

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF
CANVEY ISLAND TOWN COUNCIL
ON MONDAY 22ND JANUARY 2024 AT 7.30PM**

PRESENT:

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

Also present: Mrs E. De Can – Town Clerk
Mrs A. Wakenell – Community Warden
Mrs K. Bali – Community & Events Officer
1 member of the public.
Cllr G. Isaacs – CPBC

CO/119/23 - APOLOGIES FOR ABSENCE

Cllr P. Greig was not present.

CO/120/23 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Blackwell declared a non-pecuniary interest in items 10 and 12 on the agenda. Cllr May declared a non-pecuniary interest in items 10, 13 and 21 on the agenda. Cllr D. Anderson and Cllr J. Anderson declared a non-pecuniary interest in item 21 on the agenda and Cllr Acott declared a non-pecuniary interest in item 12 on the agenda.

CO/121/23 - 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/122/23 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 4TH DECEMBER 2023.

Members **RESOLVED** that the minutes of the Council meeting held on the 4th December 2023 be confirmed as a true record of the proceedings and signed by the Town Mayor.

Members noted that the anticipated precept figure reported on the 4th December 2023 was incorrect by £190, however, the actual tax base figure has still not been confirmed but is estimated @ 12,136 which will raise a precept of £288,352 an overall increase of £2,068 to what was expected.

CO/123/23 - TO CONSIDER AND AGREE THE RECOMMENDATIONS FROM THE COMMON LIAISON COMMITTEE MEETING HELD ON THE 13TH DECEMBER 2023.

Members noted the minutes of the Common Liaison Committee meeting held on the 13th December 2023 and **RESOLVED** unanimously to approve the recommendations that the Town Council seek renegotiation of the existing lease and management agreement arrangements with the Borough Council to consider and recognise all stakeholders that have an interest in the function of the Lake and to replace the Common Liaison Committee meetings with a Stakeholder group which will be formulated from various expert organisations. Members also **RESOLVED** to approve the production of a biodiversity management plan by the Essex Wildlife Trust at a cost of £1,725.00.

Members requested that the Environment Agency, Essex Wildlife Trust, RSPB, Thames 21, and Natural England are approached as partners on the stakeholder group and that the existing members on the Common Liaison Committee are also invited to be part of the group.

Members noted the costs investigated for the re-profiling of the lake and **RESOLVED** unanimously that due to the high costs quoted for the bathymetric survey to determine the water and silt depths which does not include the topographic survey of the islands, this should be investigated further once the stakeholder

group is formulated and expert advice can be sought for the best use of Council finances and where potential further funding opportunities can be reviewed.

Members noted and approved the draft press release which will be issued to inform the public of the council's actions and that a regular newsletter will be prepared to keep residents informed of the council's actions going forward.

Members discussed the dyke between Denham Road and Link Road and Cllr Blackwell advised that he would challenge the suggested responsibilities as this was originally a natural dyke but was developed and enhanced by the Environment Agency.

CO/124/23 – 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 Tree Planting Ceremony at the Gunny site, a Community Christmas Lunch at Northwick Park Primary, the Mayor's Charity Schools Christmas Concerts, the Mayor's Civic Charity Carol Concert, the Christmas event at Canvey Seafront, the Light up a life remembrance service at Canvey Methodist Church and presenting the cheque for the Sea Scouts grant.

CO/125/23 – TO NOTE THERE HAVE BEEN NO OFFICERS DECISIONS UNDER DELEGATED POWERS SINCE THE LAST MEETING.

Noted.

CO/126/23 – TO RECEIVE A VERBAL REPORT ON THE CLERKS PROGRESS OF ONGOING PROJECTS AND NOT ON THE AGENDA.

Members noted the report on items progressed and completed.

CO/127/23 - TO CONSIDER AND AGREE OPTIONS PROVIDED BY THE COMMUNITY & EVENTS OFFICER IN RELATION TO PREPARING FOR ARMED FORCES DAY.

Members noted that CPBC have now confirmed that the Paddocks will be closed from February 2024 to late September 2024 therefore the halls will not be available for Armed Forces Day. Members **RESOLVED** unanimously to approve the recommendation for the service at the War Memorial as in previous years and for the Community & Events Officer to investigate either the usage of CISCA House or the ATC hall for catering for the public and parade participants with refreshments such as tea / coffee /cakes with a small charge.

CO/128/23 – TO CONSIDER THE CONSULTATION OF THE DRAFT RECOMMENDATIONS FOR THE DIVISION OF BOUNDARIES IN ESSEX SPECIFICALLY CASTLE POINT

Members considered the consultation and **RESOLVED** unanimously that the proposed recommendation was acceptable as it has no impact on Canvey Island as it remains with two County Councillors for East and West.

CO/129/23 - TO CONSIDER THE LANDLORDS PROPOSAL FOR THE INCREASE IN RENT FOR THE PARKING SPACES AT THE REAR OF THE COUNCIL OFFICE FOLLOWING THE NOTICE TO QUIT THE LEASE.

Members considered the landlords proposal to charge the increased rent at a staggered rate of 50% being paid now and the remaining 50% in 6 months and **RESOLVED** unanimously that the increase was still too high and not acceptable to the Council at this time.

CO/130/23 - TO REVIEW THE MANAGEMENT AGREEMENT WITH THE CANVEY ISLAND WILDLIFE & CONSERVATION GROUP FOR THE MANAGEMENT OF THE DON DOWNES RESERVE FOLLOWING ITS 5TH YEAR REVIEW PERIOD.

Members reviewed the management agreement with the Canvey Island Wildlife & Conservation Group and **RESOLVED** unanimously that it was happy to continue with the agreement until its end in 2029. It was confirmed that this area is cut annually and is not only a wildlife haven for many species but also has a thriving orchard.

CO/131/23 - TO CONSIDER THE QUOTE OF £300.00 WHICH CAN BE TAKEN FROM THE GUNNY PROJECT EAR MARKED RESERVES TO CUT THE GRASS ON THE GUNNY SITE ON AN AD HOC BASIS UNTIL THE PROJECT HAS BEEN TRANSFERRED TO TRUST LINKS.

Members considered the quote provided and the need to cut the grass due to the project transfer taking longer than expected and **RESOLVED** unanimously to cut the grass on an ad hoc basis at a cost of £300.00 each cut with the funds taken from the earmarked reserves.

CO/132/23 - TO CONSIDER AND AGREE A VIREMENT TO PURCHASE 50 REPLACEMENT KEYS FOR TENANTS OF SMALLGAINS ALLOTMENT FOLLOWING A RECENT INCIDENT OF VANDALISM.

Members **RESOLVED** unanimously to vire £225.00 from the Tidal Pool joints budget to pay for the replacement keys required at Smallgains Allotments considering the recent vandalism.

CO/133/23 - TO APPROVE THE ELECTRIC COMPANY CONTRACT FOR THE NEW SUPPLY AT CANVEY LAKE.

Members **RESOLVED** unanimously to appoint EDF Energy as the new supplier for the electric supply at Canvey Lake.

CO/134/23 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.

22nd January 2024 NO 1 ACCOUNT

Company	Reference	Amount	Description
Jenson Fencing	BACS630	£2,600.00	Memorial Garden fencing repairs
D. Trower	BACS631	£20.00	Window Cleaner – 05/12 & 08/01
Office Needs	BACS632	£69.58	Shredding Bags & Copier Paper
Aylesford Electrical Ltd	BACS633	£2,395.20	Replacement lighting & removal of Christmas lighting scheme
Top of the Mops	BACS634	£64.00	Office Cleaning 14/12 & 11/1
Aspect Maintenance Ltd	BACS635	£4,757.49	Open Spaces Maintenance – Dec
SFB Solutions	BACS636	£698.50	CCTV/Fire & Intruder Alarm Maintenance
Vision ICT Ltd	BACS637	£48.00	.gov.uk Domain Name transfer
Hatton Traffic Management Ltd	BACS638	£882.10	Road Diversion Signage – Xmas Event
Bond Fire Service	BACS639	£67.50	Annual Fire Extinguisher Service
TOTAL		£11,602.37	

CO/135/23 – TO NOTE A REPORT FROM THE COMMUNITY WARDEN ON MATTERS RELATING TO CANVEY ISLAND.

Members noted the report. The Community Warden confirmed that the issues with Footpath 11 were still ongoing, the meeting with the RSPB did not go ahead, the work on the jetty has started, there has been an increase in fly tipping of household waste and bags of dog foul at Canvey Lake, the play equipment has been vandalised again, a small hut for workers has been erected on the Memorial Garden land without seeking permission and the replacement fencing has been completed.

CO/136/23 – TO NOTE THE HEALTH AND SAFETY REPORTS DETAILING INCIDENTS AND ACTIONS COMPLETED IN RELATION TO OPEN SPACES.

Members noted the reports.

CO/137/23 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr Blackwell confirmed that there have been 74 instances of fly tipping in the Borough in January with a 75% increase since the refuse centres booking system has been in place. There is a plan to install 135 new CCTV cameras around the Borough which will include the lake area. These locations have been chosen by the Police and funding is being sought.

Cllr May advised that the fly tipping at the Co-op along Long Road has now been removed.

CO/138/23 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr Blackwell confirmed that the LED light roll out is still ongoing and will be completed by March apart from unadopted or private roads.

Cllr May advised that Long Road will be closed for 6 nights between 5pm and 8am from 23rd January for major works.

*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/139/23 - TO CONSIDER AND AGREE THE AMENDMENTS TO THE TRUST LINKS LEASE.

Members considered the amendments to the draft lease for Trust Links and **RESOLVED** unanimously to approve the amendments, to either remove the break clause or amend this to 15 years with a 12 month notice period and to remove the management agreement as this is not required.

Members discussed the battery location and issues with the plan and requested that written assurances were provided by the electric company that this project has been accepted before any further consideration of a lease is progressed.

The meeting closed at 9.45pm.

TOWN MAYOR

11th March 2024