

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF
CANVEY ISLAND TOWN COUNCIL
ON MONDAY 17TH JUNE 2024 AT 7.30PM**

PRESENT:

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

Also present: Mrs E. De Can – Town Clerk
Mrs A. Wakenell – Community Warden
Mrs K. Bali – Community & Events Officer

CO/033/24 – APOLOGIES FOR ABSENCE

Apologies of absence were accepted for Cllr P. Greig and Cllr D. Blackwell.

CO/034/24 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declaration of interests was received.

CO/035/24 - 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/036/24 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THE 13TH MAY 2024.

Members **RESOLVED** that the minutes of the Annual Council meeting held on the 13th May 2024 be confirmed as a true record of the proceedings and signed by the Town Mayor.

CO/037/24 – TO RECEIVE A REPORT FROM THE TOWN MAYOR ON ACTIVITIES AND EVENTS SINCE THE LAST MEETING.

Members noted the activities since the last meeting such as attending the Smallgains Social Club which raised £2,285 for Havens Hospice, CPBC Raising of the Flag for D-Day, the Jewish Parade event, Canvey Community Choir event raising funds for the local food banks, Canvey Island Yacht Club fun day, the RBL 80th Anniversary celebration and will be attending the B17 80th Anniversary, the Castle Point Golf Course charity golf presentation, the ECC Chairman reception and the Cornelius Vermuyden School Partnership Awards.

CO/038/24 – TO NOTE THE REPORT OF OFFICERS DECISIONS UNDER DELEGATED POWERS AND BACKGROUND PAPERS SINCE THE LAST MEETING.

Members noted the costs agreed for CPBC to set up the electric supply at Denham Road under their existing contract on behalf of the Town Council.

CO/039/24 – TO RECEIVE A VERBAL REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.

Members noted the report and received an update on the Gunny site and meeting with Local Trust on the 18th June 2024.

CO/040/24 – TO NOTE AND CONSIDER THE INTERNAL AUDITORS REPORT

Members noted the report with no issues raised.

CO/041/24 – TO RECEIVE AN UPDATE ON THE PROGRESS OF THE SUMMER EVENTS PROGRAMME.

Members noted the update on the progress of the Wildlife Picnic at Tewkes Creek and noted that there had been little interest from stall holders for a Farmers Market. Members **RESOLVED** to approve a SEN event at the Band Stand to replace the Farmers Market.

CO/042/24 – TO NOTE THE CONFIRMED EALC AND NALC AFFILIATION FEES.

Members noted the confirmed fees of £2,733.34 and the increase of anticipated costs reported on the 13th May 2024 and **RESOLVED** to accept the increase of £105.47 for the affiliation fees.

CO/043/24 – TO CONSIDER AND AGREE A REPRESENTATIVE TO THE EALC EXECUTIVE COMMITTEE

Members considered the request for a representative to the EALC Executive Committee and **RESOLVED** to appoint Cllr A. Acott.

CO/044/24 – TO CONSIDER THE REQUEST FOR A REPRESENTATIVE ON THE TOWN BOARD AND CONFIRM THE APPOINTMENT.

Members considered the request for a representative on the Town Board and **RESOLVED** to appoint the Town Clerk.

CO/045/24 – TO CONSIDER THE REQUIREMENTS FOR THE WILDFLOWER MEADOW GRASS / TREE MAINTENANCE CONTRACT.

Members considered the maintenance requirements for the wildflower meadow tree and grass cutting contract and **RESOLVED** to remove the watering of the trees as they are now established unless required on an ad hoc basis in times of extreme hot weather and to leave the rest of the contract the same.

CO/046/24 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.

17th June 2024 NO 1 ACCOUNT

Company	Reference	Amount	Description
Aspect Maintenance Ltd	BACS687	£5,117.49	Open Spaces Maintenance – May / Gunny Grass Cutting - Jun
D Trower	BACS688	£20.00	Window Cleaner 21/5 & 11/6.
D4P Media	BACS689	£384.14	Correx Boards/AFD Banners
Top of the Mops	BACS690	£99.00	Office Cleaning 16/5, 30/5 & 13/6
Air Water Fish Ltd	BACS691	£2,756.60	Aqua Jet Aerator
EALC	BACS692	£2,733.34	EALC & NALC Affiliation Fees
Office Needs	BACS693	£84.55	Confidential Shredding/Copier Paper
Heelis & Lodge	BACS694	£430.00	Internal Audit
Essex County Council	BACS695	£200.00	Seasonal Decoration Application – Column Testing
Royal British Legion	BACS696	£485.39	Grant – PA System
Island Carpets	BACS697	£150.00	Office carpet
TOTAL		£12,460.51	

CO/047/24 – TO NOTE A REPORT FROM THE COMMUNITY WARDEN ON MATTERS RELATING TO CANVEY ISLAND.

Members noted the report. The Community Warden advised that the aerator has been delivered, the issues with the electric supply were explained and details of why the Council was having to link into CPBC existing contract which may delay the provision of electric for up to 8 weeks, 5 dead fish had been found, however, it is believed that this was due to spawning and not oxygen deficiency at this time and the netting at the band stand had been vandalised.

CO/048/24 – TO NOTE THE HEALTH AND SAFETY REPORTS DETAILING INCIDENTS AND ACTIONS COMPLETED IN RELATION TO OPEN SPACES.

Members noted the reports.

CO/049/24 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr May advised that drug dealing had been reported to the Police and encouraged residents and councillors to continue to report this via Crime Stoppers, he had a meeting with the Probation Service and encouraged them to contact the local authorities to discuss potential projects and that he had attended a meeting with Cllr Blackwell and the Environment Agency to discuss the concerns regarding the grassed areas around the seawall and requested that the areas around the seafront are cut rather than allowed to remain wild as these areas are used by the public. Cllr May confirmed that the grass cutting of the seawall is the responsibility of the Environment Agency and not CPBC or ECC.

CO/050/24 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

No reports were provided.

*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/051/24 - TO CONSIDER THE DRAFT HEAD OF TERMS AND DEED OF VARIATION FOR CANVEY LAKE

Members considered the draft documents and **RESOLVED** to approve the recommendations with the additional requirements discussed.

CO/052/24 – TO CONSIDER AND AGREE PREMISES CONSIDERATIONS

Members considered the current premises and its lease renewal in 2025 and **RESOLVED** to investigate alternative options.

CO/053/24 – TO NOTE A FORMAL CHALLENGE TO THE COUNCIL'S PROCUREMENT PROCEDURES.

Members noted the challenge to the Councils procurement procedures and **RESOLVED** that the Council had followed its standing orders, NALC guidance, agenda preparation legislation and the appropriate procurement regulations and **RESOLVED** unanimously to proceed with the Councils existing resolution and contract appointment.

The meeting closed at 9.30pm.

TOWN MAYOR

29th July 2024