

Canvey Island Town Council



TO ALL MEMBERS OF THE COUNCIL




Dear Councillors,

I hereby summon you to attend an **ONLINE MEETING** of **CANVEY ISLAND TOWN COUNCIL** to be held on **MONDAY 29TH MARCH 2021** commencing at **10.00AM** for the transaction of business as set out below.

Any member who is unable to attend the meeting should send their apologies before the meeting.

Yours faithfully


Mrs E. De Can
Town Clerk

24th March 2021

LOGIN DETAILS – Please follow these instructions:

Join Zoom Meeting

<https://us02web.zoom.us/j/89691074711?pwd=WkpzQmV5WmU0aFBxSWg5Nkg1TjI1Zz09>

Meeting ID: 896 9107 4711

Passcode: 572108

Please call the Town Clerk on 07985 485328 if you are experiencing any problems logging in.

A G E N D A

1. Apologies for absence
2. To receive declarations of interest in items on the agenda
3. 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.
4. To confirm and sign as a true record the minutes of the Online Council meeting held on 22nd February 2021.
5. To note the report of Officer Decisions under delegated powers and background papers.
6. To note the Clerks report of ongoing projects and not on the agenda (Appendix A)
7. To consider and agree changing the dates for the Annual Council Meeting and Annual Town Meeting so these can be held online.
8. To review the office risk assessment to agree when the office will re-open to the public. (Appendix B)
9. To consider and agree putting all meetings on hold after the 7th May 2021 should the existing regulation for virtual meetings not be extended and agree delegated powers as per the existing Business Continuity Plan until face to face meetings can be held safely.
10. To consider and agree the recommendations and proposal for the COVID memorial garden (Appendix C).
11. To consider and agree making further representation at the Castle Point Local Plan Hearing in relation to previous comments made regarding the soundness of the plan.



12. To consider and agree the cost of £670.00 to install two raised beds at the rear of the Labworth Memorial Gardens and £450.00 to repair and repoint the dilapidated brickwork around the larger circular planter by the existing maintenance contractor.
 13. To consider and agree the date of the 20th September 2021 for the Annual Community Awards.
 14. To consider and agree purchasing a laptop via external funding to provide an internet resource for members of the public.
 15. To consider and agree allowing Essex Police to conduct Beat Surgeries in the Council office during working hours at least once every six weeks.
 16. To consider and agree implementing council email addresses for all Town Councillors.
 17. To note the accounts payments previously agreed under delegated powers.
 18. To note the reports provided from the following forums and groups:
 - Wyvern Community Transport – 25th January 2021 (Appendix D)
 19. To note the report from the Community Warden on matters relating to Canvey Island (Appendix E)
 20. To note the Health & Safety report detailing incidents and actions completed in relation to open spaces (Appendix F).
 21. Reports from Castle Point Borough Councillors on matters relating to Canvey Island.
 22. Reports from Essex County Councillor on matters relating to Canvey Island.
- 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*
23. To consider and agree the tenders received for the Tidal Pool contract.
 24. To consider and agree the specification for the Christmas Lighting tender.