



TO ALL MEMBERS OF THE COUNCIL

Dear Councillors,

I hereby summon you to attend a **MEETING** of **CANVEY ISLAND TOWN COUNCIL** to be held in the **DELLAWAY ROOM, PADDOCKS COMMUNITY CENTRE, LONG ROAD, CANVEY ISLAND, SS8 0JA** on **WEDNESDAY 17<sup>TH</sup> SEPTEMBER 2025** commencing at **11.00am** 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

*Elaine De Can*

Mrs E. De Can  
Town Clerk

10<sup>th</sup> September 2025

*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.*

## **A G E N D A**

1. Apologies for absence
2. To receive declarations of interest in items on the agenda
3. 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.
4. To consider and agree a response to the Castle Point Borough Council Local Plan Consultation (Appendix A).



**Castle Point Together**  
Your community your views

Official use only:

Reference:

Date received:

## CASTLE POINT PLAN REGULATION 19 DRAFT CONSULTATION RESPONSE BOOKLET

This booklet is provided for you to make comments to the Castle Point Plan Regulation 19 Draft document. At this stage of the consultation, Castle Point Borough Council (CPBC) is seeking views on whether the Draft document is '**legally compliant**' (see summary below) and meets the tests of '**soundness**' (see summary below), as set out in the Government updated National Planning Policy Framework (NPPF) 2024.

### Legal Compliance

- The Castle Point Plan should have been prepared in accordance with the Council's latest **Local Development Scheme**.
- The Castle Point Plan should be accompanied by a **Sustainability Appraisal and Habitat Regulations Assessment**.
- Consultation on the Castle Point Plan should have been carried out in accordance with the Council's **Statement of Community Involvement**.
- The Council should have worked collaboratively with neighboring authorities and prescribed bodies on strategic and cross boundary matters, known as the **Duty to Cooperate**.
- The Castle Point Plan should comply with **all relevant laws** including the Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Planning) (England) Regulations 2012.

### Soundness

- **Positively prepared** - provides a strategy which, as a minimum, seeks to meet the area's objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighboring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development.
- **Justified** - an appropriate strategy, considering the reasonable alternatives, and based on proportionate evidence.
- **Effective** - deliverable over the plan period and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground.
- **Consistent with national policy** - enabling the delivery of sustainable development in accordance with the policies including the National Planning Policy Framework.

When submitting this Response Booklet, please bear in mind:

- You confirm your agreement to the publication of your name and your comments.
- Responses will be moderated and any comments which do not meet Castle Point Borough Council's Acceptable Use Policy will be deemed inadmissible and not accepted (If in doubt please contact us for clarification).
- A group sharing a common view on the Castle Point Plan Regulation 19 Draft or any other supporting document can submit a single comment. If this is the case, please indicate how many people the comment represents, the name of the group (if any) and how the comment has been agreed.

To assist you, a copy of the **Castle Point Plan Regulation 19 Draft** and Habitats Regulations Assessment, Sustainability Appraisal and Equality Impact Assessment is available for your reference at CPBC, Waterside Leisure Centre and the four Castle Point Libraries. These documents and the **National Planning Policy Framework 2024** are also included in the online survey at [www.castlepoint.gov.uk/castle-point-plan](http://www.castlepoint.gov.uk/castle-point-plan) or if using your mobile phone to scan the QR Code →→



Responses must be received by CPBC no later than **23:59 pm Friday 26<sup>th</sup> September 2025**.

## **Part A – Contact Details**

You must provide your contact details. We are unable to accept anonymous comments. The names of respondents and their submitted comments will be published on the Castle Point Borough Council website. Personal information such as telephone numbers, addresses, and email addresses will not be published.

**Please tick as appropriate:**

- ☐ I am responding as an individual (complete section 1 only)
- ☐ I am an Agent responding on behalf of a client (complete both sections 1 and 2)
- ☐ I am responding on behalf of an organisation (complete section 1 only)

<b>1. Individual/Client/Organisation Details (Please complete in block capitals)</b>	
Title:	
First name:	
Last name:	
Job Title/Dept:	
Organisation:	
Address:	
Post Code:	
Tel.no (Day):	
Email:	

<b>2. Agent Details (Please complete in block capitals)</b>	
Title:	
First name:	
Last name:	
Job Title/Dept:	
Organisation:	
Address:	
Post Code:	
Tel.no (Day):	
Email:	

## **Part B – Your Comments**

You will need to complete the questions in each Comment section for each different part of the Castle Point Plan Regulation 19 Draft you wish to comment on. Should you wish to make more comments than the comment sections provided, please use an additional Booklet. Please do not include any personal information within your Comments as the responses in this section will be made publicly available as part of this consultation in reports and online.

## Comment 1

**1. Which part of the Castle Point Plan Regulation 19 Draft does this relate? (Please identify this by completing the following applicable questions):**

Policy reference/name:	
Page number:	
Paragraph Number:	
Site number/name:	
Objective number/name:	
Appendix reference/name:	
Table/Diagram reference number:	
Image/map reference number:	

**2a. Do you consider the Caste Point Plan Regulation 19 Draft to be legally compliant?**

Yes ☐

No ☐

**2b. If you responded no, please explain below (See 'Legal Guidance' on Page 1)**

*(Continue on a separate sheet if necessary)*

**3a. Do you consider the Castle Point Plan Regulation 19 Draft to be sound?**

Yes ☐

No ☐

**3b. If you consider the Castle Point Plan Regulation 19 Draft not to be sound, please select which test(s) of soundness this relates to? (See 'Soundness' on Page 1)**

☐ Positively prepared

☐ Justified

☐ Effective

☐ Consistent with national policy

**3c. Please provide an explanation below.**

*(Continue on a separate sheet if necessary)*

- 4. Please set out the modification(s) you consider necessary to make the Castle Point Plan Regulation 19 Draft 'legally compliant' and/or 'sound', including any revised wording.**

*(Continue on a separate sheet if necessary)*

**5. If your comment is seeking a modification, do you consider it necessary to participate at the oral part of the examination?**

- ☐ No, I do not wish to participate at the oral examination.
- ☐ Yes, I wish to participate at the oral examination.

**6. If you wish to participate at the oral part of the examination, please outline why you consider this to be necessary:**

*(Continue on a separate sheet if necessary)*

**Please note:** It is the Inspector that will determine the most appropriate way to hear those who have indicated that they wish to participate at the oral examination.