

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE
COMMON LIASION COMMITTEE HELD IN THE COUNCIL OFFICE,
13 HIGH STREET, CANVEY ISLAND
ON WEDNESDAY 25TH NOVEMBER 2015 AT 3.00PM**

PRESENT:

Committee: Cllr R. Howard, Cllr J. Anderson, Cllr D. Blackwell and Cllr Skipp

Also present: Mrs E. Hunt – Deputy Clerk
Mrs A. Ruskin – Community Warden

Cllr Howard proposed that Cllr Blackwell chair the meeting in the absence of the chairman. The committee agreed and that D. Hedges be informed of decisions taken.

CL/022/15 - APOLOGIES FOR ABSENCE.

David Hedges provided his apologies due to another commitment. David advised that he will no longer be available to Chair this committee as he will be starting a new appointment in 2016.

CL/023/15 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

No declarations of interest were received.

CL/024/15 - 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.

No members of public were present.

CL/025/15 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETING HELD ON 16TH SEPTEMBER 2015.

The minutes of the committee meeting held on the 16th September 2015 were **CONFIRMED** and signed as a true record.

CL/026/15 - MATTERS ARISING FROM THE ONGOING PROJECTS AND NOT ON THE AGENDA.

Members noted matters arising from the ongoing projects and not on the agenda.

CL/027/15 – TO RECEIVE AN UPDATE ON THE PROGRESSION OF THE BYELAW.

The Deputy Clerk provided members with copies of correspondence that had been sent to and received back from Rebecca Harris MP in relation to the progression of the byelaw. Members noted that the Byelaws Team were seeking Ministerial advice and that the byelaw would be progressed further once this had been received.

Members **RECOMMENDED** that the Deputy Clerk write to Rebecca Harris MP again to enquire whether she is able to speed up this decision making process as these byelaws have been awaiting confirmation for approximately two years.

CL/028/15 – TO NOTE CORRESPONDENCE RECEIVED FROM ARCADIS CONSULTING UK RELATING TO ENVIRONMENT AGENCY ASSET REFURBISHMENT WORK NEAR TO CANVEY LAKE

Members noted the correspondence received from Arcadis Consulting UK relating to Environment Agency Asset Refurbishment work near to Canvey Lake.

CL/029/15 - TO NOTE CORRESPONDENCE RECEIVED FROM CPBC IN RELATION TO UK POWER NETWORKS PROPOSED POWERLINE TREE CLEARANCE WORKS AT CANVEY LAKE

Members noted the correspondence received from CBPC in relation to UK Power Networks proposed powerline tree clearance works at Canvey Lake.

CL/030/15 - TO CONSIDER AND AGREE COSTS TO CARRY OUT TREE WORKS AS RECOMMENDED IN THE TREE AUDIT SURVEY AT CANVEY LAKE

The Deputy Clerk provided members with a report detailing costs to carry out tree works as recommended by the qualified arboriculturalist who carried out the tree audit survey at Canvey Lake. The members discussed and considered the costs provided and **RESOLVED** to appoint Trojan Tree Care to carry out the works a total cost of £1,120.00 plus VAT.

CL/031/15 - TO CONSIDER AND AGREE COSTS TO REPLACE 1 NO. BROKEN RETRACTABLE BOLLARD AND 1 NO. MISSING BOLLARD WITH RETRACTABLE BOLLARDS AT CANVEY LAKE

The Deputy Clerk provided members with a report detailing costs to replace 1no. broken retractable bollard and 1 no. missing bollard with two new retractable bollards at Canvey Lake to match existing. The members discussed and considered the costs provided to purchase the new retractable bollards and **RESOLVED** to purchase 2 new retractable bollards from Autopa Direct at a total cost of £186.76 plus VAT. Members considered the costs provided to remove 1 no. broken bollard and to carry out 2 no. soft ground installations and **RESOLVED** to utilise the services of CB Landscapes to carry out these works a total cost of £190.00 plus VAT.

CL/032/15 - TO CONSIDER AND AGREE COSTS TO INSTALL FISHING PREVENTION POSTS ALONG THE SOUTH EAST BANK AT CANVEY LAKE TO MATCH THOSE INSTALLED ALONG THE NORTH EAST BANK

The Deputy Clerk provided members with a report detailing costs to install fishing prevention posts along the South East bank at Canvey Lake to match those installed along the North East Bank. Members discussed and considered the costs provided and **RESOLVED** to appoint CB Landscapes to carry out the works at a total cost of £1,635.00 plus VAT.

CL/033/15 - TO CONSIDER AND AGREE COSTS TO STABILISE THE FRONT EDGE OF THE BIRD FEEDING STATION AT CANVEY LAKE

The Deputy Clerk provided members with a report detailing costs to stabilise the front edge of the bird feeding station at Canvey Lake. Members discussed and considered the costs provided and **RESOLVED** to appoint CB Landscapes to carry out the works at a total cost of £2,200.00 plus VAT.

CL/034/15 - TO CONSIDER AND AGREE COSTS TO REPAIR HANDRAIL JOINT ON BRIDGE LEADING FROM CEDAR ROAD TO CHILTERNES

The Deputy Clerk provided members with a report detailing costs to repair handrail joint on bridge leading from Cedar Road to Chilternes. Members discussed and considered the costs provided and **RESOLVED** to appoint CB Landscapes to carry out the works at a total cost of £140.00 plus VAT.

CL/035/15 – TO NOTE THE HEALTH AND SAFETY REPORT DETAILING INCIDENTS AND ACTIONS COMPLETED

Members noted the health and safety report detailing incidents and actions completed.

Meeting closed at 3.55pm

Chairman

20th January 2016