

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF
CANVEY ISLAND TOWN COUNCIL
HELD AT THE YACHT CLUB, POINT ROAD, CANVEY ISLAND, SS8 7TX
ON MONDAY 28TH JUNE 2021 AT 7.30PM**

PRESENT:

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

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

Cllr Palmer, Town Mayor requested a minute silence in memory of Cllr Neville Watson who was well known to all on the council and recently sadly passed away.

CO/032/21 - APOLOGIES FOR ABSENCE

All members were present.

CO/033/21 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declaration of interests was received.

CO/034/21 - 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

Two members of the public spoke on behalf of item 8 on the agenda, the consideration of blue plaques and in relation to Nurse Ada Andrews explaining her life and achievements and why the council should consider providing a plaque.

Members **RESOLVED** to bring forward item 8 of the agenda.

CO/035/21 – TO CONSIDER AND AGREE THE APPLICATIONS MADE FOR BLUE PLAQUES.

Members considered the applications received and **RESOLVED** unanimously to purchase plaques for Nurse Ada Andrews and Clara James. Members requested that the Town Clerk investigate permission for installing the plaques on the proposed locations of the Labour Club in Lionel Road and the Friends of Concord Beach hut at the seafront.

CO/036/21 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THE 4TH MAY 2021.

Members **RESOLVED** that the minutes of the Annual Council meeting held on the 4th May 2021 be confirmed as a true record of the proceedings and were signed by the Town Mayor.

CO/037/21 – TO NOTE THE REPORT OF OFFICERS DECISIONS UNDER DELEGATED POWERS.

Members noted the decision to increase the annual Labworth Gardens contract by £480.00 to include the annual planting required for the two new raised beds already approved by the council.

CO/038/21 – TO NOTE THE CLERKS REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.

Members noted the report.

CO/039/21 – TO RECEIVE A REPORT REGARDING THE PROGRESS OF THE BIG LOCAL GUNNY PROJECT AND THE PROPOSED RESPONSIBILITIES FOR THE COUNCIL TO CONSIDER.

Members reviewed the plans submitted, notes taken from the Town Clerks meeting with the Big Local's

representative detailing the councils expected responsibilities and the draft budget of known costs and **RESOLVED** unanimously to defer any decision relating to this project due to the uncertainty of costs and budget considerations.

CO/040/21 – CONSIDER AND AGREE ACTIONS FOR CANVEY LAKE:

a) TO NOTE A VERBAL REPORT REGARDING THE BANK EROSION AT CANVEY LAKE WITH INVESTIGATED COSTS AND CONSIDER AND AGREE HOW THE COUNCIL WISH TO PROCEED.

Members noted the investigations, costs obtained and the site visit which took place on the 16th June 2021 and **RESOLVED** that as the bank erosion is mainly caused by water flow from the pumps the Town Clerk should contact the Environment Agency for assistance with any costings to prevent further erosion.

b) TO CONSIDER AND AGREE INSTALLING ADDITIONAL FISHING PREVENTION POSTS AT A COST OF £575.00.

Members considered the request from a resident to install additional fishing prevention posts and **RESOLVED** 10 in favour and 1 against to install the posts as requested and to appoint CB Landscapes at a cost of £575.00.

c) TO CONSIDER AND AGREE THE INSTALLATION OF ADDITIONAL GUARD RAILS AT THE DENHAM ROAD BRIDGE FOLLOWING A REQUEST FROM ECC REGARDING HEALTH & SAFETY CONCERNS.

Members considered the request from ECC following a complaint made by a resident regarding the H&S issues at this location and **RESOLVED** unanimously to appoint Savage Metal Works to install guard rails at either end of Denham Road bridge at a cost of £1,820.00.

CO/041/21 – TO NOTE THE REPORT FROM THE WORKING GROUP MEETING ON THE 24TH MAY 2021 AND THE PROGRESS OF THE PROPOSAL FOR THE COVID MEMORIAL GARDEN.

Members noted the progress made so far and the additional information provided at the meeting following a visit to a stone masons on the 23rd June 2021 and **RESOLVED** unanimously to progress the project as agreed, to vire any required funds from the unused Wildlife Day budget and delegated the power to the Town Clerk in consultation with the Leader of the Council and the Policy & Finance Chairman to seek sponsorship and finalise the project without further consideration needed by the Council.

CO/042/21 – TO NOTE THE APPLICATIONS RECEIVED TO USE THE BAND STAND

Members noted the applications received from the Canvey Island Rotary Club for the 'T' by the Sea event and a letter from a local jazz band to utilise the facility, however, an application form has not yet been submitted.

CO/043/21 – TO CONSIDER AND AGREE THE RECOMMENDATIONS FOR CHANGES TO THE 2021 CHRISTMAS EVENT FOLLOWING THE COMMUNITY WORKING GROUP MEETING.

Members reviewed the report provided and the notes from the working group meeting on the 14th June 2021 and **RESOLVED** unanimously to change the format of the Christmas event for 2021 to not provide staged entertainment, to continue with the funfair rides and road closure with a Christmas themed market, to hire an ice rink at a maximum cost of £3000 and hire a Santa's grotto at a maximum cost of £2500.

CO/044/21 – TO CONSIDER AND AGREE THE RECOMMENDATIONS FOR CHANGES TO THE SUMMER EVENTS PROGRAMME 2021 & 2022 FOLLOWING THE COMMUNITY WORKING GROUP MEETING.

Members reviewed the report provided and the notes from the working group meeting on the 14th June 2021 and **RESOLVED** unanimously to discontinue the Beach Fun Day, to not hire entertainment for 2021 but to continue to hold the Canvey Lake Picnic on Friday 20th August 2021 as a covid safe event if the current restrictions are not increased. Members reviewed the events programmed for 2022 and **RESOLVED** unanimously to continue with entertainment such as the Punch and Judy shows which will be held at the Bandstand, to work with schools and other organisations to put on classes, workshops, and

events within other venues – such as Active Essex putting on sports classes within a school and to create Activity Packs to include money off vouchers and activity ideas to be distributed from the office.

CO/045/21 – TO NOTE THE COMPLETION OF THE INTERNAL AUDIT ON THE 1ST JUNE 2021 AND THE REPORT PROVIDED.

Members noted the report with no recommendations made.

CO/046/21 – TO NOTE THE IMPLEMENTATION OF THE NEW EMAIL ADDRESSES FOR ALL TOWN COUNCILLORS AND THE LIVE DATE OF THE 7TH JUNE 2021.

Members noted that all members apart from Cllr Blackwell had set up the new email addresses.

CO/047/21 – TO NOTE THE LETTER SENT TO THE EALC REGARDING THE AFFILIATION FEES, THE RESPONSE RECEIVED AND AGREE HOW TO RESPOND.

Members noted the letter sent to the EALC in relation to its request at a meeting on the 4th May 2021 and was disappointed that there had been no acknowledgment made and a response received from the Chief Executive Officer which would have been the correct procedure. Members **RESOLVED** unanimously that the Town Clerk respond advising that the council does not wish to attend a meeting with the chairman as requested until it has decided and considered the benefits of staying with the EALC.

CO/048/21 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.

29th June 2021 — NO 1 ACCOUNT

Company	Reference	Amount	Description
Tindle Newspapers Essex & Kent	BACS205	£960.00	Wrap – Canvey & Benfleet Times June 2021
SFB Solutions Ltd	BACS206	£72.00	Rectify issue with CCTV including remote access
Stanley Marsh & Co. Ltd	BACS207	£2,500.00	No 11 rent – 26/06/21 to 26/09/2021
E. De Can	BACS208	£29.47	Water & Cleaning Products
Office Needs	BACS209	£129.64	Stationary & 2 nd class stamps
Design4Print	BACS210	£604.43	Garden Trail programmes & Posters / AFD Banners
K. Reader – Dream Clean	BACS211	£70.00	Office Cleaning – 09/06 & 23/06
Canvey Island Horticultural Society	BACS212	£386.81	Annual management fee for allotment sites - 2021
	TOTAL	£4,752.35	

CO/049/21 – TO NOTE THE REPORTS PROVIDED FROM THE FOLLOWING FORUMS AND GROUPS:

- **WYVERN COMMUNITY TRANSPORT – 22ND MARCH, 31ST MARCH AND 24TH MAY 2021**

Members noted the reports.

CO/050/21 – TO RECEIVE A WRITTEN REPORT FROM THE COMMUNITY WARDEN ON MATTERS RELATING TO CANVEY ISLAND

Members noted the report provided by the Community Warden including litter at the band stand and the flooding issues at the Wildflower Meadow which has impeded some areas of growth.

CO/051/21 – TO NOTE THE HEALTH & SAFETY REPORT DETAILING INCIDENTS AND ACTIONS COMPLETED IN RELATION TO OPEN SPACES

Members noted the reports.

CO/052/21 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

No updates were provided.

CO/053/21 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr May updated members on the project to plant trees and an update on the works being carried out on the Benfleet bridge.

*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/054/21 – TO CONSIDER AND AGREE THE TENDERS RECEIVED FOR THE CHRISTMAS LIGHTING CONTRACT

Members considered the five Festive Lighting tenders received and **RESOLVED** to appoint Aylesford Electrical for the 3-year contract at an annual cost of £7,264.00.

The meeting closed at 9.10pm.

TOWN MAYOR

6th September 2021