

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE
CANVEY ISLAND TOWN COUNCIL**

**HELD AT THE PADDOCKS COMMUNITY CENTRE, LONG ROAD, CANVEY ISLAND
ON MONDAY 3RD MARCH 2008 AT 7.30PM**

PRESENT:

Councillors: D. Blackwell (Chairman)
D. Anderson J. Anderson R. Bishop P. Davis B. Dixie
P. Greig N. Harvey (Vice –Chairman) R. Howard J. Liddiard

Also present: Borough Councillor Peter May, six members of the public, one member of the press
Mrs J. Abel – Town Clerk

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. C. Andrews.

2. DECLARATIONS OF INTEREST

No declarations of interest were made.

3. PUBLIC FORUM

No members of the public wished to make representations to the Council on items relating to Canvey Island.

4. MINUTES OF COUNCIL MEETING

RESOLVED the minutes of the Council meetings held on 28th November 2007, 4th February 2008 and 11th February 2008 be confirmed as a correct record of the proceedings and be signed by the Chairman.

5. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 4TH FEBRUARY 2008

None.

6. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 11TH FEBRUARY 2008

None.

7. COUNCIL PREMISES

The Clerk advised Members that works to refit 11, High Street, Canvey Island would be commencing on 4th March 2008. The Working Party had approved the letting of the contract to Arrow Office Equipment Ltd at a cost of £12,270 + VAT. The original cost of the office furniture had been reduced by £700 to £3,200 + VAT.

It was anticipated that an official opening could be planned for the end of April 2008. Members discussed additional ways of raising the Council's profile in the community.

RESOLVED that the Council makes progress with the following:

- Setting up a website

- Issuing a quarterly newsletter
- Installing dedicated notice boards on the Island
- Establishing the cost of corporate clothing for events (eg. Polo shirts, sweat shirts)

8. CANVEY LAKE

Cllr. J. Anderson reported on a meeting held at CPBC which he had attended with Cllrs. Blackwell and Howard. The meeting had concluded that the time allocation and, therefore, cost could be reduced in some areas of the proposed feasibility study to which the Council had previously agreed to contribute the sum of £5,000.

Cllr. Anderson advised that the Environment Agency's charge for dredging the Lake had been estimated to be in the region of £200,000 - £400,000 and discussions had taken place to find ways of reducing this cost.

Cllr. Howard reported that he had carried out a site visit and was concerned to see the damage caused by drivers accessing the Lake near Denham Road Bridge. He also advised that work carried out recently by Anglian Water near the Lake was considered to be to an unacceptable standard and had been reported.

Cllrs. Anderson and Howard were thanked for attending the meeting and for providing detailed reports to the Council.

9. TEWKES CREEK WOOD

Councillors were advised that the community tree planting days had been a great success with over 200 residents and children participating. The Clerk reported that Castle View and Winter Gardens Junior School had been sent letters asking whether any of their pupils wished to suggest an appropriate name for the scheme but to date no response had been received.

The Council wished to formally thank the 'Echo' newspaper for the extensive coverage it gave the event.

Members felt that the scheme should be extended to cover the majority of the 1.2ha site in the autumn if funding could be found. The Clerk advised that costs for this would be obtained.

Concerns were raised that the new trees might need to be watered in the summer if rainfall was low.

10. THAMES AMBULANCE SERVICE

The Clerk reported two proposed dates for visits to the Ambulance Station; 12th March 2008 from 10 – 11.30am and 13th March 2008 from 7.30 – 9pm. Unfortunately, there were no councillors available to attend the evening meeting proposed and the Clerk was asked to rearrange this.

Cllr. Howard reported that the Thames Ambulance service had been awarded the contract for managing safety at the 2012 Olympic Games.

11. COMMUNITY FORUM MEETING

Cllr. Liddiard, the Chairman of the Forum meetings, proposed that the Forum should be tasked with looking at improvements to the Christmas Lighting in the Town Centre.

The Clerk suggested that the Forum meetings could be used to gain public opinion and initiatives about a variety of community issues such as youth activities, crime, education and health. Members felt that waste and recycling could also be considered. The Clerk was asked to arrange a presentation to the Council to inform Members of the current position with regard to waste and recycling.

RESOLVED that the Council gives further thought to how the Forum meetings could be progressed at its next meeting.

12. CANVEY ISLAND ENVIRONMENT AND CONSERVATION FORUM

The Chairman reminded Members of the success of the Forum previously operated by CPBC. Members commented that some of the rarest wildlife sites in the locality were on Canvey Island and that the formation of a Forum group with particular expertise would be very appropriate.

RESOLVED that the Clerk writes to potential members of the Forum to establish interest in the proposal.

13. ASSISTANT TO THE CLERK

The Clerk reported that more than 70 application packs had been sent out and 37 applications for the post had been received by the closing date. The applications had now been shortlisted and interviews were scheduled to take place on 17th March 2008.

14. FLOWER DISPLAYS – TOWN CENTRE

Members considered a proposal to improve the floral displays in the Town Centre. It was felt that the provision of large permanent planters in the High Street would enhance the visual amenity of the area. It was recognised that these could also be relocated if necessary to accommodate future Town Centre regeneration proposals. Councillors cited planters in Thurrock, Southend and Leigh on Sea as being the preferred type. The Clerk advised that permission to site the planters would be necessary from landowners prior to installation. It was felt that the Neighbourhood Forums may be in a position to assist with the cost of the project.

RESOLVED that:

- the Council establishes a budget of £5,000 for the supply of planters in 2008
- the Clerk establishes the cost of plant supply and maintenance.

15. SKATEBOARD PARK

Members were advised that a request had been received for the Town Council to meet the annual cost of maintaining the proposed new toilet facility at the Waterside Farm Skateboard Park. CPBC had advised the annual cost to be £13,200 if provided by their contractors.

Members supported the initiatives which were being taken at the Skateboard Park but were concerned that CITC had not been involved in the meetings leading up to the suggestion that it met this expenditure.

RESOLVED that the Clerk writes to ECC and CPBC to advise that the Council would like to work in partnership with these authorities to find solutions to the outstanding issues at the Skateboard Park and to establish more information about the provision and cost of the proposed toilet facility.

16. ANNUAL TOWN MEETING

The Clerk advised that the Chairman of the Council was required to call a Town Meeting between 1st March and 1st June. Members felt that as this was the first Town meeting it would need a small group of councillors to progress the format of the event.

RESOLVED to agree the format of the Annual Town Meeting, with the Clerk's guidance, at an informal meeting to be arranged at an early opportunity.

17. DOG FOULING

Councillors considered that the issue of tackling dog fouling, particularly on the sea wall, should be of high priority on the Town Council's agenda. Discussions had take place with the Chief

Executive, key officers and the Leader of Castle Point Borough Council who had expressed support for the initiative to tackle the issue in partnership with the Town Council. It was felt that the anti-social nature of dog fouling and the associated health risk to the public should be promoted through educational channels. However, there was also support for the appointment of a dog warden to issue penalty notices to the minority of dog owners who were failing to act responsibly. Town Councilors were opposed to the notion that dogs should be banned from the beach.

RESOLVED to:

- continue discussions with Castle Point Borough Council to establish initiatives to tackle the dog fouling issue on Canvey Island and across the Borough;
- explore the policies adopted by other authorities.

18. ALLOTMENTS

The Clerk reported correspondence from CPBC in relation to the proposed transfer of the two Canvey Island allotment sites to the Town Council. The Council had been asked to consider the way in which it wished to continue the maintenance contract currently held with Pinnacle. It was felt that discussions needed to take place with the local horticultural society which had been managing the allotments for some years. Unfortunately, it had not been possible to date to make contact with a representative of the horticultural society.

RESOLVED that discussions take place with the horticultural society at the earliest opportunity to establish the maintenance requirements for the two sites.

19. SEA FRONT GARDENS

The Clerk and the Chairman reported that a meeting had taken place with the Chief Executive and the Leader of CPBC to discuss the maintenance of the sea front gardens installed by Canvey 2000. It was felt that the gardens would benefit from a higher standard of maintenance. The Town Council supported the suggestion that it took over the responsibility for the future maintenance of the gardens but was concerned that this did not result in Canvey Island tax payers paying twice for the same service.

RESOLVED the Clerk to write to CPBC to advise that CITC would be willing to negotiate an agreement with respect to the future maintenance of the seafront gardens but that this would need to take account of the budgetary allocation CPBC currently made in respect of the garden's maintenance by its contractors.

20. FINANCE

Members considered the accounts payable for February 2008.

RESOLVED to make the payments of £21,187.72.

21. ESSEX COUNTY COUNCIL – COMMUNITY INITIATIVES FUND

Members were keen to submit an application for funding to ECC for a current Council project.

RESOLVED to submit a bid for the supply and installation of dedicated Town Council noticeboards on the Island. The Clerk to establish the cost of noticeboards, identify potential sites and establish the necessary landowners permissions for their erection to enable the bid to be made.

22. REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr. Anderson made a report on a CPBC Leisure Strategy meeting held on 20th February 2008. It was reported that CPBC had carried out a survey of what was important to the people of Castle Point. The biggest issues raised were related to crime and health. CPBC had made it a priority to

provide facilities to improve health and fitness across the Borough and had committed funds to improving playground facilities at five of its playground sites including Leigh Beck, Church Parade and King George Playing Fields on Canvey Island.

A report of the comparable costs of maintaining the two district sports centres was made. The cost of maintaining Waterside Farm for the next five years was reported to be £1,000,000 where as costs for Runnymede were estimated at £245,000 for the same period. Costs had been estimated as being in the region of £8,000,000 to rebuild Waterside Farm. Residents had been surveyed to establish the type of sports and leisure facilities they would like. There was greatest support for football and swimming, together with requests for tenpin bowling facilities and an ice rink.

Town Councillors expressed concerns that the creche at Waterside Farm was being closed although it was recognised that the service had been operating at a loss.

Clr. Harvey made a report of the proceedings of a recent CPBC Scrutiny Committee meeting. It was reported that the meeting had not been open to the public or press and that this was not in the public interest.

23. REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr. Howard reported the following:

- £70 million had been approved to implement improvements to the Sadlers Farm roundabout.
- Lord Hanningfield had made £1 million available to enable districts to fund studies into the most traffic congested areas. Studies would be carried out at Waterside farm roundabout. Members felt that investigations into the alleviation of traffic congestion at Tarpots would also have been worthwhile.
- Many representations had been made by residents in respect of the need for a third road off Canvey Island following a road traffic accident which closed Canvey Way for the third time in three months. Some discussion took place about the likelihood of increased housing on the Island to meet regional targets and the increased pressure on existing roads. Members recalled a previous proposal to establish a road link to Leigh on Sea which met with major objections. Town Councillors felt strongly that the provision of roads on and off the Island needed urgent attention and that consideration should be given either to a third road or the dualling of Canvey Way.

RESOLVED the Clerk to write to ECC to advise of the Council's views.

- Problems with street lighting in Meadow View Walk and on the Laurence Homes estate had now been resolved. Members also discussed the need for street lighting on the Cycle/Foot path between Link Road and the Oysterfleet.
- The construction of the new Health Centre was ahead of schedule. However, proposals had been put forward to close Long Road to enable a sewer connection to be made. Cllr. Howard was in negotiation with the relevant authorities to explore alternative options.

24. NEXT MEETING

The next meeting was scheduled for 7th April 2008, however, the Clerk was unable to attend the meeting due to a long standing holiday commitment.

RESOLVED that the meeting scheduled for 7th April 2008 is cancelled and the next meeting, the Annual Council Meeting, takes place on 12th May 2008.

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

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publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

25. CANVEY ISLAND TOWN COUNCIL – DEVELOPMENT WORKS

The Clerk reported that a meeting had taken place with the EALC and that the outstanding charge for development works would be waived. The Council would be advised of the outcome of continued discussions at a later date.

26. OFFICE OPENING HOURS

Councilors considered the current staffing arrangements in conjunction with public need in respect of determining the initial opening hours for the Council office.

RESOLVED that the office is open on Tuesday and Thursday from 9.30am – 12 noon and on Wednesday from 12.30pm – 2.30pm.

The meeting closed at 9.35pm.

CHAIRMAN

20. FINANCE – CHEQUE LIST FEBRUARY 2008

Cheque Number	Payee	Service	Amount £
CHAPS	Hook & Partners	Completion of lease for 11 High Street	3124.90
200034	Cancelled		
200035	J. Abel	Expenses	314.99
200036	Castle Point Sports Club for the Disabled	Grant 2007/08	1500.00
200037	R. Andrews	Reimbursement for sign writing costs – Tewkes Creek Wood	50.00
200038	HM Revenue & Customs	Tax & NIC	1,115.83
200039	J. Abel	Salary	2,393.42
200040	Acumen Wages Service	Payroll service	19.39
200041	EALC	Training	320.00
200042	King & Co.	Tree supply – Tewkes Creek	12043.71
200043	Lt. Waltham Primary School	Use of photocopier	75.90
200044	London & Essex Newspapers	Advert – Assistant to the Clerk	164.50
200045	J. Abel	Expenses –February 2008	65.08