

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF
CANVEY ISLAND TOWN COUNCIL
HELD AT THE COUNCIL OFFICES, 13 HIGH STREET, CANVEY ISLAND ON
MONDAY 19TH FEBRUARY 2018 AT 7.30PM**

PRESENT:

Councillors: Cllr J. Anderson, Cllr. J. Blissett, Cllr. B Campagna, Cllr A. Acott, Cllr M. Tucker, Cllr D. Anderson, Cllr N. Harvey, Cllr P. Greig, Cllr P. May and Cllr D. Blackwell

Also present: Mrs E. De Can – Town Clerk
Ms A. Ruskin – Community Warden
Miss L. Shirley – Community & Events Officer
Ann Horgan – Head of Democratic Service, Castle Point Borough Council
7 members of the public

CO/071/17 – APOLOGIES FOR ABSENCE

All members were present.

CO/072/17 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interest were received.

CO/073/17 - 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.

CO/074/17 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 27TH NOVEMBER 2017

Members **RESOLVED** that the minutes of the Council meeting held on the 27th November 2017 be confirmed as a true record of the proceedings and were signed by the Town Mayor.

CO/075/17 – TO NOTE THE MINUTES FROM THE ENVIRONMENT AND OPEN SPACES COMMITTEE MEETING HELD ON THE 18TH DECEMBER 2017

Members noted the minutes of the Environment and Open Spaces Committee meeting held on the 18th December 2017.

CO/076/17 – TO NOTE THE MINUTES FROM THE COMMUNITY RELATIONS COMMITTEE MEETING HELD ON THE 8TH JANUARY 2018

Members noted the minutes of the Community Relations Committee meeting held on the 8th January 2018.

CO/077/17 – TO CONSIDER AND AGREE THE RECOMMENDATIONS FROM THE POLICY AND FINANCE COMMITTEE MEETING HELD ON THE 29TH JANUARY 2018

Members noted the minutes of the Policy & Finance meeting held on the 29th January 2018 and **RESOLVED** that the minutes are adopted by the Council and recommendations made were agreed and the minutes are to be signed by the Chairman of the committee at the next Policy & Finance meeting.

CO/078/17 – TO NOTE THE MINUTES AND RESOLUTIONS FROM THE PERSONNEL COMMITTEE HELD ON THE 5TH DECEMBER 2017 AND 23RD JANUARY 2018

Members noted the minutes and resolutions from the Personnel Committee held on the 5th December 2017 and 23rd January 2018.

CO/079/17 – TO NOTE THE REPORT OF OFFICERS DECISIONS UNDER DELEGATED POWERS AND BACKGROUND PAPERS.

Members noted the report of officer's decisions under delegated powers and background papers.

CO/080/17 – TO NOTE THE CLERKS REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.

Members discussed the investigation into a Leader of the Council and the Town Clerk confirmed that she had yet to review all the documentation provided. Members agreed that this would be put to the next available Council meeting for a decision.

CO/081/17 – TO REVIEW THE COMMITTEE TERMS OF REFERENCE AND CONSIDER AND AGREE CHANGES TO:

THE PERSONNEL COMMITTEE TERMS OF REFERENCE

Members reviewed the Personnel Committee terms of reference and **RESOLVED** to include the amendment that any member who is deemed to have a friendship or personal relationship with a member of staff should not be permitted to be a member of the Personnel Committee as unbiased decisions cannot be guaranteed. Any concerns should be raised with the Town Clerk prior to the Annual Council Meeting in May where the committee membership is agreed. Any concerns of inappropriate action of a member of the Personnel Committee during the year's term should be reported to the Town Clerk or Personnel Chairman/Vice Chairman for investigation.

THE PLANNING COMMITTEE TERMS OF REFERENCE

Members reviewed the Planning Committee terms of reference and **RESOLVED** to amend the criteria and current planning policy to include the planning committee considering any application that is replacing one property with 2 or more properties.

THE COMMUNITY RELATIONS COMMITTEE TERMS OF REFERENCE

Members reviewed the Community Relations terms of reference and **RESOLVED** to include the requirement for a working group to assist and monitor events and to remove police matters from this committee as this should be a Full Council matter to consider.

CO/082/17 – TO RECEIVE AN UPDATE ON THE INVESTIGATIONS FOR ASSISTING FUNDING ADDITIONAL PCSO'S OR COMMUNITY SPECIAL CONSTABLES ON CANVEY ISLAND

The Town Clerk provided members with details of the roles of PCSO's and Community Special Constables and advised that investigations are on hold by Essex Police until procedural issues with the Community Special Constable Scheme are resolved.

CO/083/17 – TO REVIEW THE FORMAT AND OBJECTIVES OF THE WILDLIFE DAY EVENT

Members reviewed the format and objectives for the Wildlife Day event and **RESOLVED** that the objectives of the event are to learn about wildlife, promote activities on Canvey Island, advertising the green space available on the island and promoting healthy living. Members also **RESOLVED** to agree the proposed enhancements to the event as detailed in the Town Clerks report but ensuring that one marquee is retained for the wildlife groups and an addition to ensure that the education of wildlife at Canvey Wick should form part of the day.

CO/084/17 – TO CONSIDER AND AGREE HAVING A STAND AT THE CASTLE POINT SHOW ON THE 22ND JULY 2018 AND PROVIDE AVAILABILITY FOR STALL COVERAGE

Members **RESOLVED** to have a stand at the Castle Point Show and Cllr's J. Anderson, D. Anderson and M. Tucker confirmed their availability for covering the stall on the day.

CO/085/17 – TO NOTE THE REPORTS PROVIDED FROM THE FOLLOWING FORUMS AND GROUPS: -

- **WYVERN COMMUNITY TRANSPORT**
Members noted the minutes provided.

- **EALC EXECUTIVE COMMITTEE**
Members noted the minutes and papers provided.

CO/086/17 – TO NOTE THE SAD PASSING OF THE SOUTH WARD COUNCILLOR ANTHONY BELFORD

Members noted the sad passing of South Ward Councillor Anthony Belford.

CO/087/17 – TO NOTE THE NOTICE OF CASUAL VACANCY

Members noted the notice of casual vacancy.

CO/088/17 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.

Accounts **APPROVED** and cheques for No1 account 203067 to 203080 inclusive were signed.

CO/089/17 – REPORT FROM THE COMMUNITY WARDEN ON MATTERS RELATING TO CANVEY ISLAND

The Community Warden confirmed that she is continuing with her early morning patrols of Canvey Lake and that once the lighter weather arrives will start early morning patrols at the seafront locations. No other issues were reported.

CO/090/17 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr Campagna advised that due to the good weather during the half term week the seafront was very busy, however, the bins were not emptied during the weekend and were left full. CPBC have been notified, however, the Community Volunteer groups did empty these bins to ensure that the area was fit for visitors. Cllr Blackwell confirmed that CPBC do employ 2 additional employees for the summer months but this does not cover the winter months and confirmed that CPBC will be reviewing this incident with the contractor. Members agreed that the local traders could assist by emptying full bins outside of their premises during these busy times.

CO/091/17 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr Blackwell confirmed that potholes are still an issue, however, the contractors have to follow ECC guidelines and procedures and are currently providing temporary repairs. He confirmed that Virgin Media still have footpath repairs to complete following temporary repairs that have been made. Cllr Blackwell advised that ECC will no longer replace light bulbs to lamp posts in un-adopted roads and that there are approx. 30 to 40 designated private roads on Canvey Island. All new bulbs installed are LED.

Cllr May advised that ECC and CPBC will not commit to assisting with issues at Roscommon Way as this is a Police issue. The Police have confirmed that actions have been taken but due to ongoing proceedings cannot give out information to the public.

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

CO/092/17 – TO CONSIDER AND AGREE THE NOMINATIONS FOR THE COMMUNITY AWARDS

Members considered the nominations for the Community Awards and **APPROVED** the winners which will be announced at the Annual Town Meeting on the 5th March 2018.

CO/093/17 – TO DISCUSS CONFIDENTIAL MATTERS

Members discussed matters under the Localism Act 2011 and **RESOLVED** to defer this item pending further instructions from members of the Council.

The meeting closed at 10.30pm.

TOWN MAYOR

9th April 2018