

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF
CANVEY ISLAND TOWN COUNCIL
HELD AT THE COUNCIL OFFICE, 13 HIGH STREET, CANVEY ISLAND, SS8 7RB
ON MONDAY 11TH APRIL 2022 AT 7.30PM**

PRESENT:

Councillors: Cllr B. Palmer, Cllr S. Sach, Cllr P. May, Cllr C. Sach, Cllr D. Blackwell, Cllr E. Harvey, Cllr P. Greig and Cllr N. Harvey.

Also present: Mrs E. De Can – Town Clerk
Mrs L. Gould – Community & Events Officer
Mrs A. Wakenell - Community Warden
3 members of the public

CO/145/21 - APOLOGIES FOR ABSENCE

Apologies were provided and accepted for Cllr D. Anderson, Cllr J. Anderson, and Cllr A. Acott.

CO/146/21 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Palmer and Cllr May declared a non-pecuniary interest on item 16 and 17 of the agenda.

CO/147/21 - 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

2 members of the public wished to speak in relation to item 6 on the agenda regarding the Ada Andrews plaque unveiling. A short speech was given, thanking the Town Council for the purchase and installation of the plaque, all those that were involved and attended the unveiling on the 25th March and thanks to Castle Point Borough Council for permission to install the plaque on the Friends of Concord Beach hut. A concern was raised as to why there was incorrect information reported in the Echo and Canvey and Benfleet Times, however, it was confirmed that an official press release had been provided and any other information added to the stories had not been provided by the Town Council. Both parties offered support for future plaques.

CO/148/21 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 28TH FEBRUARY 2022.

Members **RESOLVED** that the minutes of the Council meeting held on the 28th February 2022 were confirmed as a true record of the proceedings and were signed by the Town Mayor.

CO/149/21 – TO NOTE THE REPORT OF OFFICERS DECISIONS UNDER DELEGATED POWERS AND BACKGROUND PAPERS.

Members noted the expenditure of £529.00 for the council's vehicle insurance with James Hallam Ltd for the year.

CO/150/21 – TO NOTE THE CLERKS REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.

Members noted the report.

CO/151/21 – TO NOTE THE REPORT ON THE PROGRESS OF EVENTS FOR 2022.

Members noted the report from the Community and Events Officer and the activities and stalls booked for the Queen's Jubilee Picnic event being held on Saturday 28th May. First Aid provision has been booked and confirmed. The Pavilion has also been hired to be used as a first aid point. Four standard event toilets and one disabled toilet have been booked to cover toilet facilities at the event.

Character mascots such as Spiderman and Fireman Sam are being hired at a discounted rate, to offer walk around entertainment throughout the day. A bubble performer is also being sought. Traditional games such as coconut shy's, hook 'a' duck and Punch and Judy are to be confirmed.

Those who are conducting displays within the activity arena are being asked if they would like stalls but that the stalls must host activities, and not just information. All stallholders have been asked to decorate their stalls with bunting. It was noted that in addition to the activities detailed in the report a Vintage Fire Engine had been sourced and there will be more picnic type food and cake stalls provided. It was recommended that the SS8 boxing club should be approached to provide demonstrations and the Big Local had agreed to fund the Hair Braiding and face painters.

Members noted the dates for the 2022 summer events programme which are as follows:

- 3rd August – Canvey Lake Picnic – working with Canvey’s Big Local to facilitate this annual event.
- 7th August – Smallgains Field – Outdoor crafts – working with Messy Church to offer outdoor crafts outside of the hall on the grassed area.
- 24th August – Canvey Island Football Club Youth Football Day – being held at Castle View School.
- 31st August - Picnic and Outdoor Activities – working with Canvey Rugby and Essex Child and Wellbeing service to offer a community picnic with outdoor activities – to be held at Canvey Island Rugby Club on the playing fields.

Cllr Blackwell asked that the council consider a Scarecrow trail event to be decided for a future date as this had been well received in other areas. Members **AGREED** that the Community and Events Officer would investigate this event.

CO/152/21 - TO NOTE AND CONSIDER THE REPORT ON THE CONTINUATION OF THE EALC AND NACL SUBSCRIPTION

Members reviewed the report provided and **RESOLVED** unanimously that a meeting should be held with the EALC at the Town Council office with the Town Clerk, Town Mayor, Chairman of Policy & Finance, and the Leader of the Council to discuss the fees and subscription before these are signed off at the Annual Council Meeting on the 23rd May 2022.

CO/153/21 - TO CONSIDER AND AGREE COMMUNITY ASSETS TO BE SUBMITTED TO CPBC TO INCLUDE ON THE ASSETS OF COMMUNITY VALUE LIST

Members reviewed the report provided and **RESOLVED** unanimously that all members would review their areas and inform the Town Clerk of any assets that could be investigated to be included on the list and that this should be an ongoing project for all members. Members **AGREED** that the Police Station, Old Council Offices, Transport Museum, Rio Bingo Hall, and the ATC Building should all be investigated to be included on the list.

CO/154/21 – TO CONSIDER AND AGREE THE PROPOSAL FOR THE INSTALLATION OF A COMMUNITY GARDEN

Members reviewed the report and proposal provided and **RESOLVED** unanimously to agree the proposal for the community garden at the Sycamore Close location subject to funding being sought and that this should be used as a pilot scheme to assess its success before any further areas are considered.

CO/155/21 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED AND PAYMENTS ALREADY MADE TO CLEAR YEAR END.

22nd March 2022 — NO 1 ACCOUNT

Company	Reference	Amount	Description
Speedy Asset Services Ltd	BACS340	£56.88	Barrier Hire for Christmas Tree – December 2021
Viking Office Supplies	BACS341	£125.63	Stationary & Paper Trimmer
Christy Cooling Services Limited	BACS342	£235.20	Annual Air Conditioning Maintenance 2022
CPBC	BACS343	£158.60	Refuse Collections 01/04/22 to 31/03/23
N. Stevens – Castle Point Security	BACS344	£360.00	6x Security Officers 27/11/2021
Rentakil Initial	BACS345	£84.24	Annual FHU Collections Contract – 23/03/22 to 22/03/23

Stanley Marsh & Co Ltd	BACS346	£2,500.00	No 11 Rent – 26/03/22 to 26/06/22
Canvey Island Horticultural Society	BACS347	£499.00	80volt Battery Powered Lawn Mower
James Hallam Ltd	BACS348	£529.00	Vehicle Insurance 21/03/22 to 20/03/23
CITC Petty Cash	DEBIT CARD	£50.42	Petty Cash Top Up
Breheny Civil Engineering	BACS349	£5,618.55	Replace 16x Tidal Pool Joints – works completed between December 2019 and January 2022
TOTAL		£10,217.52	

11th April 2022 — NO 1 ACCOUNT

Company	Reference	Amount	Description
D. Trower	BACS351	£20.00	Window Cleaning 08/03 & 22/03
Pinnacle Housing Ltd	BACS352	£240.00	Canvey Lake Playground – Annual Inspection
CPBC	BACS353	£122.50	Hire – King George V Pavilion 28/05/2022
Aspect Maintenance Ltd	BACS354	£13,913.49	Maintenance – March 2022 / Repair Interpretation Boards / Bank Erosion Works
Design 4 Print	BACS355	£378.54	Replace & install acrylic in notice boards x 5
Phuse Media	BACS356	£192.00	Website Development – installing widgets
Amazon Payments UK Limited	BACS357	£229.00	Bunting for Jubilee picnic
K. Reader – Dream Clean	BACS358	£70.00	Office Cleaning 02/03 & 16/03
Canvey Supply Company Ltd	BACS359	£133.12	2 x 4'6" Concrete Bollards
Palm Fencing Ltd	BACS360	£96.00	Remove bridle gate and support post
TOTAL		£15,394.65	

CO/156/21 – TO RECEIVE A REPORT FROM THE COMMUNITY WARDEN ON MATTERS RELATING TO CANVEY ISLAND

Members noted the report provided by the Community Warden detailing the installation of 50 trees at Canvey Lake, an update on the drainage leak at Vadsoe Road, a patrol undertaken by the EA and local Wildlife Police Officer at Canvey Lake, the completion of works required to the play equipment and the memorial gardens interpretation boards and the challenge of a requirement for a temporary works licence from the PLA for works required to the tidal pool surround.

CO/157/21 – TO NOTE THE HEALTH & SAFETY REPORT DETAILING INCIDENTS AND ACTIONS COMPLETED IN RELATION TO OPEN SPACES

Members noted the reports.

CO/158/21 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr Greig advised that there were gas works taking place in Limetree Road and the end of Wamburg Road.

CO/159/21 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr May and Cllr Blackwell reported that road works to Meppel Avenue have been completed and further road resurfacing works will be taking place in Dovervelt Road, Sydervelt Road, Surig Road, Daarle Avenue, Lionel Road and Thorney Bay Road between Craven Road and Mayland Avenue. Cllr May confirmed that new road markings will be completed in Northwick Road, Roscommon Way and Station Approach.

Cllr Harvey raised a concern regarding the number of unidentifiable black vans that are parking along Haven Road. It was noted that there are no restrictions along this road and therefore not an offence, however, the Police could intervene should the vehicles cause an obstruction on a junction.

*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/160/21 - TO CONSIDER THE WORK SPECIFICATIONS FOR THE GUNNY TENDERS

Members consider the specifications submitted and **RESOLVED** unanimously to approve the recommended work specifications.

CO/161/21 - TO NOTE AND AGREE THE GRANT TERMS AND CONDITIONS FOR THE LTO ROLE FOR THE GUNNY PROJECT

Members noted the grant terms and conditions and **RESOLVED** to approve the signing of the document by the Town Clerk when required, however, were disappointed that the agreed 5% grant will not be provided to the council as a one-off payment as previously informed but will be fed through the individual grant proposals as and when submitted. It was also noted that although this project had been approved as having no cost to the council there will inadvertently be a cost for the council's resource as LTO and there was a concern that the LTO role will put a strain on the councils existing resources. Members requested that the Town Clerk query these concerns and establish whether funding is available to assist with covering the council's costs.

The meeting closed at 9.10pm.

TOWN MAYOR

23rd May 2022