

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF
CANVEY ISLAND TOWN COUNCIL
ON MONDAY 23RD MARCH 2026 AT 7.00PM**

PRESENT:

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

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

CO/158/25 - APOLOGIES FOR ABSENCE

All members were present.

CO159/25 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Langley declared a non-pecuniary interest in items 11 and 18 of the agenda.

CO/160/25 - 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/161/25 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETINGS HELD ON THE 23RD FEBRUARY 2026.

Members **RESOLVED** that the minutes of the Council meetings held on the 23rd February 2026 be confirmed as a true record of the proceedings and signed by the Town Mayor.

CO/162/25 – TO RECEIVE A REPORT FROM THE TOWN MAYOR ON ACTIVITIES AND EVENTS SINCE THE LAST MEETING.

The Town Mayor provided details of events and activities invited to such as the St Josephs Primary School 70th Anniversary, the Trust Links Easter Community Fair at the Gunny, Castle Point Transport Museum Easter event and the Dart Presentation at Smallgains Hall.

CO/163/25 – TO NOTE THE OFFICER DECISIONS UNDER DELEGATED POWERS AND BACKGROUND PAPERS SINCE THE LAST MEETING.

Members noted no decisions under delegated powers have been made since the last meeting.

CO/164/25 – TO RECEIVE A VERBAL REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.

Members noted the report.

CO/165/25 – TO NOTE THE OUTCOME OF THE CASTLE POINT BOROUGH COUNCIL CABINET MEETING HELD ON THE 18TH MARCH 2026 REGARDING THE REQUEST FOR EARLY SURRENDER OF THE LEASE FOR CANVEY LAKE.

Members noted that Castle Point Borough Council agreed the early surrender of the Canvey Lake lease at its Cabinet meeting on the 18th March 2026 and further information regarding the transition and legal requirements are awaited. The Council is committed to its vision for Canvey Lake and will continue to support the Borough Council by funding the Grounds Maintenance contract until the existing contract ends.

CO/166/25 – TO CONSIDER AND AGREE ADDITIONAL WORK TO POLLARD OF WEEPING WILLOW TREE AT A COST OF £800.00 DUE TO THE IMPACT TO AN ADJACENT RESIDENCE.

Members considered the work required and **RESOLVED** to appoint Essex Tree Brothers at a cost of £800.00.

CO/167/25 – TO CONSIDER AND AGREE THE WORKING PARTY RECOMMENDATIONS AND DRAFT NEW STYLE TOWN GUIDE.

Members considered the recommendations and **RESOLVED** to approve the new format for the Town Guide and requested that further quotes were obtained for the design and production of 1,000 leaflets. Members noted that the map provided was just a draft and an amended and updated version will be submitted to the Council prior to production.

CO/168/25 – TO CONSIDER AND AGREE TO A REPLACEMENT REPRESENTATIVE FOR THE WYVERN COMMUNITY TRANSPORT BOARD.

Members noted that Cllr May wishes to step down as the Councils representative and **RESOLVED** to leave this position vacant at this time.

CO/169/25 - TO CONSIDER AND AGREE THE EVALUATION PANEL FOR THE LABWORTH MEMORIAL GARDENS AND BAND STAND CONTRACT TENDER.

Members **RESOLVED** to appoint Cllr D. Anderson, Cllr B. Botham, Cllr E. Harvey, Cllr D. Blackwell and Cllr S. Sach on the evaluation panel for the tendered contract.

CO/170/25 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.

23rd March 2026 NO 1 ACCOUNT

| Company | Reference | Amount | Description |
|--------------------------|------------------|-------------------|---|
| Top of the Mops | BACS954 | £36.00 | Cleaning – 03/3 & 17/03 |
| Aspect Maintenance Ltd | BACS955 | £6,959.09 | Feb Maintenance/Jul-Jan Underpayment |
| SLCC Enterprises | BACS956 | £168.00 | ILCA Qualification – Deputy Clerk |
| Office Needs | BACS957 | £59.54 | Stationery |
| Elite Aquatics Uk Ltd | BACS958 | £300.00 | Silt Testing 2025 |
| Amazon | BACS959 | £34.98 | ATM Balloon Arch Kit |
| James Hallam | BACS960 | £704.00 | Van Insurance 03/26-03/27 |
| Mulberry Local Authority | BACS961 | £78.00 | Chairman Training – Cllr Botham |
| CPBC | BACS962 | £13,907.66 | By Election 2025/Hall Hire 30/5 & 03/10 |
| National Pen | BACS963 | £902.42 | Promotional items |
| EDF | BACS964 | £227.47 | Electric Bill Jan/Feb – Denham Road |
| | | | |
| TOTAL | | £23,377.16 | |

CO/171/25 – TO NOTE A REPORT FROM THE COMMUNITY OFFICER ON MATTERS RELATING TO CANVEY ISLAND.

Members noted the report. The Community Officer advised that the water works at South Walters was still ongoing and the plants in most planters in the Town Centre have been vandalised and the Police will be looking to attempt to recover the funds of this vandalism.

CO/172/25 – TO NOTE THE HEALTH AND SAFETY REPORTS DETAILING INCIDENTS AND ACTIONS COMPLETED IN RELATION TO OPEN SPACES.

Members noted the reports.

CO/173/25 – REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND.

No reports were provided. Members noted following a query from the Town Clerk that the fencing along the banks of the seawall should be removed in April.

CO/174/25 – REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr Blackwell advised that the contractor responsible for changing the road markings around Waterside roundabout has been instructed to put these back to the original markings.

*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/175/25 – TO CONSIDER AND AGREE THE TENDER FOR THE PERMANENT AND TEMPORARY SEASONAL PLANTING DECORATIONS CONTRACT.

Members considered the report and recommendation following the evaluation panel members assessment and scoring of the tender submissions and **RESOLVED** to appoint Aspect Maintenance Ltd on a 5-year contract at a cost of £8,949.12 per annum.

CO/176/25 – TO CONSIDER AND AGREE THE TENDER FOR THE MAINTENANCE SERVICE FOR THE CONCORD BEACH TIDAL POOL CONTRACT.

Members considered the report and recommendation following the evaluation panel members assessment and scoring of the tender submissions and **RESOLVED** to appoint Aspect Maintenance Ltd on a 5-year contract at a cost of £6,555.40 per annum.

The meeting closed at 8.00pm.

TOWN MAYOR

18th May 2026