

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF  
CANVEY ISLAND TOWN COUNCIL  
ON MONDAY 8<sup>TH</sup> DECEMBER 2025 AT 7.00PM**

**PRESENT:**

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

**Also present:** Mrs E. De Can – Town Clerk  
Mrs L. Gould – Deputy Clerk  
Mrs A. Wakenell – Community Officer

**CO/098/25 - APOLOGIES FOR ABSENCE**

Written apologies received, approved and reason given by Cllr P. May. Other apologies noted for Cllr S. Sach.

**CO/099/25 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

No declarations of interest were received.

**CO/100/25 - 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/101/25 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETINGS HELD ON THE 6<sup>TH</sup> OCTOBER 2025.**

Members **RESOLVED** that the minutes of the Council meetings held on the 6<sup>th</sup> October 2025 be confirmed as a true record of the proceedings and signed by the Town Mayor.

**CO/102/25 – TO CONSIDER AND AGREE THE RECOMMENDATIONS FROM THE POLICY AND FINANCE COMMITTEE MEETING HELD ON THE 17<sup>TH</sup> NOVEMBER 2025 AND THE RECOMMENDATION TO POSTPONE THE BUDGET SETTING UNTIL THE 19<sup>TH</sup> JANUARY 2026.**

Members noted the minutes of the Policy & Finance meeting held on the 17<sup>th</sup> November 2025 and **RESOLVED** that the minutes are adopted by the Council and recommendations made were agreed and the minutes are to be signed by the Chairman of the committee at the next Policy & Finance meeting except for minute P&F/015/25 which will be postponed and discussed at the Full Council meeting on the 19<sup>th</sup> January 2026

**CO/103/25 – 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 attended or invited to such as the Cast & Crew Panto, Leigh Beck Junior School Carols, the Havens Light up a Life Service, the Mayors Civic Carol Service at the Salvation Army, the Heritage Centre/Bay Museum Militaria Exhibition, the Remembrance Day Service at the Paddocks and the 1st Friends Nursery Opening.

**CO/104/25 – TO NOTE THERE HAVE BEEN NO OFFICER DECISIONS UNDER DELEGATED POWERS SINCE THE LAST MEETING.**

Noted.

**CO/105/25 – TO RECEIVE A VERBAL REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.**

Members noted the report.

**CO/106/25 – TO REVIEW THE RESPONSES FROM THE COMMUNITY CONSULTATION AND CONSIDER WHICH SUGGESTIONS SHOULD BE INVESTIGATED FOR FUTURE BUDGET CONSIDERATIONS.**

Members reviewed the responses from the Community Consultation and **RESOLVED** to investigate a community plaque scheme, as well as opportunities to enhance the Town Council's youth engagement. It was requested that investigations be made into working with the Borough Council's youth council as well as the Pride of Place board. Members requested that the Deputy Clerk research potential projects to be presented to full council for consideration. Members asked that the issues raised in the consultation regarding the pathway at Concord Beach are raised with the revetment works contractor and Borough Council.

**CO/107/25 – TO CONSIDER AND AGREE A RESPONSE TO THE LOCAL GOVERNMENT REORGANISATION CONSULTATION.**

Members reviewed the consultation documents and **RESOLVED** to support the proposal of five unitary councils as proposed by Southend-on-Sea City Council, Chelmsford City Council, Basildon Borough Council, Brentwood Borough Council, Castle Point Borough Council, Colchester City Council, Harlow District Council, Maldon District Council, Tendring District Council and Uttlesford District Council:

- West: Uttlesford, Harlow, Epping Forest
- North East: Braintree, Colchester, Tendring
- Mid: Brentwood, Chelmsford, Maldon
- South West: Thurrock, Basildon
- South East: Castle Point, Southend, Rochford

In response to the consultation questions members resolved to answer the following:

1. To what extent do you agree or disagree that the proposal suggests councils that are based on sensible geographies and economic areas?  
Response: Somewhat agree
2. To what extent do you agree or disagree that the proposed councils will be able to deliver the outcomes they describe in the proposal?  
Response: Don't know
3. To what extent do you agree or disagree that the proposed councils are the right size to be efficient, improve capacity and withstand financial shocks?  
Response: Somewhat agree
4. To what extent do you agree or disagree that this proposal will put local government in the area as a whole on a firmer footing, particularly given that some councils in the area are in Best Value Intervention and in receipt of Exceptional Financial Support?  
Response: Don't know
5. To what extent do you agree or disagree that the proposed councils will deliver high quality, sustainable public services?  
Response: Strongly agree
6. To what extent do you agree or disagree that the proposal has been informed by local views and will meet local needs?  
Response: Don't know
7. To what extent do you agree or disagree that establishing the councils in this proposal will support devolution arrangements, for example, the establishment of a strategic authority?  
Response: Strongly agree
8. To what extent do you agree or disagree that the proposal enables stronger community engagement and gives the opportunity for neighbourhood empowerment?  
Response: Neither agree nor disagree.

Members **RESOLVED** to only provide a response to the consultation on the one proposal that is being supported.

**CO/108/25 – TO CONSIDER AND AGREE THE COSTS FOR THE BUSHES TO REPLACE THE BROKEN FENCING IN THE LABWORTH MEMORIAL GARDENS.**

Members considered the quotes provided and **RESOLVED** that a further breakdown of the costs should

be provided specifically the cost of labour and plants before a decision is made.

Cllr Blackwell left the meeting.

**CO/109/25 – TO CONSIDER AND AGREE CHANGING THE OFFICE OPENING HOURS.**

Members considered the office opening hours and **RESOLVED** to change the hours that the office will be open to the public to Tuesday, Wednesday and Thursday 9.30am to 4.30pm.

**CO/110/25 - TO CONSIDER AND AGREE APPOINTING A REPRESENTATIVE TO THE NEIGHBOURHOOD BOARD.**

Members noted that the terms of reference for the board have been amended to allow a representative from the Town Council which can be an officer or a Councillor. Member **RESOLVED** to appoint the Town Clerk as the representative for the Town Council.

**CO/111/25 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.**

**8<sup>th</sup> December 2025 NO 1 ACCOUNT**

<b>Company</b>	<b>Reference</b>	<b>Amount</b>	<b>Description</b>
Top of the Mops	BACS909	£18.00	Cleaning 25/11.
Aspect Maintenance Ltd	BACS910	£6,335.09	December Maintenance
Castle View School	BACS911	£23.40	Sponsor Banners x 2
Brunel Engraving Company	BACS912	£484.74	Plaques – memorial gardens
Essex Community First Aid	BACS913	£125.00	First Aid Cover
Island Inflatables	BACS914	£2,205.00	Grotto/Tables/Play Bus/Stage
VIP Security Services	BACS915	£1,471.20	Security x 8
SLCC	BACS916	£149.40	Charles Arnold Baker 14 <sup>th</sup> Edition
Viking Office Uk	BACS917	£55.89	Stationery
AA Signs	BACS918	£1,651.20	Road Closure Signs
Redwood Tree & land Services	BACS919	£1,860.00	Crown Reduction x 6 trees
B.B. Grouts	BACS920	£180.00	Gingerbread x 3 boxes
EDF Energy Customers Ltd	BACS921	£156.00	Annual Meter Charge – Lake Kiosk
C B Landscapes	BACS922	£120.00	Annual maintenance – 47 trees
Harry Fairhead Ltd	BACS923	£988.80	Christmas Tree
SparkX Ltd	BACS924	£510.00	Replacement vandalised tree lights
Big Bear Promo Ltd	BACS925	£1,968.00	Bike Lights
Irvin Leisure Entertainment Ltd	BACS926	£1,800.00	Helter Skelter
<b>TOTAL</b>		<b>£20,101.72</b>	

**CO/112/25 – TO NOTE A REPORT FROM THE COMMUNITY OFFICER ON MATTERS RELATING TO CANVEY ISLAND.**

Members noted the report. The Community Officer advised that all new bins have been installed, however, one has already been vandalised and damaged. All the bridges at Canvey Lake have now been painted and some tree work has been completed, however, there is additional tree work required, and further costs are being obtained. The replacement plastic in the play unit at Canvey Lake play area has been installed, the bandstand has been painted, and locality funding has been successfully obtained for the replacement Canvey 2000 plaques in the Memorial Gardens. It was noted that one joint at the tidal pool has been replaced and that the rocks need to be replaced on the outer corner of the pool.

**CO/113/25 – TO NOTE THE HEALTH AND SAFETY REPORTS DETAILING INCIDENTS AND ACTIONS COMPLETED IN RELATION TO OPEN SPACES.**

Members noted the reports.

**CO/114/25 – REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND.**

No reports provided.

**CO/115/25 – REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND**

No reports provided.

The meeting closed at 9.00pm.

TOWN MAYOR

19<sup>th</sup> January 2026