

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE
COMMUNITY RELATIONS COMMITTEE OF THE CANVEY ISLAND TOWN COUNCIL
HELD AT THE COUNCIL OFFICES, 13 HIGH STREET, CANVEY ISLAND ON
MONDAY 8TH JANUARY 2018 AT 7.30PM**

PRESENT:

Councillors: Cllr P. May (Chairman), Cllr J. Blissett, Cllr P. Greig, Cllr D. Anderson, Cllr B. Campagna

Non Committee Members: Cllr A. Acott and Cllr J. Anderson

Also present: Miss Laura Shirley – Community and Events Officer
Mr Nigel Milner – Deputy Clerk
6 members of the public

CR/031/17 – APOLOGIES FOR ABSENCE

Apologies were received from Cllr M Tucker.

CR/032/17 – TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

No declarations of interest were received.

CR/033/17 – 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.

CR/034/17 – TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETING HELD ON 16TH OCTOBER 2017

The minutes of the committee meeting held on 16th October 2017 were **CONFIRMED** and signed as a true record.

CR/035/17 – TO NOTE THE CLERKS REPORT ON ONGOING PROJECTS AND NOT ON THE AGENDA

Members noted the Clerks report of ongoing projects.

CR/036/17 – TO CONSIDER AND AGREE THE EVENT DATES FOR 2018 AND THE SUMMER EVENT PROGRAMME.

Members discussed and **AGREED** the dates for events in 2018 and Summer Event Programme in 2018.

CR/037/17 – TO CONSIDER AND AGREE REVIEWING SETTING UP A COMMUNITY SPEED WATCH GROUP

Members discussed the setting of a Community Speed Watch Group. Members **RESOLVED** that the Community and Events Officer further investigate the setting up of a Community Speed Watch Group.

CR/038/17 – TO CONSIDER WHETHER THE COMMITTEE WISH TO COMMEMORATE THE ANNIVERSARY OF THE DUTCH COTTAGES.

Members discussed the commemoration and anniversary. Members **RESOLVED** that the Town Council should be involved in commemoration and that the Community & Events Officer should investigate and liaise with other local Groups in supporting the anniversary.

CR/039/17 – TO CONSIDER AND AGREE COMMEMORATING THE ANNIVERSARY OF WW1 BY LIGHTING THE BEACON IN 2018.

Members discussed the anniversary and the location of any commemorative event. Cllr Acott advised that Waterside Farm could be used as the public could be invited and suitable car parking would be available. The Community & Events Officer confirmed that funding for any event would need to come from the General Events Budget. Members **RESOLVED** that the Community and Events Officer should investigate further and contact Castle Point Borough Council regarding the event.

CR/040/17 – TO CONSIDER AND AGREE THREE DATES IN 2018 FOR LITTER PICK PROJECTS AND TARGET AREAS.

Cllr Blissett advised that looking to arrange Litter Pick events in West Ward involving local community groups. Cllr Campagna advised that Castle Point Borough Council were looking to be involved in Great British Litter Pick in March 2018. Members **AGREED** that the Community & Events Officer should contact Stuart Jarvis and speak to the Town Clerk regarding target areas.

CR/041/17 – TO CONSIDER AND AGREE THE QUOTES PROVIDED TO PURCHASE TABLES FOR ACTIVITIES AT EVENTS

Cllr Acott asked the Community & Events Officer whether consideration had been given to undertaking Procurement through Essex County Council. Members discussed the options that were available. The Community & Events Officer provided quotes for various tables and members **RESOLVED** to delegate the power to the Town Clerk to purchase the tables which were considered to be the most suitable not exceeding the highest cost provided in the quotes to be taken from the General Events Budget.

CR/042/17 – TO CONSIDER AND AGREE THE QUOTES PROVIDED FOR THE PURCHASE OF LARGE LAWN GAMES FOR USE AT EVENTS

Members **RESOLVED** to purchase the Giant Snakes & Ladders and Giant Connect 4 as recommended in the quotes at a total cost of £194.23 with monies being provided from General Events Budget.

CR/043/17 – TO NOTE THAT THE LEGACY XS PARTNERSHIP HAS NOW CEASED

Members **NOTED** that Legacy XS Partnership had now ceased.

CR/044/17 – TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED

Members **APPROVED** accounts for signature for cheques 203042 to 203054 inclusive.

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/01/2018	Land & Water Services Limited	203042	14,502.59		Reed Maintenance - Year 4
08/01/2018	Aspect Maintenance Ltd	203043	4,503.00		Maintenance - Dec 2017
08/01/2018	G & K Groundworks Ltd	203044	110.00		Storage Unit Rental - Jan 2018
08/01/2018	Anglian Water Business	203045	215.21		Sewage Charges
08/01/2018	This is Fever Limited	203046	24.00		Cloud Hosting - Jan 2018
08/01/2018	Breheny Civil Engineering Ltd	203047	1,872.85		Tidal Pool Joint Replacement
08/01/2018	NWG Business	203048	175.72		Water Charges - Geylen Road
08/01/2018	C Black	203049	995.00		Tewkes Creek Tree Planting
08/01/2018	Carter Security Limited	203050	192.54		Install of Emergency Light x 3
08/01/2018	Design4Print	203051	111.60		Christmas Cards
08/01/2018	Leigh Times Series Limited	203052	60.00		Christmas Event
08/01/2018	J & M Payroll Services Limited	203053	36.00		Payroll Processing
08/01/2018	D Trower	203054	20.00		Window Cleaning - Office
Total Payments			22,818.51		

The meeting closed at 8.17pm.

CHAIRMAN

9TH April 2018