

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE  
COMMUNITY RELATIONS COMMITTEE OF THE CANVEY ISLAND TOWN  
COUNCIL HELD AT THE PADDOCKS, LONG ROAD, CANVEY ISLAND ON  
MONDAY 29<sup>TH</sup> JUNE 2009 AT 7.30PM**

**PRESENT:**

Councillors: J. Liddiard (Chairman)  
D. Anderson P. Davies R. Howard N. Pontius  
J. Anderson B. Dixie N. Harvey

Non-committee members: P. Greig D. Blackwell

Also present: Borough Cllrs. N. Watson, G. Watson and P. May  
One member of the press  
Mrs E De Can – Assistant to the Clerk  
Mr J Rickards – Events and Publicity Officer

**1. APOLOGIES FOR ABSENCE**

All members of the committee were present.

**2. DECLARATIONS OF INTEREST**

No declarations of interest were received.

**3. PUBLIC FORUM**

Borough Cllr. N. Watson thanked Jeff Rickards and Elaine De Can for their involvement in the organisation of the Armed Forces Day on Saturday the 27<sup>th</sup> June 2009 and told various stories from veterans on the day. He advised that the event was in three national papers, there were approximately 5,000 people on the day which included the Mayor of Castle Point.

Borough Cllr. May read out a text from a member of the public expressing their thanks for the Armed Forces Day and also told two stories from veterans on the day.

**4. MATTERS ARISING FROM THE MINUTES OF THE MEETING OF 30<sup>TH</sup> MARCH 2009**

No matters were discussed.

**5. PARISH TRANSPORT MEETING 9<sup>TH</sup> JUNE 2009**

No update was available as Cllr Harvey advised that this meeting had been cancelled and is to be re-scheduled.

**6. BUS SHELTERS**

**I. FURTHERWICK ROAD**

The Assistant to the Clerk advised that ECC have reviewed the Council's application for funding and confirmed that £1,600 was available through the grant scheme, however, ECC were prepared to purchase and install this bus shelter from their budget but would ask that the Town Council maintain the shelter once installed.

**AGREED to:**

- Contact the Neighbourhood Forums to establish whether this could be a joint project.
- Establish the possibility and cost of a shelter without glass

## II. NORTHWICK CORNER

Cllr Howard advised that the bus shelter at Northwick Corner had no protection from weather elements and is situated in an incorrect position to provide the protection required.

### **AGREED** to:

- Contact the Neighbourhood Forums to establish whether this could be a joint project.
- Obtain costs of putting sides on the shelter as previously constructed at Eastern Esplanade.
- All committee members to review all bus shelters within their wards.
- Write to ECC and CPBC to advise that the Council would like to work in partnership with the costs of improvements or replacements of bus shelters.

## 7. NEIGHBOURHOOD FORUMS

Members noted a report provided from a meeting held with Steve Rogers, CPBC on the 22<sup>nd</sup> June 2009 discussing the formalisation of working in partnership with the two Canvey Island Neighbourhood Forums.

### **AGREED** to:

- Obtain a copy of CPBC terms of reference to establish their current requirements.
- Arrange a separate meeting to discuss the Council's terms of reference for this partnership.

## 8. NOTICE BOARDS

Members noted a report provided by the Assistant to the Clerk for the consideration of the proposed possible locations for the new notice boards.

**AGREED** for the Assistant to establish with land owners whether the following locations are possible:

- Central Ward – Outside the old Council offices
- South Ward – Outside the new health centre
- North Ward – Along the side of Sainsbury's outside the Knightswick Centre
- West Ward – Village area
- East Ward – Outside Leigh Beck school
- Winter Gardens Ward – 3<sup>rd</sup> Avenue, outside the health clinic

## 9. CITIZENS ADVICE BUREAU

Members noted that the Citizens Advice Bureau will be holding an advertising campaign in the Council office on the 22<sup>nd</sup> August 2009.

## 10. COUNCILLOR SURGERIES

Members discussed the continuation of the fortnightly councillor surgeries.

**RECOMMENDED** that the fortnightly surgeries continue unless changes are required due to unforeseen events.

## 11. HESTER PLAQUE

Members were advised that a replacement plaque at a cost of £201 was required due to an error made regarding the date of Frederick Hester's death.

**AGREED** under Clerks delegated authority to purchase a replacement plaque at a cost of £201.

## 12. CASTLE POINT SHOW

Cllr Liddiard provided a brief update on the Castle Point Show event on the 21<sup>st</sup> June 2009. Due to Fathers Day and other commitments not many councillors were able to support the Council's stand. The Events & Publicity Officer recommended that next year the stand should be a mixture of activities for children as well as providing information about the Council.

**RECOMMENDED** that the Council use the marquee next year and provide fun items for children as well as providing information about the Council's progress during the year and forthcoming events.

## 13. ARMED FORCES DAY

The Events & Publicity Officer provided an update on the success of the Armed Forces Day on the 27<sup>th</sup> June 2009. Due to the difficulties with some communication breakdowns during the organisation of this event Mr Rickards suggested that future projects are provided with a budget and one point of call is given to authorise costs as apposed to several participants. Mr Rickards thanked all who helped with the Armed Forces Day and especially thanked Cllr N Watson and Cllr G Watson who's tireless energy and enthusiasm helped make the day the success it was. There was only one emergency on the day, an elderly lady who collapsed due to the heat. Mr Rickards suggested that a copy of the DVD be given to the Library and local cinema.

Cllr Pontius advised that her husband had taken photo's on the day which will be sold at a cost of £5 and all profits will be donated to the British Legion and the Supporting Our Soldiers charity.

**AGREED** that the Events & Publicity Officer to write a thank you letter to all participants.

**RECOMMENDED** that:

- The same working party to be used for 2010.
- Working Party groups be called Focus Groups.
- All existing photos in the office foyer be replaced with pictures of the Armed Forces Day.

## 14. CANVEY FESTIVAL

The Committee discussed the possibilities of this event now that a member of staff is in place. It was proposed that the event could include a Dutch day and a Farmers market.

**AGREED** that the Events & Publicity Officer review this event for 2010.

**RECOMMENDED** that a focus group consisting of Cllrs D. Anderson, N. Pontius, B. Dixie, J. Liddiard and P. Greig be set up to discuss all ongoing events.

## 15. JUNIOR CITIZENSHIP TRAINING

The Events & Publicity Officer advised that Thames Ambulance Service have been unable to arrange a date with the three secondary schools as they have been unable to make contact with the Headteachers.

**AGREED** that the Events & Publicity Officer contact the schools to arrange a date for the training.

### **16. CANVEY'S GOT TALENT**

As this event has been organised by a 3<sup>rd</sup> party for the last two years, members agreed that the winner of the 2010 event should be asked to perform at the Canvey Festival.

**AGREED** for the focus group to discuss this further once forthcoming meetings have been arranged.

### **17. XMAS 2009**

The Events & Publicity Officer advised that he had been in discussions with Chris Johnson with regards to LED lighting for the town centre display and he would like to get the shop keeper involved in the forthcoming event. Members discussed having a Vintage Xmas Fair throughout the town centre.

**AGREED** for the focus group to discuss this further once forthcoming meetings have been arranged.

### **18. FOUR YEAR PLAN**

Members noted the four year plan. Members considered deferring the Wildlife Event until 2010. The Events & Publicity Officer suggested a Citizen of the Year award as an annual event to commemorate local people.

**AGREED** that all members consider new projects for 2010/2011.

*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. CREEKY WOOD SIGN**

Members considered a quote provided by Design 4 Print for the Creeky Wood Sign.

**AGREED** that Cllr Harvey contact Design 4 Print to establish the difference between a Plaza System and a Plate & Post System and to liaise with the Clerk.

The meeting closed at 9.25pm.

CHAIRMAN

DATE