

**MINUTES OF THE PROCEEDINGS AT THE ONLINE MEETING OF
CANVEY ISLAND TOWN COUNCIL
ON MONDAY 8TH JUNE 2020 AT 11.00AM**

PRESENT:

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

Present: Mrs E. De Can – Town Clerk
Miss J. Smith – Deputy Clerk
Mrs L. Gould – Community and Events Officer
1 member of the public

CO/001/20 – APOLOGIES FOR ABSENCE

Cllr N. Harvey and Cllr B. Campagna.

CO/002/20 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interest were received.

CO/003/120 - 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

No members of the public wished to speak.

CO/004/20 – TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON 24TH FEBRUARY 2020 AND 23RD MARCH 2020

Members **RESOLVED** that the minutes of the Council meetings held on the 24th February 2020 and 23rd March 2020 be confirmed as a true record of the proceedings and are to be signed by the Town Mayor at the next available opportunity.

CO/005/20 – TO APPROVE THE ANNUAL COUNCIL MEETING BEING POSTPONED UNTIL MAY 2021 AND CONSIDER AND AGREE ALL CURRENT APPOINTMENTS INCLUSIVE OF THE TOWN MAYOR BEING CONTINUED UNTIL THE NEXT ANNUAL COUNCIL MEETING IN MAY 2021.

Members unanimously **RESOLVED** that the Annual Council Meeting be postponed and all current appointments inclusive of the Town Mayor be continued until May 2021.

CO/006/20 – TO CONSIDER AND APPROVE THE VIRTUAL MEETINGS POLICY AND ADDENDUM TO STANDING ORDERS

Members considered the draft Virtual Meetings Policy and addendum to standing orders and unanimously **RESOLVED** the approval of both documents.

CO/007/20 – TO NOTE THE AMENDMENTS TO THE STANDING ORDER TERMS OF REFERENCE TO REMOVE COMMITTEES AND AGREE THE RECOMMENDATIONS TO INCLUDE ACTION REQUIRED WHEN DECLARING A SIGNIFICANT INTEREST

Members noted the amendment of the Terms of Reference to remove the Environment & Open Spaces Committee and Community Relations Committee and unanimously **RESOLVED** to approve the addition to section 13d to clarify the action required when declaring a significant interest.

CO/008/20 – TO APPROVE AND SIGN THE ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31ST MARCH 2020

Members considered the findings of the review of the effectiveness of its system of internal controls and **RESOLVED** to approve and sign the Annual Governance Statement for the year ending 31st March 2020.

CO/009/20 – TO APPROVE THE ANNUAL ACCOUNTS FOR THE YEAR ENDING 31ST MARCH 2020
Members considered and **RESOLVED** to accept and approve the Annual Statement of Accounts for year ending 31st March 2020 and noted the completion of the Internal Audit on the 2nd June 2020 with no issues to report and that the Town Mayor will verify the remaining account reconciliations that were due to be reported to the Policy & Finance committee in April 2020..

The meeting closed at 11.20am.

TOWN MAYOR

27th July 2020