

Canvey Island Town Council



TO ALL MEMBERS OF THE COUNCIL

Dear Councillors,

I hereby summon you to attend a **MEETING** of **CANVEY ISLAND TOWN COUNCIL** to be held in the **DELLAWAY ROOM, PADDOCKS COMMUNITY CENTRE, LONG ROAD, CANVEY ISLAND, SS8 0JA** on **MONDAY 1ST SEPTEMBER 2025** commencing at **7.00pm** 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

Elaine De Can

Mrs E. De Can
Town Clerk

27th August 2025

The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed, or otherwise reported about please make yourself known to the Town Clerk.

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 questions from members of the community of Canvey Island of which notice has been received for a period not exceeding ten minutes.
4. To confirm and sign as a true record the minutes of the Council meeting held on 23rd June 2025.
5. To confirm and sign as a true record the minutes of the Policy & Finance Meeting held on the 28th July 2025.
6. To receive a report from the Town Mayor on activities and events since the last meeting.
7. To note the report of Officer Decisions under delegated powers and background papers since the last meeting.
8. To receive a verbal report on the Clerks progress of ongoing projects and not on the agenda.
9. To consider and agreed holding a meeting on the 17th September 2025 to review and provide a response to the Castle Point Local Plan consultation.
10. To consider and agree the CITC Public Consultation Questionnaire and the costs for assistance with the delivery of the consultation to be rolled out by October 2025.

The Paddocks Community Centre, Long Road, Canvey Island, SS8 0JA

Tel: 01268 683965 Email: clerk@canveyisland-tc.gov.uk

www.canveyisland-tc.gov.uk



11. To consider and agree a response to the Castle Point Borough Council Bathing Water Application.
12. To note the formal response to the 2023/24 AGAR objections (Appendix A).
13. To consider and agree joining the Great Collaboration for Council and community climate action by declaring a climate emergency and formulate a climate action plan.
14. To confirm accounts for payment as previously agreed.
15. To note a report from the Community Officer on matters relating to Canvey Island (Appendix B)
16. To note the Health & Safety reports detailing incidents and actions completed in relation to open spaces (Appendix C).
17. Reports from Castle Point Borough Councillors on matters relating to Canvey Island.
18. 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.*

19. To consider and agree the quotes received for the Labworth Memorial Gardens/Band Stand contract (Appendix D).

**MINUTES OF THE PROCEEDINGS AT THE ANNUAL MEETING OF
CANVEY ISLAND TOWN COUNCIL
ON MONDAY 23RD JUNE 2025 AT 7.00PM**

PRESENT:

Councillors: Cllr S. Sayes, Cllr D. Anderson, Cllr A. Acott, Cllr S. Sach, Cllr J. Anderson, Cllr R. Langley, Cllr P. May, Cllr S. Brooke, and Cllr B. Botham

Also present: Mrs E. De Can – Town Clerk
Mrs L. Gould – Deputy Clerk
Mrs A. Wakenell – Community Officer
12 members of the public.

The Town Mayor welcomed Cllr Reece Langley and congratulated him on being elected as a Town Councillor in the recent by-election.

CO/036/25 - APOLOGIES FOR ABSENCE

Written apologies received and reason given by Cllr D. Blackwell. Verbal apologies received and reason given by Cllr E. Harvey.

CO/037/25 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declaration of interests was received.

CO/038/25 - 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

Questions to the Leader of the Council
From Felicity Macdonald.

Question 1:

I'm writing to express my concerns regarding the deterioration of the lake and the vulnerability of all wildlife who use this area as their habitat and consequently, their breeding ground. I would like to put my questions to the Leader of the Town Council, Councillor Steven Sach to be read out and subsequently answered at the next scheduled Council meeting. I would also be grateful if I could have his response to me via an email so that we can confirm such correspondence has passed between us. Firstly, I think it only manners if I introduce myself to you Councillor Sach my name is Felicity MacDonald and I reside in the Republic Ireland, County Cork. I am aware that you have seen many threads on the FOCL page from me voicing my concerns about the ongoing deterioration of the lake so before you express any contrary views about me not being a resident of Canvey, I would like to put the record straight. I attended both Primary and Secondary Education in schools on Canvey and later in life I was a resident with my late husband and child, so I think that qualifies me for my interest and dissatisfaction regarding the lake. Firstly, could you please tell me what you describe the lake as, is it a holding site for surface water or is it a lake, or does it serve the purpose of both uses but is called a Lake. Your signage describes it as a lake, as do your benches and it is commonly known as 'the Lake.' If it is only a holding site for run-off from the roads and a flood preventative does this mean that this stretch of water is solely for that purpose and none other and if so, that being the case, why does all your signage address it as a lake? The wildlife who use this stretch of water for their habitat and breeding give people great pleasure, it is also a place where one can escape roads and relax while watching the wildlife, but the health of the birds has to be taken seriously which comes at a cost, people are involved in their welfare, the surrounds in which they live become hazardous to their lives when reeds are let to rampantly grow, and the rubbish thrown into the lake along with the natural build-up of silt is a toxic killer. I understand the byelaw prohibits any one from helping out in areas such as rubbish collection (in and out of water) the cutting back of reeds, and general sympathetic maintenance to ensure that all life on the lake stays happy and healthy. That being the case, wouldn't it make sense to have the out-of-date byelaw revoked, what are your views on this please?

Response: Provided by Email from the Leader of the Council on the 10th June 2025.

It is unknown by the Town Council as to why the open space is called Canvey Lake as this appears to be due to historical reasons and everybody knows it as a lake, however, over time the function of the lake has changed and it is now utilised by the Environment Agency as part of Canvey Island flood defence system which the Town Council has no control over. The pumps and weirs are controlled by the Environment Agency, and it is my understanding that when there is heavy rainfall and the lake hits a certain water level these pumps will activate and feed the water out of the lake into the tidal system. The reeds are cut annually around the edges of the lake; however, the Town Council can investigate cutting back the reeds as part of a larger project.

The bye law has been in place for various reasons and one of those is to prevent actions on the lake which the Town Council has not authorised. If any registered group approaches the Town Council to help to litter pick and do other general clean-up operations it would be considered by the Council. Any changes to the byelaw would be a Council decision.

Question 2:

From Alan Tibbit.

Since the Lease for Canvey Lake was signed in 2010, will the Leader please let the residents know what requests for funding have been made to any organisation at all, including businesses and Charities that can assist, such as RSPB etc. Of the requests for help for financial assistance made, to ensure the terms of the Lease could be fulfilled, as clearly stated in the Lease to be the responsibility of the Town Council, how many were successful, and on what areas of the Lease has any funding achieved, been spent.

Response: Provided by Email from the Leader of the Council on the 16th June 2025.

As I was not a member of the Town Council back in 2010, I am unable to comment, however, I will be discussing the question with the Town Clerk, and we will get back to you with the answers.

Question 3:

From Hayley Cockayne.

During the question/answer session held at the War Memorial Hall with Roger Hirst on Monday 2nd June regarding problems residents wanted to ask questions about, two things were left unanswered. My questions are as follows: 1. In January this year the Town Council adopted and agreed a "vision of the future of Canvey Lake" as the way forward. Can you confirm that this is still the Town Councils position and that dredging of the lake to bring it back as it was in 2010 is not now an option and the lake in 5 years will be a virtual marsh. If it is still the Town Councils view would Mr Sach agree that a referendum of the future of the lake would be a better idea, to ensure the will of the people is addressed. Giving the option to reset it to 2010 condition as an alternative to the Town Councillors view. 2. At the meeting it was stated that the residents were unable to volunteer with the cleaning up of the lake due to the Byelaw. It is obvious the Byelaw does not serve any useful purpose and even Roger Hirst was dismissive of its usefulness. Given the answer received by the Chairman of friends of Canvey Lake from the Town clerk that the Byelaw cannot be properly administrated due mainly to lack of finance to employ staff to do the necessary duties and secure any prosecutions, will the Town Council revoke the Byelaw and work with the residents to formulate a new more friendly version. Not so draconian and more user friendly. In addition will Mr Sach inform us of the number of successful prosecutions using the Bylaw to date.

Response: Provided by Email from the Leader of the Council on the 16th June 2025.

The approved vision for Canvey Lake is still the Councils current position, however, it was agreed at a meeting in the 24th February 2025 that although desilting the lake was not part of the Councils vision for immediate action, investigations would be made into obtaining funding to desilt the lake and reduce silt levels. The bye law has been in place for various reasons and one of those is to prevent actions on the lake which the Town Council has not authorised. If any registered group approaches the Town Council to

help to litter pick or other general clean-up operations it would be considered by the Council. The existing byelaw is a model version provided by the government and any changes would be a Council decision.

Questions to the Councillors
From Tim Searle

Question 1:

This letter was received in the post and can be obtained from the Councils records.

Mr Searle was not present, and the Town Mayors response will be provided in writing. The Town Mayor advised that Cllr Blackwell is no longer the Leader of the Town Council and did not take this post until April 2018. Cllr Blackwell as an individual does not need to provide an explanation for Council decisions. The Town Council has used its funds where it was felt it was needed at the time, and the Environment Agency has always maintained that dredging the lake is a recommendation, but it is not a necessity for the function of the lake. The Town Council is in the process of applying for funding to assist with the costs of reducing the silt levels as requested by residents. This has been in progress following a meeting in February. The Town Council cannot comment on the funding allocation of the town fund as it has not been given any information on how this application process will proceed, and it is being administered by the Borough Council. The Town Mayor suggested that the public should resist going over the old ground and past decisions and concentrate on what the Council is doing now.

CO/039/25 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THE 19TH MAY 2025.

Members **RESOLVED** that the minutes of the Annual Council meeting held on the 19th May 2025 be confirmed as a true record of the proceedings and signed by the Town Mayor.

CO/040/25 – TO RECEIVE A REPORT FROM THE TOWN MAYOR ON ACTIVITIES AND EVENTS SINCE THE LAST MEETING.

No activities were discussed.

CO/041/25 – TO NOTE THE REPORT OF OFFICERS DECISIONS UNDER DELEGATED POWERS AND BACKGROUND PAPERS SINCE THE LAST MEETING.

Members noted the report detailing expenditure for additional legal costs of £600.00 for the office lease and the installation of an additional CCTV camera in the hallway of the office at a cost of £200.00.

CO/042/25 – TO RECEIVE A VERBAL REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.

Members noted the report.

CO/043/25 – TO CONSIDER AND AGREE AMENDING STANDING ORDER SECTION 3(E).

Members considered the amendments to standing order section 3(e) and **RESOLVED** unanimously to accept these amendments regarding public participation.

CO/044/25 – TO CONSIDER A PROCESS OF RESPONDING TO QUERIES REGARDING CANVEY LAKE DUE TO THE IMPACT ON RESOURCES AND THE WORK OF THE COUNCIL IN GENERAL

Members noted the report and **RESOLVED** unanimously that due to the increasing number of queries coming through regarding Canvey Lake which are impacting on the current staff's ability to progress the needs of the Council and preventing the time allowed to keep the lake website updated and provide regular updates for residents that all future queries regarding Canvey Lake will be referred to the Councils website which will be updated with information on the councils full expenditure on Canvey Lake, information of funding applied for and obtained, Frequently Asked Questions and regular updates on current progress.

Members considered the impact of this open space and the complex issues affecting the area such as climate change, extreme heat, and the shallow nature of the lake, and **RESOLVED** unanimously that the Town Clerk would write to the Borough Council to formally request that it considers taking back the

management of the lake as it is felt that the Borough Council has the resources and access to greater funding opportunities to manage and maintain this diverse area.

CO/045/25 – TO CONSIDER AND AGREE THE TOWN MAYOR'S CHARITY FOR THE YEAR 2025/26.

Members **RESOLVED** that St Vincent De Paul Society Canvey Island charter will be the Town Mayors charity recipient for the year 2025/26.

CO/046/25 – RISK MANAGEMENT

TO REVIEW THE RISK MANAGEMENT ASSESSMENT AND INTERNAL CONTROLS

The Town Clerk advised that the Council has several documents and controls in place as part of its strategy of internal control and risk management. However, an annual review must be undertaken to ensure that these procedures continue to be relevant and effective. Members noted the documents provided by the Town Clerk and confirmed that during the year the council has carried out various assessments of the risks facing it and taken appropriate steps to manage those risks.

CO/047/25 – TO CONSIDER AND AGREE ALLOWING ADDITIONAL COMMUNITY GROUPS TO UTILISE THE OFFICE MEETING SPACE ON THURSDAYS AND FRIDAYS.

Members considered the report provided and **RESOLVED** unanimously to work with Open Road to facilitate weekly booked appointment sessions utilising the Councils meeting room on a Friday afternoon.

CO/048/25 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.

23rd June 2025 NO 1 ACCOUNT

Company	Reference	Amount	Description
SFB Solutions	BACS846	£240.00	CCTV Camera - hallway
Viking Office	BACS847	£638.01	Cupboards x 2 / Stationery
Pinnacle Housing Ltd	BACS848	£300.00	ROSPA Inspection – Play Area
NALC	BACS849	£60.00	LCAS Registration Fee
Aspect Maintenance Ltd	BACS850	£2,280.00	Annual Tree Maintenance -
E De Can	BACS851	£19.80	Mileage – SLCC Training Day
DP Media	BACS852	£93.00	AFD Brochures
MB Fire Risk Limited	BACS853	£330.00	Fire Training – all staff
TOTAL		£3,960.81	

CO/049/25 – TO NOTE A REPORT FROM THE COMMUNITY OFFICER ON MATTERS RELATING TO CANVEY ISLAND.

Members noted the report. The Community Officer advised that there had been a number of fly tipping incidents at Canvey Lake and the dyke area, new or replacement litter bins have been ordered, the Denham Road notice board has been vandalised causing permanent damage, BT have confirmed that they will not remove the post in the car park to assist with the prevention of future fire damage, inspections are taking place with CPBC and it has been agreed that tree stump signs have been erected and any future tree removal will leave a higher stump in place to prevent any trip hazards, the bins were discussed and concerns were raised regarding the amount of bird faeces left by the increasing numbers of wild fowl. The revetment works are due to complete, and the Tidal Pool will be open by the end of June.

CO/050/25 – TO NOTE THE HEALTH AND SAFETY REPORTS DETAILING INCIDENTS AND ACTIONS COMPLETED IN RELATION TO OPEN SPACES.

Members noted the reports.

CO/051/25 – REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND.

Cllr Brooke advised that Anglian Water is conducting a campaign to inform residents of the impact of putting wet wipes down toilets which blocks the drains and have asked CPBC to assist with distributing leaflets. Cllr May advised that meetings are due to start shortly to discuss the town funding.

**CO/052/25 – REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO
CANVEY ISLAND**

Cllr May advised that works were underway to repair footpaths and plans are underway to widen the Thorney Bay roundabout.

The meeting closed at 8.15pm.

TOWN MAYOR

1st September 2025

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE
POLICY AND FINANCE COMMITTEE OF THE CANVEY ISLAND TOWN COUNCIL
HELD IN THE COUNCIL MEETING ROOM, PADDOCKS COMMUNITY CENTRE, LONG
ROAD, CANVEY ISLAND ON
MONDAY 28TH JULY 2025 AT 7.00PM**

PRESENT:

Councillors: Cllr A. Acott, Cllr. Cllr D. Anderson, Cllr S. Sach, and Cllr J. Anderson.

Non-committee members: Cllr R. Langley

Also, present: Mrs E De Can – Town Clerk

P&F/001/25 - APOLOGIES FOR ABSENCE

Verbal apologies received and reason given by Cllr P. May.

P&F/002/25 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interest were received.

P&F/003/25 - TO APPOINT A VICE CHAIRMAN TO THE COMMITTEE FOR 2025/26

Cllr D. Anderson nominated Cllr J. Anderson as Vice Chairman of the Committee. The nomination was seconded by Cllr Acott. There were no other nominations therefore Cllr J. Anderson was appointed Vice Chairman of the Committee for 2025/26.

P&F/004/25 - 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.

P&F/005/25 – TO NOTE THE COMMITTEE MEETING TO BE HELD ON THE 28TH APRIL 2025 WAS CANCELLED AND THE 10TH FEBRUARY 2025 WERE CONFIRMED AND SIGNED AT THE FULL COUNCIL MEETING HELD ON THE 28TH APRIL 2025.

Noted that the minutes of the committee meeting held on the 10th February 2025 were **CONFIRMED** as a true record and signed by the chairman on the 28th April 2025.

P&F/006/25 – TO RECEIVE A VERBAL REPORT FROM THE TOWN CLERK FROM THE ONGOING PROJECTS AND NOT ON THE AGENDA

Members noted the Clerks report of completed projects.

P&F/007/25 – POLICIES - TO NOTE THE ANNUAL REVIEW OF ALL POLICIES IS UNDERWAY AND TO CONSIDER AND AGREE AMENDMENTS TO THE FOLLOWING:

i) BAND STAND POLICY.

Members approved and **RECOMMENDED** the amendments to the policy by the Council.

ii) ALLOTMENT POLICY.

Members approved and **RECOMMENDED** the amendments to the policy by the Council.

iii) VEXATIOUS OR PERSISTENT COMPLAINANTS' POLICY.

Members approved and **RECOMMENDED** the amendments to the policy by the Council.

iv) ANNUAL LEAVE/EMERGENCY LEAVE POLICY.

Members approved and **RECOMMENDED** the amendments to the policy by the Council.

P&F/008/25 - TO NOTE THE TRAINING COURSES BOOKED / ATTENDED SINCE THE LAST MEETING.

Members noted the courses of Chairs Leading with Confidence at a cost of £65.00 each for the Town Mayor and Deputy Town Mayor and Beyond the Precept at a cost of £35.00 each for the Town Clerk and Deputy Town Clerk.

P&F/009/24 – FINANCE

i) GRANT APPLICATIONS:

a) TO CONSIDER AN APPLICATION FROM KARIS HEELING HANDS CHARITY

Members considered the grant application from Karis Helping Hands towards the purchase of a new computer and printer and **RECOMMENDED** the award of a £500.00 grant.

b) TO CONSIDER AN APPLICATION FROM THE CASTLE POINT TRANSPORT MUSEUM

Members considered the grant application from the Castle Point Transport Museum towards the purchase of a printer and **RECOMMENDED** the award of a £280.00 grant.

i) TO NOTE THE RENEWAL OF THE COUNCIL'S CYBER INSURANCE POLICY AT AN ANNUAL COST OF £410.25.

Members noted the cost.

ii) TO CONSIDER AND AGREE THE COUNCIL'S INSURANCE RENEWAL.

Members noted that the insurance policy renewal was due on the 16th August 2025 and that the Council approved a 3-year term which ends in August 2027. Members noted that minor amendments had been submitted and awaiting confirmation and **RESOLVED** to approve the renewal policy with Zurich Municipal at a cost of £2,248.04 for 2025/26 and delegated the power to the Town Clerk to approve additional costs if required within the approved budget allocation.

iii) TO VERIFY THE COUNCIL FINANCES AS OF 30TH JUNE 2025

Members **NOTED** the Council Finances as of 30th June 2025 inclusive of the bank reconciliation, statements and payments issued from 1st April 2025 to 30th June 2025 and no questions were raised. Members confirmed that Cllr Acott can sign the reconciliation documents and original bank statements as evidence of verification in accordance with Financial Regulations 2.2.

iv) TO CONFIRM ACCOUNTS FOR PAYMENTS AS PREVIOUSLY AGREED.

28th July 2025 NO 1 ACCOUNT

Company	Reference	Amount	Description
Aspect Maintenance Ltd	BACS855	£13,126.17	May & June Maintenance – BACS850 VAT to pay
DP Media	BACS856	£796.40	Garden Trail Booklets / Indoor Banner Stand / CITC Notice Board / Algae Signs
Hook & Partners	BACS857	£4,116.60	Lease / Land Registry Fees
NALC	BACS858	£84.00	EDC/LG Beyond the Precept Course
Local Government East	BACS859	£5,209.82	Public Consultation – Phase 1
Amazon	BACS860	£28.38	Paper Cups / Biscuits – AFD
Top of the Mops	BACS861	£54.00	Office Cleaning – 23/6, 08/7 & 21/7
Mulberry Local Authority	BACS862	£156.00	Chairman Training – Cllr Brooke & Cllr Sayes
Kath4ID	BACS863	£12.90	ID Cards – Cllr Acott & Cllr Langley
Clear Insurance Management	BACS864	£410.25	Cyber Insurance 07/25-07/26
SLP Event Hire	BACS865	£420.00	Chair Hire x 200 – AFD
VIP Security Services	BACS866	£1557.60	Security - AFD
All Occasions Caterers	BACS867	£200.00	Refreshments - AFD
Gary Rogers Tree Surgery	BACS868	£350.00	Cutting back Willow Tree

CITC	Debit Card	£107.73	Petty Cash Top Up
TOTAL		£26,629.85	

The meeting closed at 8.00pm

CHAIRMAN

17th November 2025

DRAFT

Community Officer

Progress Report for All Open Spaces – 01/09/2025

CANVEY LAKE

- Aerator is still working and being checked daily.
- Oxygen levels are being checked daily, and all levels are above 30%. The water remains green and there is still a scum formation in certain areas of the water which is the algae breaking down.
- Litter bins ordered in July but there is a wait time of 8-10 week to be delivered. The bins were removed on the request of CPBC due to concerns of health and safety.
- Issues with people fishing at the lake must call 101 the home office code 116/11 for reporting 'Theft of Fishing'.
- Anti-social behaviour, call 101 and report to the police.

PLAYGROUND

- Nothing to report.

BAND STAND

- Nothing to report.

WILDFLOWER MEADOW

- Nothing to report.

MEMORIAL GARDENS

- Canvey 2000 plaques have either been pulled off or kicked off, these have been moved to the office.

TIDAL POOL

- The revetment work is still not finished to the left-hand side of the pool.

ALL HEALTH AND SAFETY REPORTS ARE UP TO DATE FOR ALL OUR OPEN SPACES.

Issues reported on behalf of organisations:

- Cisca House – Paths.
- Ms Club / War Memorial Hall – Roads and paths.
- Wednesday Group / Smallgains Hall – Roads and paths.

Canvey Lake – Risks Reported – 2025

Appendix C

Risk Title	Ownership	Managed by	Risk Found By	Risk Category	Risk Type	Solution Found	Additional Cost to Council
JUNE							
2-seater sofa left outside 12 Lakeside Path.	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 09.06.25 at 8am	
Large branch from play area has been broken off	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 09.06.25 at 15.30pm	
Trolley in dyke	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 09.06.25 at 1pm	
Padlock broken on bollard at Lede Road	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 09.06.25 at 4pm	
Reported 09.09.25 Blockage in dyke opposite play area	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	09.09.25 EA are aware and will remove	
ECC path is crumbling	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	19.06.25 reported on portal	
JULY							
3 dead fish	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 03.07.25	
Bike at bird feeding area	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 09.07.25	
3 dead fish	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 06.07.25	
4 dead fish	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 08.07.25	
Chair on side on	Council	Town Clerk	Community	Public/Wildlife	Health / 3 rd	The contractor	

Canvey Lake – Risks Reported – 2025

Appendix C

Risk Title	Ownership	Managed by	Risk Found By	Risk Category	Risk Type	Solution Found	Additional Cost to Council
lake edge			Officer – AW		Party Claims against CITC	removed 09.07.25	
Over hanging tree – 37 The Weald	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor cut back July 25	
Large pile of cut branches left on grass area next to 178 Thisselt Road	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 01.08.25 at 11am	
Bin completely broken with door hanging off + Bin at Link Road needs removing	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 31.07.25 at 4pm and 01.08.25 at 11.10am	
Large hole with tree root	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor has filled in 31.07.25 at 3pm	
AUGUST							
Large brambles within a large tree by Ferrymede	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 09.08.25 at 1.30pm photos	
Geese faeces	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	Ongoing	
Children's paddling pools on grass banks	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	Ongoing	
Rusty bin	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	Waiting for the contractor to remove 19.08.25	
Black bag fly tipped	Council	Town Clerk	Community	Public/Wildlife	Health / 3 rd	Litter picked	

Canvey Lake – Risks Reported – 2025

Appendix C

Risk Title	Ownership	Managed by	Risk Found By	Risk Category	Risk Type	Solution Found	Additional Cost to Council
at Denham Road			Officer – AW		Party Claims against CITC	19.08.25 at 14.52pm	
Metal table in tree	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	The contractor removed 19.08.25 14.52pm	
Weeds along Lakeside Path	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	Waiting for the contractor to remove 19.08.25	
Bin at Lede Road has vegetation.	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	Waiting for the contractor to remove 19.08.25	
Scum on water/ Algae bloom	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	Ongoing	
Green water /Algae bloom	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	Ongoing	

Canvey Play Area – Risks Reported - 2025						Appendix C	
Risk Title	Ownership	Managed by	Risk Found By	Risk Category	Risk Type	Solution Found	Additional Cost to Council
June							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		
July							
Graffiti over play unit speakers and sign	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	08.07.25 The contractor is aware and will advise when removed	
August							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		

Memorial Gardens – Risks Reported – 2025

Appendix C

Risk Title	Ownership	Managed by	Risk Found By	Risk Category	Risk Type	Solution Found	Additional Cost to Council
JUNE							
Fencing has been knocked down on roadside	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	Contractor has advised that fence on grass area is rotten and may need replacing 16.06.25	
JULY							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		
AUGUST							
6 x Canvey 2000 plaques	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	3 plaques were found on the floor, 3 have been removed as wood is rotten - CO 18.08.25	
Flowers pushed into plaque on square planter	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC	Removed by CO 18.08.25	
SEPTEMBER							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		

Gunny – Risks Reported – 2025					Appendix C		
Risk Title	Ownership	Managed by	Risk Found By	Risk Category	Risk Type	Solution Found	Additional Cost to Council
JUNE							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		
JULY							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		
AUGUST							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		
SEPTEMBER							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		

Tidal Pool – Risks Reported – 2025							Appendix C
Risk Title	Ownership	Managed by	Risk Found By	Risk Category	Risk Type	Solution Found	Additional Cost to Council
JUNE							
	Council	Town Clerk	Community Warden – AR	Public/Wildlife	Health / 3 rd Party Claims against CITC		
JULY							
	Council	Town Clerk	Community Warden – AR	Public/Wildlife	Health / 3 rd Party Claims against CITC		
AUGUST							
	Council	Town Clerk	Community Warden – AR	Public/Wildlife	Health / 3 rd Party Claims against CITC		
SEPTEMBER							

Wildflower Meadow – Risks Reported – 2025							Appendix C
Risk Title	Ownership	Managed by	Risk Found By	Risk Category	Risk Type	Solution Found	Additional Cost to Council
JUNE							
	Council	Town Clerk	Community Warden – AR	Public/Wildlife	Health / 3 rd Party Claims against CITC		
JULY							
	Council	Town Clerk	Community Warden – AR	Public/Wildlife	Health / 3 rd Party Claims against CITC		
AUGUST							
	Council	Town Clerk	Community Warden – AR	Public/Wildlife	Health / 3 rd Party Claims against CITC		
SEPTEMBER							

Allotments – Risks Reported – 2025							Appendix C		
Risk Title	Ownership	Managed by	Risk Found By	Risk Category	Risk Type	Solution Found	Additional Cost to Council		
JULY									
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC				
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC				
AUGUST									
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC				
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC				
SEPTEMBER									
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC				

Band Stand – Risks Reported – 2025

Appendix C

Risk Title	Ownership	Managed by	Risk Found By	Risk Category	Risk Type	Solution Found	Additional Cost to Council
JUNE							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		
JULY							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		
AUGUST							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		
SEPTEMBER							
	Council	Town Clerk	Community Officer – AW	Public/Wildlife	Health / 3 rd Party Claims against CITC		

