

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> <p>Applied to ECC 26.10.21 for 3 laptops.</p> <p>Further successful bid 01.11.21 for 3 tablets from ECC technology fund.</p> <p>Funding of £1,800 approved for 3 laptops from the ECC Community Fund.</p> <p>Homotech have provided a better quote for 3 laptops inclusive of windows, bullguard and labour of £1,247.47.</p>	EDC	Completed
EVENTS	<p>TO CONSIDER AND AGREE THE RECOMMENDATIONS FOR THE COUNTRY SHOW.</p> <p>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>In order to consider budget restraints a decision is required whether this event goes ahead or whether a smaller jubilee event is held.</p>	LG	In Progress
COVID MEMORIAL GARDEN	<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</p>	<p>Press release done 23.02.21.</p> <p>Site visit with DB 01.03.21 – proposal agreed by council on 29th March.</p> <p>Working group meeting 24th May 2021 - progress report to full council 28th June.</p>	EDC/AW	Complete

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	<p>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 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>Plaque/sleepers/materials ordered – awaiting confirmation of plant sponsorship from Cllr Blackwell before this can proceed.</p> <p>Pinnacle given funding to Dutch Cottage group.</p> <p>Meeting with DB & CB 02.09.21 – agreed plant types – awaiting quote from CB.</p> <p>06.09.21 – members agreed to planter being installed by the end of October for planting in November.</p> <p>13.09.21 – plant & installation quote received – sent 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 took place 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</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>EDC</p> <p>In Progress</p>

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	<p>Concord Beach hut at the seafront.</p>	<p>Plaques ordered – 24.08.21 – patterns agreed 29.09.21 – 2-3 weeks delivery upon completion.</p> <p>Plaques received 15th November. Events to be organized after Christmas.</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 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>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 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.</p> <p>Work to commence 01.11.21 – part completed w/c 22.11.21.</p>	<p>EDC/AW</p>	<p>Complete</p>
	<p>TO CONSIDER AND AGREE THE PROPOSAL TO PLANT 40 NEW TREES AROUND CANVEY LAKE AS PART OF THE ESSEX FOREST INITIATIVE.</p> <p>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>Funding application submitted 23.07.21. Funding approved. To be considered at the council meeting on the 17th January 2022.</p>	<p>EDC/AW</p>	<p>In Progress</p>
	<p>TO CONSIDER AND AGREE THE WORKS REQUIRED TO THE THREE TREES BEHIND THE CEDAR ROAD DEVELOPMENT.</p> <p>Members noted the report provided regarding the four Lime Trees at the rear of the Cedar Road development and the advice sought from the council's contractor to either remove the</p>	<p>CPBC advised of council decision 21.10.21.</p> <p>16.11.21 – CPBC confirmed that they will take over all future maintenance of these trees.</p>	<p>EDC/AW</p>	<p>Complete</p>

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Lime trees and replace them with Cherry Trees or Purple Plum Trees which could be planted around March/ April 2022 and would need minimal maintenance for at least 15 years or the existing trees would need to be cut back significantly which due to the type of tree will grow back very quickly at around 2ft each year. With this option, the trees would need to be cut back every 3 years at an estimated cost of £400-£600. It was noted that these trees grow slowly when left, however, due to the unpredictability of the growth of these trees once cut the cost may be significantly higher. Members were not happy to disturb these healthy trees and were mindful that as this development affects the trees the maintenance should be the responsibility of the developer. The Town Clerk warned of the risk allowing a third party to conduct the work and the potential of the healthy trees being damaged or worse, however, members **RESOLVED** unanimously to remove Tree 1 as this is no longer a healthy tree and for this to be replaced and that as the approved planning application stipulates that the trees should be pruned the maintenance responsibility should fall to the developer and any future maintenance should be the responsibility of the property owners whether this is the council or privately owned.

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