

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF
CANVEY ISLAND TOWN COUNCIL
HELD AT THE COUNCIL OFFICE, 13 HIGH STREET, CANVEY ISLAND, SS8 7RB
ON MONDAY 6TH SEPTEMBER 2021 AT 7.30PM**

PRESENT:

Councillors: Cllr B. Palmer, Cllr D. Anderson, 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

CO/055/21 - APOLOGIES FOR ABSENCE

Apologies were accepted for Cllr Blackwell and Cllr Greig. Cllr E. Harvey was not present.

CO/056/21 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interests were received.

CO/057/21 - 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

No members of the public were present.

CO/058/21 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 28TH JUNE 2021.

Members **RESOLVED** that the minutes of the Council meeting held on the 28th June 2021 be confirmed as a true record of the proceedings and were signed by the Town Mayor.

CO/059/21 – TO CONSIDER AND AGREE THE RECOMMENDATIONS FROM THE POLICY AND FINANCE COMMITTEE MEETING HELD ON THE 26TH JULY 2021.

Members noted the minutes of the Policy & Finance meeting held on the 26th July 2021 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.

CO/060/21 – TO NOTE THE REPORT OF OFFICERS DECISIONS UNDER DELEGATED POWERS AND BACKGROUND PAPERS.

Members noted the decision for staff fire training at a cost of £280.00 and the purchase of the Covid plaque at a cost of £444.84.

CO/061/21 – TO NOTE THE CLERKS REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.

Members noted the report. The Town Clerk confirmed that the Blue Plaques had been ordered, however, the Labour Club had not responded to the councils request to site a plaque at this location therefore other potential locations are being investigated.

Members requested an update on the Covid Memorial Garden. The Town Clerk confirmed that all materials, plaque and stand and soil had been ordered, however, there has been a delay with Cllr Blackwell seeking funding for the plants which will now not be possible. A meeting took place with Cllr Blackwell and the councils preferred contractor to discuss planting options and the winter/spring planting which are now required will not be available until mid-November. Members agreed that the planter should be built and prepared by the end of October ready for planting in November.

CO/062/21 – TO CONSIDER AND AGREE THE RECOMMENDATIONS FOR THE COUNTRY SHOW.

Members considered the report provided by the Community & Events Officer and **RESOLVED** unanimously to hold a country show type event on Saturday 28th May 2022, to incorporate the Queen’s Platinum Jubilee Celebrations, to set a budget of £7,000 using the funds which would have been set aside for the Wildlife Day and Armed Forces Day and to keep the Armed Forces Day celebrations for 2022 the same as they were in 2021 with the decoration of the town centre.

CO/063/21 - TO NOTE THE SLIDES FOLLOWING A MEETING WITH THAMES21 REGARDING BUILDING COMMUNITY RESILIENCE (BRIC) AND CONSIDER AND AGREE A REPRESENTATIVE FOR THE PROJECT.

Members noted the slides provided detailing the project and **RESOLVED** unanimously that the Town Clerk should remain as the council’s representative for the project. The Town Clerk confirmed that information events were planned for the Knightswick Centre in September and outside the Town Council office in October.

CO/064/21 - TO CONSIDER AND AGREE THE PROPOSAL TO PLANT 40 NEW TREES AROUND CANVEY LAKE AS PART OF THE ESSEX FOREST INITIATIVE.

Members noted the proposal and draft location plan and **RESOLVED** unanimously to approve the project in principle until further details can be provided, and funding is confirmed.

CO/065/21 - TO NOTE THE RESPONSE FROM THE ENVIRONMENT AGENCY REGARDING THE BANK EROSION AND AGREE HOW TO PROCEED.

Members noted the response from the Environment Agency and following serious consideration and the implications of taking no action **RESOLVED** unanimously to appoint Aspect Maintenance Ltd to provide repairs to the bank erosion as per the quote provided at a cost of £7,600.00.

CO/066/21 - TO CONSIDER AND AGREE WHETHER THE COUNCIL WISH TO CONTINUE TO RECORD ITS MEETINGS ONLINE AT A COST OF £150.00 PER ANNUM.

Members **RESOLVED** unanimously that the council will no longer provide online recordings of meetings.

CO/067/21 - TO CONSIDER AND AGREE THE EXTENSION OF THE WILDFLOWER MEADOW TREE MAINTENANCE AND GRASS CUTTING FOR A FURTHER 3 YEARS AT A REDUCED COST OF £620.00 PER ANNUM.

Members considered the proposal and **RESOLVED** unanimously to extend the contract for a further 3 years with CB Landscapes and noted that only the 6 replacement trees will require watering as most trees are now established and that any new trees and maintenance will be at an extra cost.

Members discussed the Wildflower Meadow and the issues that had arisen getting the meadow to the stage that it is now. Members noted that the meadow had been re-seeded with a wildflower seed mix at the beginning of 2021 and agreed that there were many wildflowers present although not many colours were evident, however, it will need time to establish. It was noted that the maintenance contract had been renewed with council agreement in March 2021 for a further 5 years and members agreed that the meadow will be reviewed at the end of the contract.

CO/068/21 - TO NOTE THE DATES OF THE 2021 BEACH CLEAN EVENTS ARRANGED FOR 21ST, 24TH AND 25TH SEPTEMBER 2021.

Members noted the dates of the next beach clean events, and that Lubbins School were conducting an event with the council on the 24th September with years 5 & 6.

CO/069/21 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.

7th September 2021 — NO 1 ACCOUNT

Company	Reference	Amount	Description
Friends of St Katherine’s Cemetery	BACS236	£500.00	Grant – Garden Improvements
Fullmen Limited	BACS237	£144.00	Remove & replace aircon bolts

Viking Office Supplies	BACS238	£40.40	Stationary & eye wash
TrophyStore.co.uk Limited	BACS239	£232.44	6x Plaques for Community Awards
Dream Clean	BACS240	£70.00	Office Cleaning 04/08 & 18/08
Design4Print	BACS241	£30.00	250x A5 Leaflet Lake Picnic
Office Needs	BACS242	£75.17	Stationary / Graffiti Wipes
Aspect Maintenance Ltd	BACS243	£4,709.49	Maintenance – August 2021
Tindle Newspapers Essex & Kent	BACS244	£960.00	August Wrap – Canvey & Benfleet Times
SLCC Enterprises Ltd	BACS245	£54.00	SLCC Training Seminar - EDC
Phuse Media	BACS246	£204.00	Website Hosting / SSL Certificate
MJM Software Limited	BACS247	£379.98	Annual Maintenance / Network Switch
PKF Littlejohn LLP	BACS248	£720.00	External Audit 2020/21
TOTAL		£8,119.48	

CO/070/21 – TO RECEIVE A REPORT FROM THE COMMUNITY WARDEN ON MATTERS RELATING TO CANVEY ISLAND

Members noted the report provided by the Community Warden including the completion of the Denham Road bridge railings, an update on the tragedy that occurred at the lake on the bank holiday weekend and the persistent issue with graffiti at the play area and notice boards.

CO/071/21 – TO NOTE THE HEALTH & SAFETY REPORT DETAILING INCIDENTS AND ACTIONS COMPLETED IN RELATION TO OPEN SPACES

Members noted the reports.

CO/072/21 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr Palmer advised that there had been many complaints made regarding the installation of a new 5G mast.

CO/073/21 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr May advised that he had arranged another meeting regarding Roscommon Way, he had spoken to the Police Chief Inspector regarding parking and cars driving the wrong way along New Road and issues that had been raised with parking at Anthony Close.

Cllr N. Harvey asked Cllr May to speak to the police regarding the continuous issue of speeding electric scooters.

The meeting closed at 9.00pm.

TOWN MAYOR

18th October 2021