keep the Armed Forces Day celebrations for 2022 the same as they were in 2021 with the decoration of the town centre.</p> <p>Members AGREED unanimously that investigations should be made for the addition of a COVID-19 memorial to be included in the gardens with the potential of including a statue surrounded by raised beds to commemorate those that have lost their lives during the pandemic. It was noted that this should not be individually named. It was also AGREED that a press release should be issued as soon as possible to notify the community that this memorial will be considered.</p> <p>Members considered the proposals made and RESOLVED to agree the location submitted at the entrance of the gardens and that external funding or sponsorship should be sought to progress the project. Should this not be available the council would review its budget and consider a virement from an unused budget. Members RESOLVED to set up a working group consisting of Cllr J. Anderson, Cllr D. Anderson, Cllr Blackwell, Cllr E. Harvey, and Cllr Acott to</p>	<p style="text-align: center;">LG</p>	<p style="text-align: center;">In Progress</p>
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	<p>review ideas for the gardens and submit these to the council for its progression.</p> <p>28.06.21 - Members noted the progress made so far and the additional information provided at the meeting following a visit to a stone masons on the 23rd June 2021 and RESOLVED unanimously to progress the project as agreed, to vire any required funds from the unused Wildlife Day budget and delegated the power to the Town Clerk in consultation with the Leader of the Council and the Policy & Finance Chairman to seek sponsorship and finalise the project without further consideration needed by the Council.</p>	<p>to DB & NH for approval. DB applied for £5,000 funding from ECC – paperwork completed – awaiting confirmation.</p> <p>Work to commence 25th October with unveiling events scheduled for 30th October.</p>		
<p>BLUE PLAQUES</p>	<p>TO CONSIDER AND AGREE THE APPLICATIONS MADE FOR BLUE PLAQUES.</p> <p>Members considered the applications received and RESOLVED unanimously to purchase plaques for Nurse Ada Andrews and Clara James. Members requested that the Town Clerk investigate permission for installing the plaques on the proposed locations of the Labour Club in Lionel Road and the Friends of Concord Beach hut at the seafront.</p>	<p>Letter sent to CPBC & Labour Club 07.07.21. Permission to install Ada Andrews plaque confirmed by CPBC.</p> <p>Liaison with proposers for wording commenced 07.07.21.</p> <p>Wording agreed and proofs received.</p> <p>No response from Labour Club – asked Community Archive to suggest other location options 23.08.21.</p> <p>Plaques ordered – 24.08.21 – patterns agreed 29.09.21 – 2-3 weeks delivery upon completion.</p>	<p>EDC</p>	<p>In Progress</p>
<p>CANVEY LAKE</p>	<p>TO NOTE A VERBAL REPORT REGARDING THE BANK EROSION AT CANVEY LAKE WITH INVESTIGATED COSTS AND CONSIDER AND AGREE HOW THE COUNCIL WISH TO PROCEED.</p> <p>Members noted the investigations, costs obtained and the site visit which took place on the 16th June 2021 and RESOLVED that as the bank erosion is</p>	<p>Letter sent to EA 28.07.21. Response received 05.08.21.</p> <p>TO NOTE THE RESPONSE FROM THE ENVIRONMENT AGENCY REGARDING THE BANK EROSION AND AGREE HOW TO PROCEED.</p> <p>Members noted the response from the Environment Agency and following serious consideration and the implications of taking no action RESOLVED</p>	<p>EDC/AW</p>	<p>In Progress</p>

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	<p>mainly caused by water flow from the pumps the Town Clerk should contact the Environment Agency for assistance with any costings to prevent further erosion.</p>		
<p>TO CONSIDER AND AGREE THE PROPOSAL TO PLANT 40 NEW TREES AROUND CANVEY LAKE AS PART OF THE ESSEX FOREST INITIATIVE. Members noted the proposal and draft location plan and RESOLVED unanimously to approve the project in principle until further details can be provided, and funding is confirmed.</p>	<p>unanimously to appoint Aspect Maintenance Ltd to provide repairs to the bank erosion as per the quote provided at a cost of £7,600.00. Work to commence 01.11.21. Funding application submitted 23.07.21.</p>	<p>EDC/AW</p>	<p>In Progress</p>