

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF  
CANVEY ISLAND TOWN COUNCIL  
HELD AT THE COUNCIL OFFICES, 13 HIGH STREET, CANVEY ISLAND ON  
MONDAY 26TH NOVEMBER 2018 AT 7.30PM**

**PRESENT:**

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

**Also present:** Mrs E. De Can – Town Clerk  
Mrs A. Wakenell – Community Warden  
1 members of the public

**CO/069/18 - APOLOGIES FOR ABSENCE**

Cllr Tucker.

**CO/070/18 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

No declarations of interest were received.

**CO/071/18 - 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.

**CO/072/18 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 3RD SEPTEMBER 2018**

Members **RESOLVED** that the minutes of the Council meeting held on the 3rd September 2018 be confirmed as a true record of the proceedings and were signed by the Town Mayor.

**CO/073/18 – TO NOTE THE MINUTES FROM THE ENVIRONMENT AND OPEN SPACES COMMITTEE MEETING HELD ON THE 24<sup>TH</sup> SEPTEMBER 2018**

Members noted the minutes of the Environment and Open Spaces Committee meeting held on the 24<sup>th</sup> September 2018.

**CO/074/18 – TO NOTE THE MINUTES FROM THE COMMUNITY RELATIONS COMMITTEE MEETING HELD ON THE 15<sup>TH</sup> OCTOBER 2018**

Members noted the minutes of the Community Relations Committee meeting held on the 15<sup>th</sup> October 2018.

**CO/075/18 – TO CONSIDER AND AGREE THE RECOMMENDATIONS FROM THE POLICY AND FINANCE COMMITTEE MEETING HELD ON THE 5<sup>TH</sup> NOVEMBER 2018**

Members noted the minutes of the Policy & Finance meeting held on the 5<sup>th</sup> November 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/076/18 – TO NOTE THE MINUTES AND RESOLUTIONS OF THE PERSONNEL COMMITTEE MEETING HELD ON THE 17<sup>TH</sup> SEPTEMBER AND 19<sup>TH</sup> NOVEMBER 2018**

Members noted the Personnel Committee minutes of the meeting on the 17<sup>th</sup> September and 19<sup>th</sup> November 2018.

**CO/077/18 – 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/078/18 – TO NOTE THE CLERKS REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.**

Members noted the report. The Town Clerk provided an update on the Community Safety Partnership and the participation of the Town Council representative. Cllr Blackwell confirmed that he had brought this up at the last Cabinet meeting and the Chairman of the partnership Cllr Isaacs was fully supportive. Cllr Anderson advised that CPBC were looking into costs to provide 2 additional officers to tackle dog fouling. The Town Clerk confirmed that recruitment was now open for the Canvey Island Community Special Constables and a recruitment information stand will be at the Christmas event on the 1<sup>st</sup> December 2018. It was confirmed that the Town Council is responsible for advertising and promoting the recruitment but Essex Police will be administering the recruitment process.

**CO/079/18 – TO CONSIDER AND AGREE THE PROPOSAL TO APPROACH CASTLE POINT BOROUGH COUNCIL WITH THE INTENTION TO TAKE OVER THE RESPONSIBILITIES AND MAINTENANCE OF THE DUTCH COTTAGE.**

Members noted the Clerks report and considered the proposal to approach Castle Point Borough Council for the potential of taking over the responsibilities and maintenance of the Dutch Cottage. Members **RESOLVED** to include the cottage in the four year plan, agree a budget allowance and to commence negotiations with the Borough Council.

**CO/080/18 - TO CONSIDER AND AGREE THE BUDGET AND PRECEPT FOR 2019/20 AND THE FOUR YEAR PLAN.**

Members discussed the budget reports provided and **RESOLVED** to set a budget of £434,313 and raise a precept of £242,538 with a 0% increase in the precept based on the Band D equivalent of £20.61. Members noted that the final tax base figures have not yet been confirmed by the Borough Council, therefore the precept figure could change slightly, however; this will not affect the Band D figure for residents.

Members discussed the four year plan and **RESOLVED** to agree the proposals submitted for consideration with the inclusion of the Dutch Cottage.

**CO/081/18 - TO CONSIDER AND AGREE A GRANT APPLICATION FROM THE PHOENIX CLUB FOR THE DISABLED.**

Members considered the grant application from the Phoenix Club for the Disabled for financial assistance towards taking its members to a pantomime. Members noted that this application was for revenue and its policy clearly states that it will only support capital applications, however, were very supportive of the Phoenix Club and its service to the community and **RESOLVED** that a £500 grant be awarded on this occasion as a one off.

Members **RESOLVED** that the current policy should be reviewed to allow more scope for future potential applications.

**CO/082/18 - TO CONSIDER AND AGREE THE PROPOSALS MADE FOR THE WELCOME SIGNAGE ON CANVEY WAY.**

Members considered the proposals and quotes provided for the welcome signage on Canvey Way and **RESOLVED** to amend the design to include the wording of Canvey Island Town Council, remove the CPBC logo and District of Castle Point and to include the additional wording of 'By the Sea' under Canvey Island. Members also requested that the sign have a reflective component to ensure safety along the busy road. Members **RESOLVED** to appoint Sign of the Times for the manufacture of the signage at a cost of £2,194.95, however, noted that the additional wording and reflective components may incur additional costs therefore **RESOLVED** to delegate the power to the Town Clerk to approve additional funds up to £500 and to appoint Aspect Maintenance Ltd to install the signage at a cost of £175.00 with all costs being taken from the Street Furniture budget.

**CO/083/18 - TO NOTE THE 2018 AIR QUALITY ANNUAL STATUS REPORT AND INFORMATION PROVIDED BY THE EALC REGARDING AIR QUALITY.**

Members noted the report provided, however, raised concerns that there was no adequate evidence within the report to indicate that traffic and air pollution is being monitored. Members **RESOLVED** for the Leader of the Council to raise this issue at the next CPBC Cabinet meeting for a review of this report.

**CO/084/18 - TO CONSIDER AND AGREE A REPRESENTATIVE FOR THE LOCAL HIGHWAY PANEL.**

Members considered the request and **RESOLVED** to appoint Cllr John Anderson as the Local Highway Panel representative.

**CO/085/18 – TO CONSIDER TAKING PART IN THE HIGHWAYS DEVOLUTION PILOT.**

Members considered the report provided by Cllr Acott who attended the presentation by Essex County Council and **RESOLVED** that although it is agreed in principle that this is a good idea the Council will not be taking part in the Highways Devolution Pilot as it is not currently feasible due to the lack of funding being provided for the services requested and the inadequate information of costings involved.

**CO/086/18 – 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 provided.

**CO/087/18 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.**

Accounts **APPROVED** and cheques for No1 account 203267 to 203293 inclusive were signed.

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
26/11/2018	Primrose Cleaning Contractors	203267	111.00		Office Cleaning - Oct
26/11/2018	C Black	203268	2,350.00		Installation of 47 Trees
26/11/2018	North London & Essex News Ltd	203269	120.00		Advert
26/11/2018	WG & DA Keeling	203270	600.00		Cut & bale meadow
26/11/2018	Office Needs	203271	26.38		Paper
26/11/2018	Carter Security Ltd	203272	138.00		Call Out/Mobile & Clerks Office
26/11/2018	Viking Office Supplies	203273	150.14		Stationery
26/11/2018	Aylesford Electrical	203274	4,950.00		75% Lights Install
26/11/2018	Mr R Dolphin	203275	660.00		Parking Spaces Dec18/May19
26/11/2018	Rolling Stage Hire Ltd	203276	2,000.00		Stage & Compere
26/11/2018	Daws Heath Timber Ltd	203277	40.00		Xmas Tree/St Nicholas Festival
26/11/2018	B&M Carpenters Ltd	203278	234.00		New Jetty Step
26/11/2018	Canvey Island Wildlife Conserv	203279	500.00		Annual donation
26/11/2018	J & M Payroll Services Limited	203280	36.00		Payroll - Oct
26/11/2018	G & K Groundworks Ltd	203281	110.00		Unit Rental - Nov
26/11/2018	Imagin Products Ltd	203282	10.86		Name Badge - Kate Smiles
26/11/2018	Breheny Civil Engineering	203283	1,872.85		Replacement joints x 4
26/11/2018	Barcham Trees	203284	5,485.20		Supply of 47 Trees & Hornbeam
26/11/2018	Slatford	203285	950.00		Christmas Trees
26/11/2018	Breath Easy Canvey Island	203286	500.00		Grant - Newsletters
26/11/2018	Aspect Maintenance Ltd	203287	2,952.00		Bridge painting
26/11/2018	This is Fever Limited	203288	24.00		Cloud Hosting - Nov
26/11/2018	National Pen	203289	75.54		Promotional Pens
26/11/2018	Ice Queen	203290	1,762.80		Reindeer x 2
26/11/2018	D Trower	203291	20.00		Window Cleaner - Nov
26/11/2018	North London & Essex News Ltd	203292	60.00		Advert
26/11/2018	Essex PFCC FRA	203293	4,000.00		Fire Break
<b>Total Payments</b>			<b>29,738.77</b>		

**CO/088/18 – REPORT FROM THE COMMUNITY WARDEN ON MATTERS RELATING TO CANVEY ISLAND**

The Community Warden confirmed that the reed maintenance at Canvey Lake had been completed, the Beach Clean was a great success, a successful Lake Watch meeting had recently taken place and the ROSPA report had been completed on the Play Area.

**CO/089/18 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND**

Cllr Blackwell confirmed that the Local Plan was up for discussion at the Cabinet meeting on the 28<sup>th</sup> November 2018.

**CO/090/18 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND**

Cllr Blackwell advised that a safety scheme is currently being reviewed at the location of the accident at the seafront in the summer. Following the review of the local libraries Cllr Blackwell confirmed that the Canvey library is safe, however, the three Benfleet libraries are under threat. It was also confirmed that the Police Commissioner is holding a public meeting on the 3<sup>rd</sup> December at the Paddocks.

Cllr May advised that he is in discussions with various parties regarding the planting of additional trees and the positive impact on the community. He is proposing that all three local authorities work together to conduct a pilot scheme which he intends to put forward to the Highways Panel.

*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/091/18 – TO RECEIVE A REPORT ON THE LABWORTH MEMORIAL GARDENS/BUMBLEBEE PARK LEASE NEGOTIATIONS.**

Members noted the report provided and **RESOLVED** to propose a term of 25 years for the renewal of the Labworth Gardens lease and for the Leader of the Council to raise the Councils disapproval and concerns with the Regeneration Board regarding the removal of the Bumblebee Gardens and the relocation of the structure to Canvey Heights due to its isolated location and potential vandalism.

**CO/92/18 – TO RECEIVE A REPORT ON THE BANDSTAND**

Members noted the report provided and **RESOLVED** to propose a term of a 25 year lease for the bandstand and surrounding square and gardens to run concurrently with the Labworth Memorial Gardens. Members noted that the current bandstand is dilapidated and will require refurbishment.

The meeting closed at 9.40pm.

TOWN MAYOR

25<sup>th</sup> February 2019