

Canvey Island Town Council



TO ALL MEMBERS OF THE ENVIRONMENT AND OPEN SPACES COMMITTEE

Cllr. D. Anderson (Chairman), Cllr E. Harvey, Cllr C. Sach, Cllr B. Palmer, Cllr A. Acott and Cllr J. Anderson

Dear Councillors,

I hereby summon you to attend a meeting of the **ENVIRONMENT & OPEN SPACES COMMITTEE** to be held in **COUNCIL OFFICES, 13 HIGH STREET, CANVEY ISLAND, SS8 7RB** on **MONDAY 3RD JUNE 2019** commencing at **7.30PM** for the transaction of business as set out below.

Any member who is unable to attend the meeting should send their apologies before the meeting.

Yours faithfully,

Mrs E. De Can
Town Clerk

29th May 2019

The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed or otherwise reported about please make yourself known to the Town Clerk. All Council meetings are recorded and are available as audio minutes on the Councils website.

A G E N D A

- 1 Apologies for absence.
- 2 To receive declarations of interest in items on the agenda.
- 3 To appoint a Vice Chairman to the committee for 2019/20
- 4 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.
- 5 To confirm and sign as a true record the minutes of the Committee meeting held on 1st April 2019
- 6 To note the minutes and resolutions from the Common Liaison Committee meeting held on the 15th May 2019
- 7 To note the Clerks Report of ongoing projects and not on the agenda (Appendix A)
- 8 To consider and agree the quotes for the new way marker signage in the Town Centre
- 9 To consider and agree the work specification for the Labworth Memorial contract in October 2019 inclusive of the Band Stand (Appendix B).
- 10 To consider and agree the costs provided for the short term grounds maintenance and litter clearance requirements for the Band Stand for July to October.
- 11 To consider the potential of applying for funding from the Urban Tree Challenge Fund.
- 12 To receive an update from the Community Warden relating to all Open Spaces.
- 13 To note the Health & Safety report detailing incidents and actions completed. (Appendix C)
- 14 Accounts for payment.