

Canvey Island Town Council



LOCAL COUNCIL
AWARD SCHEME
QUALITY

TO ALL MEMBERS OF THE COMMUNITY RELATIONS COMMITTEE

Cllr P. May (Chairman), Cllr P. Greig, Cllr M. Tucker, Cllr J. Blissett, Cllr B. Palmer, Cllr D. Anderson

Dear Councillors,

I hereby summon you to attend a meeting of the **COMMUNITY RELATIONS COMMITTEE** to be held in **THE COUNCIL OFFICE, 13 HIGH STREET, CANVEY ISLAND, SS8 7RB** on **MONDAY 2ND JULY 2018** 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

26th June 2018

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. All Council meetings are recorded and are available as audio minutes on the Councils website.

A G E N D A

- 1 Apologies for absence.
- 2 To receive declarations of interest in items on the agenda.
- 3 To appoint a Vice Chairman of the Committee for 2018-2019
- 4 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.
- 5 To confirm and sign as a true record the minutes of the Committee meeting held on 9th April 2018.
- 6 To note the Clerk's Report on ongoing projects and not on the agenda (Appendix A)
- 7 To agree two areas for litter pick events.
- 8 To receive an update on the Town Guide and consider and agree future production.
- 9 To receive a verbal report on Wildlife Day.
- 10 To receive a verbal report on the Armed Forces Day Event.
- 11 To receive a verbal report on the progress of the Garden Trail Event.
- 12 To confirm accounts for payments previously agreed.