

Canvey Island Town Council



TO MEMBERS OF THE POLICY AND FINANCE COMMITTEE

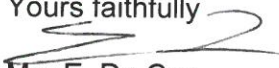
Cllr. A. Acott (Chairman), Cllr. D Anderson, Cllr. N. Harvey, Cllr P. May and Cllr. B Palmer

Dear Councillors,

I hereby summon you to attend a meeting of the **POLICY AND FINANCE COMMITTEE** to be held in the **COUNCIL OFFICE, 13 HIGH STREET, CANVEY ISLAND, SS8 7RB** on **MONDAY 24th APRIL 2023** commencing at **7.30PM** 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

19th April 2023

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 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 committee meeting held on the 20th February 2023.
- 5 To note the Clerks report from the ongoing projects and not on the agenda (Appendix A)
- 6 Policies – to note the annual review of all policies is underway and consider and agree amendments to existing policies as per the below:
 - i) Social Media Policy – wording amendment to confirm comments disabled on facebook posts (Appendix B)
 - ii) Minor wording amendments have been made to the Grant application policy, Fire Safety Policy, and Expenses Policy (Appendix C)
- 7 Finance:
 - i) Grant Applications
 - a. To consider an application from the Canvey Island Royal British Legion (Appendix D)
 - ii) To consider and agree the costs for Cyber Insurance (Appendix E)
 - iii) To consider and agree costs for an External Fire Risk Assessor (Appendix F)
 - iv) To note the continuation of insurance with ERS for the council's vehicle at a cost of £529.00 per annum.
 - v) To verify the Council Finances up to 31st March 2023.
 - vi) To confirm accounts for payment as previously agreed.