

# Canvey Island Town Council



## TO ALL MEMBERS OF THE COMMUNITY RELATIONS COMMITTEE

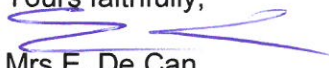
Cllr P. May (Chairman), Cllr P. Greig, Cllr M. Tucker, Cllr J. Blissett, Cllr B. Campagna, Cllr D. Anderson

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 16TH OCTOBER 2017** 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

10<sup>th</sup> October 2017

*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 10<sup>th</sup> July 2017.
- 5 To note the Clerk's Report on ongoing projects and not on the agenda (Appendix A)
- 6 To consider and agree the production of a map of Canvey Island for distribution
- 7 To review and consider the Budget and Four Year Plan for 2018/19
- 8 To receive a verbal report on the success of the Garden Trail Event
- 9 To review the Community Awards and agree the changes to the Annual Town Meeting
- 10 To consider and agree the hire of the Snow Globe for the Christmas event at a cost of £1,750.00
- 11 To consider and agree the quotes provided for the purchase of promotional items
- 12 To consider and agree the quotes provided for the purchase of additional events banners
- 13 To consider the proposal for an advertising sign and agree further investigation of costs and location
- 14 To confirm accounts for payments previously agreed.