

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE
COMMON LIAISON COMMITTEE HELD IN THE COUNCIL OFFICE,
13 HIGH STREET, CANVEY ISLAND
ON WEDNESDAY 23RD MAY 2018 AT 3.00PM**

PRESENT:

Committee: Yianni Andrews (Chairman), Cllr J. Anderson, Cllr R. Howard and Cllr P. Varker

Also present: Mrs E. De Can – Town Clerk
Mrs A. Ruskin – Community Warden

CL/001/18 - APOLOGIES FOR ABSENCE.

Cllr Campagna

CL/002/18 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

No declarations of interest were received.

CL/003/18 - 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 the public wished to speak.

CL/004/18 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETING HELD ON 29TH NOVEMBER 2017.

The minutes of the committee meeting held on the 29th November 2017 were **CONFIRMED** and signed as a true record.

CL/005/18 – TO NOTE THE CLERKS REPORT FROM THE ONGOING PROJECTS AND NOT ON THE AGENDA.

Members requested that the Town Clerk escalate the request for assistance from CPBC in relation to the boundary issues as no answer had been given to date.

Members discussed the painting of the bridges and requested that costs are reviewed with the potential of CIF funding and volunteer assistance. Members agreed that this should be put back to the committee at the next available meeting.

Members discussed the issues with the number of geese at the lake and the chairman suggested that shrub management maybe the best option to allow the grass by the banks to grow longer which may deter the geese and the potential of installing fencing around the islands or along the banks to prevent nesting.

Members agreed that as the jetty had been repaired the option of a step leading on to the jetty should be considered.

CL/006/18 – TO CONSIDER AND AGREE THE TIMETABLE OF MEETINGS FOR 2018/19

Members **RESOLVED** to approve the Timetable of Meetings for 2018/19.

CL/007/18 – TO CONSIDER AND AGREE ACTIONS FOR THE FINAL YEAR OF THE REED MAINTENANCE

Members discussed the reed maintenance and agreed that due to the current level of maintenance and removal of islands there is very little work required. Members **RESOLVED** that the Town Clerk review the work within the contract with the contractors at the pre-site meeting and concentrate on making some

of the channels larger around the lake preventing access to the islands. Members suggested that the reed maintenance should be left for at least 2 years in order to establish how this affects the geese nesting.

CL/008/18 – TO CONSIDER AND AGREE EXTENDING THE CONTRACT FOR THE CANVEY LAKE GROUNDS MAINTENANCE FOR 1 YEAR WITH THE ADDITIONAL COST OF £700.00 EX VAT PER ANNUM TO MAINTAIN THE PLAY AREA

Members considered the requirements of the current contract and the limited interest in the tender and **RESOLVED** to extend the current contract with Aspect Maintenance Service for 1 year with the additional cost of £700.00 ex VAT for the maintenance of the play area for the extension period.

CL/009/18 - TO CONSIDER AND AGREE THE INSTALLATION OF ADDITIONAL BOLLARDS TO PREVENT VEHICLE ACCESS

Members noted a report provided by the Community Warden regarding an increase in vehicles parking behind the houses mainly from Lincoln Way and The Weald. Members noted the access requirements by the Councils contractor and the Environment Agency and confirmation that the Environment Agency were happy with the addition of bollards as long as they can continue to gain access. Members **RESOLVED** to install concrete parking bollards with 1 drop down bollard with the potential of at least 52 in total and delegated the power to the Town Clerk to investigate quotes as per the Financial Regulations within an agreed budget of £4,000.00.

CL/010/18 – TO CONSIDER AND AGREE THE QUOTES PROVIDED FOR AN ANNUAL TREE AUDIT SURVEY OR A 5 YEAR CONTRACT FOR A TREE AUDIT SURVEY

Members considered the quoted provided and **RESOLVED** to appoint Graham Underhill on a 5 year contract at a cost of £3,100.00 with a break clause after the 1st and 3rd year. Members **RESOLVED** that should the contractor not agree to a contract with a break clause then the contract would be appointed for 1 year only at a cost of £650.00.

CL/011/18 – 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 4.40pm

Chairman

5th September 2018

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