

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF  
CANVEY ISLAND TOWN COUNCIL  
ON MONDAY 1<sup>ST</sup> SEPTEMBER 2025 AT 7.00PM**

**PRESENT:**

**Councillors:** Cllr S. Sayes, Cllr D. Anderson, Cllr A. Acott, Cllr S. Sach, Cllr J. Anderson, Cllr P. May, Cllr S. Brooke, Cllr E. Harvey, Cllr D. Blackwell, and Cllr B. Botham

**Also present:** Mrs E. De Can – Town Clerk  
Mrs L. Gould – Deputy Clerk  
Mrs A. Wakenell – Community Officer

**CO/053/25 - APOLOGIES FOR ABSENCE**

Written apologies received and reason given by Cllr R. Langley.

**CO/054/25 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Cllr Blackwell as Cabinet member at CPBC, Cllr Brooke and Cllr Harvey as members of bay watch declared a non-pecuniary interest in item 11 on the agenda as they have been involved with the application for the bathing water application.

**CO/055/25 - PUBLIC FORUM - TO RECEIVE QUESTIONS FROM MEMBERS OF THE COMMUNITY OF CANVEY ISLAND OF WHICH NOTICE HAS BEEN RECEIVED FOR A PERIOD NOT EXCEEDING TEN MINUTES**

No questions were received.

**CO/056/25 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 23<sup>RD</sup> JUNE 2025.**

Members **RESOLVED** that the minutes of the Council meeting held on the 23<sup>rd</sup> June 2025 be confirmed as a true record of the proceedings and signed by the Town Mayor.

**CO/057/25 – TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE POLICY AND FINANCE COMMITTEE MEETING HELD ON THE 28<sup>TH</sup> JULY 2025.**

Members noted the minutes of the Policy & Finance meeting held on the 28<sup>th</sup> July 2025 and **RESOLVED** that the minutes are adopted by the Council and recommendations made were agreed and the minutes are to be signed by the Chairman of the committee at the next Policy & Finance meeting.

**CO/058/25 – TO RECEIVE A REPORT FROM THE TOWN MAYOR ON ACTIVITIES AND EVENTS SINCE THE LAST MEETING.**

The Town Mayor provided details of events and activities attended such as BOPH's 30<sup>th</sup> Anniversary, Chalk Art event, Garden Trail, Coast Watch Base Visit, Wildlife Picnic, Jams by the Jetty, SEN by the Sea, Kings Park Garden Competition and Help us Keep Safe event.

**CO/059/25 – TO NOTE THE REPORT OF OFFICERS DECISIONS UNDER DELEGATED POWERS AND BACKGROUND PAPERS SINCE THE LAST MEETING.**

Members noted the report detailing expenditure for silt testing at a cost of £250.00, the purchase of a new notice board for the Council office at a cost of £300.00, the removal and reinstallation of the aerator at a cost of £450.00, cutting of low hanging branches over a neighbouring property at a cost of £350.00 and the External Fire Risk assessment for the new office at a cost of £230.00.

**CO/060/25 – TO RECEIVE A VERBAL REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.**

Members noted the report.

**CO/061/25 – TO CONSIDER AND AGREE HOLDING A MEETING ON THE 17<sup>TH</sup> SEPTEMBER 2025 TO REVIEW AND PROVIDE A RESPONSE TO THE CASTLE POINT LOCAL PLAN CONSULTATION.**

The Castle Point Draft Local Plan Consultation is open to residents to put forward their views and help to shape the emerging Castle Point Plan. The consultation is split into fifteen sections. The topics of the sections cover all the areas of the borough individually as well as borough wide issues such as infrastructure, green belt, types of homes, employment and tourism, sustainability and business requirements. The draft local plan is 217 pages long and is a lengthy document to read in its entirety. The consultation is asking if respondents deem the plan to be legally compliant and 'meets the test of soundness'. It gives the option to comment on up to 20 sections of the plan and the deadline for responses is the 26<sup>th</sup> September 2025.

In view of how long this process could take, it is recommended that a separate meeting is held to discuss the Council's comments. Members **RESOLVED** to hold a separate meeting on the 17<sup>th</sup> September 2025 at 11am and a public agenda will be issued within the required legislative timeframe to provide a response to the consultation. Members requested that a planning officer and Cabinet member from CPBC be invited to attend the meeting to answer members' questions.

**CO/062/25 – TO CONSIDER AND AGREE THE CITC PUBLIC CONSULTATION QUESTIONNAIRE AND THE COSTS FOR ASSISTANCE WITH THE DELIVERY OF THE CONSULTATION TO BE ROLLED OUT BY OCTOBER 2025.**

Members noted the questionnaire and that the questions have been tailored to help with budget considerations. Members reviewed the questionnaire and **RESOLVED** unanimously to approve the draft submitted with minor amendments for publication by the end of October and to appoint Filigree Communications to assist in the delivery of four public engagement sessions at a cost of £6,784.00 plus estimated travel expenses of £450 and members will assist officers to deliver some smaller scale pop-up events.

**CO/063/25 – TO CONSIDER AND AGREE A RESPONSE TO THE CASTLE POINT BOROUGH COUNCIL BATHING WATER APPLICATION.**

Members noted that the Borough Council is aiming to apply for Bathing Water Status for its seafront on Canvey Island, the application will be for the area of the seafront stretching from the Canvey Island Town Council Sea Pool through to and including Thorney Bay. As part of the application process, the Council is required to consult and get the views of residents, seafront user groups, landowners, relevant bodies, Local Authorities, Parish / Town Councils, local business owners etc.

Members **RESOLVED** unanimously that it supports the Council's application for Bathing Water Status which will not only benefit the local residents and enhance tourism in the area, but it will also create a safer environment for swimmers and children and give parents peace of mind that the water quality is monitored.

**CO/064/25 – TO CONSIDER AND AGREE JOINING THE GREAT COLLABORATION FOR COUNCIL AND COMMUNITY CLIMATE ACTION BY DECLARING A CLIMATE EMERGENCY AND FORMULATE A CLIMATE ACTION PLAN.**

Members noted that the Great Collaboration for council and community climate action is an initiative set up by The Place-based Initiative and supported by NALC and SLCC. It has been set up to help councils and communities make realistic, grass roots level positive impacts towards the larger national initiative and goals for climate change set by central government. The UK government has issued a strategy for the country to become carbon net zero by 2050.

The Great Collaboration is urging local authorities to help with this initiative in the following ways:

- 'Be a Force For Good' for example: encourage the formation of climate action groups, support local plan policies that help to tackle climate change and boost nature, promote practical action by local people, develop and promote lift-sharing scheme.
- 'Demonstrate Leadership Through Your Own Practical Actions' for example: Save energy, produce green energy, reduce pesticide use and other harmful activities, manage land for nature, increase tree cover, buy green, ensure money is invested wisely.

- 'Use Your Powers Wisely' for example: Ensure you know the climate change or nature implications of decisions before you make them, designate safe walking and cycle routes.

By declaring a climate emergency, the Town Council shows a commitment to making positive changes in relation to climate change. NALC have issued guidance and resources that will aid the Town Council to create its own climate action plan with positive and practical steps the Town Council can take over the next 10 years to help tackle climate change.

Members **RESOLVED** unanimously to defer a decision on this subject until the next available meeting where more information could be provided.

#### **CO/065/25 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.**

##### **1<sup>st</sup> September 2025 NO 1 ACCOUNT**

<b>Company</b>	<b>Reference</b>	<b>Amount</b>	<b>Description</b>
Aspect Maintenance Ltd	BACS870	£12,670.18	July & Aug Maintenance
Local Government East	BACS871	£5,451.60	Public Consultation – Phase 2
Zurich Municipal	BACS872	£2,248.04	Council Insurance 2025/26
Top of the Mops	BACS873	£54.00	Office Cleaning – 04/08, 18/08 & 01/09
Aimee Yorwarth	BACS874	£150.00	Chalk Artist
Living Things Ltd	BACS875	£240.00	Final Payment – Wildlife Experience
Castle Point Transport Museum	BACS876	£280.00	Grant – Printer
Karis Helping Hand	BACS877	£500.00	Grant – Computer & Printer
Greenbarnes Ltd	BACS878	£54.00	Vinyl Letters – Honours Board
Office Needs	BACS879	£55.18	Copier Paper
PKF Littlejohn LLP	BACS880	£4,999.20	2023/24 AGAR & Additional Fees for Complaint
<b>TOTAL</b>		<b>£26,702.20</b>	

#### **CO/066/25 – TO NOTE A REPORT FROM THE COMMUNITY OFFICER ON MATTERS RELATING TO CANVEY ISLAND.**

Members noted the report. The Community Officer advised that the Community Day scheduled on the 28<sup>th</sup> August was cancelled due to a yellow weather warning and subsequent torrential rain. Members agreed that this event should be rescheduled for October half term and held in the Knightswick Centre if possible. The tree audit has been completed and will be reported to the next available meeting, the oxygen levels in Canvey Lake are stable and the aerator is still working, there is one tree at the Wildflower Meadow that has not survived and quotes will be obtained for consideration to replace, there has been a further delay with the bins at Canvey Lake as the company shut down during August without notifying the Council, however, this is being investigated for a quicker turn around, the Canvey 2000 plaques at the Memorial Gardens have fallen off and deteriorated so costs will be investigated to replace if required and they are currently in the Councils office and the fencing at the gardens has been damaged and will need replacing.

#### **CO/067/25 – TO NOTE THE HEALTH AND SAFETY REPORTS DETAILING INCIDENTS AND ACTIONS COMPLETED IN RELATION TO OPEN SPACES.**

Members noted the reports.

#### **CO/068/25 – REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND.**

Cllr Blackwell advised that 87% of people responded to the Street Light consultation requesting that they remain on at night. The lights will now remain on at night from the beginning of November and is costing CPBC around £30k per annum. A report to note will be submitted to Cabinet in September regarding

Canvey Lake and a full report will be submitted in October. 1.5million government funding has been provided to install 38 new cameras on Canvey Island, will be monitored 24/7 and should be installed in 2026 with a noise camera being investigated for Roscommon Way. New owners have now been appointed for the Pavilion and 1.3million grant funding has been obtained for Health and Social Wellbeing for the provision of sports for deprived families.

**CO/069/25 – REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND**

Cllr Blackwell advised that a crash barrier is being investigated for the property at the corner of Climmen Road due to the constant damage caused to the property.

*In accordance with Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, the Council **RESOLVED** that the public and press 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.*

**CO/070/25 - TO CONSIDER AND AGREE THE QUOTES RECEIVED FOR THE LABWORTH MEMORIAL GARDENS/BAND STAND CONTRACT.**

Members reviewed the quotes obtained and **RESOLVED** unanimously that due to the lack of response and difficulties with the provision of interested parties for litter clearance the existing contract should be extended for another year to enable the council to review the contract and work specification to ensure value for money and effective safeguarding of public money.

The meeting closed at 8.35pm.

TOWN MAYOR

6<sup>th</sup> October 2025