

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF
CANVEY ISLAND TOWN COUNCIL
HELD AT THE COUNCIL OFFICES, 13 HIGH STREET, CANVEY ISLAND ON
MONDAY 3RD SEPTEMBER 2018 AT 7.30PM**

PRESENT:

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

Also present: Mrs E. De Can – Town Clerk
Ms A. Ruskin – Community Warden
3 members of the public

CO/048/18 - APOLOGIES FOR ABSENCE

Cllr N. Harvey.

CO/049/18 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Blackwell and Cllr Acott declared a non-pecuniary interest in item 16 on the agenda as they are both members of the Canvey Island Wildlife Conservation Group.

CO/050/18 - 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/051/18 - TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 31ST JULY 2018

Members **RESOLVED** that the minutes of the Council meeting held on the 31st July 2018 be confirmed as a true record of the proceedings and were signed by the Town Mayor.

CO/052/18 – TO NOTE THE MINUTES FROM THE ENVIRONMENT AND OPEN SPACES COMMITTEE MEETING HELD ON THE 11TH JUNE 2018

Members noted the minutes of the Environment and Open Spaces Committee meeting held on the 11th June 2018.

CO/053/18 – TO NOTE THE MINUTES FROM THE COMMUNITY RELATIONS COMMITTEE MEETING HELD ON THE 2ND JULY 2018

Members noted the minutes of the Community Relations Committee meeting held on the 2nd July 2018.

CO/054/18 – TO CONSIDER AND AGREE THE RECOMMENDATIONS FROM THE POLICY AND FINANCE COMMITTEE MEETING HELD ON THE 23RD JULY 2018

Members noted the minutes of the Policy & Finance meeting held on the 23rd July 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/055/18 – TO NOTE THE MINUTES AND RESOLUTION OF THE PERSONNEL COMMITTEE MEETING HELD ON THE 13TH JUNE 2018

Members noted the Personnel Committee minutes of the meeting on the 13th June 2018.

CO/056/18 – 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/057/18 – TO NOTE THE CLERKS REPORT OF ONGOING PROJECTS AND NOT ON THE AGENDA.

Members noted the report.

CO/058/18 – TO RECEIVE AN UPDATE ON THE INVESTIGATIONS FOR ASSISTING FUNDING ADDITIONAL COMMUNITY SPECIAL CONSTABLES ON CANVEY ISLAND AND CONSIDER AND AGREE ACTIONS TO BE TAKEN.

Members were provided with information regarding the Community Special Constables scheme and **RESOLVED** to sign the Special Police Service Agreement to commence participation in the scheme and approve the recruitment and funding for the provision of 5 Community Special Constables from the £5,000 budget earmarked for this purpose.

CO/059/18 - TO NOTE THE VACANCY ON THE PLANNING COMMITTEE AND CONSIDER AND AGREE APPOINTING A NEW MEMBER/MEMBERS.

Members noted the vacant seat on the committee and the Town Clerk's recommendation to appoint a further three committee members and **RESOLVED** to appoint Cllr M. Tucker to the Planning Committee.

CO/060/18 - TO CONSIDER AND AGREE HOW THE COUNCIL CAN ASSIST WITH THE ISSUE OF DOG FOULING.

Members considered the issues on the island regarding dog fouling and noted that at present the Town Council does not have a specific role targeting Dog Fouling as it is currently part of the duties of the Community Warden who has been authorised by CPBC to issue fixed penalty notices for dog fouling and litter. Any income received from these penalty notices is kept by the Borough Council, however, it was agreed in 2012 that the income generated from these fixed penalty notices would be expected to go back into further education/raising public awareness of Dog Fouling and Litter on Canvey Island. Members noted that Dog Wardens are employed to deal with stray or dangerous dogs not just the issuing of fines. Members considered the possibility of submitting an application to the Local Council Fund for assistance in the creation of a new role to tackle dog fouling but the Council would need to demonstrate that the employment was sustainable in the long run as at present there is no budget set aside for a new post.

Members **RESOLVED** to research an additional role for an Enforcement Officer to tackle dog fouling and litter and to educate and enforce penalties on irresponsible dog owners and the long term financial implications and budget requirements for possible implementation with effect from April 2019.

CO/061/18 - TO RECEIVE AN UPDATE ON THE CLOSURE OF CANVEY LAKE ENFORCED BY CEFAS AND A REPORT ON THE INCIDENTS OF FISH AND WILDFOWL DEMISE DURING THE SUMMER MONTHS.

Members noted the reports provided and in particular the collection of samples by the CEFAS Fish Health Inspector and the confirmation of KHV (koi herpesvirus) disease. The presence of KHV was confirmed in these samples through PCR (polymerase chain reaction) and gene sequencing diagnostic tests which were conducted at the CEFAS laboratory in accordance with EU statutory requirements. The fish samples exhibited the clinical signs associated with the disease. KHV disease is notifiable under the 'Aquatic Animal Health (England & Wales) Regulations 2009'. Where notifiable disease is suspected or confirmed disease control measures are in the form of a designation notice to stop the movement of live and dead fish and to ascertain site activities, to reduce the risk of further disease spread. Disease control signage has been erected around the lake. It has been recommended that the lake remain closed for fishing whilst the mortalities are ongoing. Due to the nature of the lake and the difficulty in placing biosecurity measures in the form of secure net dips it has been recommended that the lake remain closed throughout the summer season. This is in order to prevent any potential re-occurrence of disease.

A Confirmed Designation is a legal order and remains in force until CEFAS are satisfied that the disease is no longer present in the area. The monitoring programme will start in 2019 and takes a minimum of one year to complete post disease outbreak and will run to the end of the calendar year following. Canvey Lake will receive a minimum of two formal inspections per year during the KHV disease outbreak season, to assess stock health and check compliance with the conditions of the designation. In addition, CEFAS

may under take unannounced spot checks at any time of the year to monitor for compliance with the conditions of the Confirmed Designation.

Members noted that the wildfowl deaths have although not confirmed shown signs and symptoms of Avian Botulism and there is a high probability of the disease being present.

Members requested that consideration of a pumping system be reviewed which would be taken back to the Common Liaison Committee.

CO/062/18 - TO REVIEW THE FOCUS OF THE ANNUAL TOWN MEETING AND CONSIDER AND AGREE ADDITIONAL AWARDS FOR THE COMMUNITY AWARDS 2019.

Members reviewed the focus and format of the Annual Town Meeting and **RESOLVED** to change the format to a more informal style of event where all councillors and officers are available to answer resident enquiries and not give a formal presentation but have this displayed prominently in the hall for residents to watch throughout the evening. Changing the format would allow more resident engagement and ensure the focus stays on the Town Council and the Community Awards could then be presented formally after a period of informal resident engagement.

Members **RESOLVED** to increase the existing three awards of Young Citizen of the Year (Under 18 years old), Citizen of the Year and Community Group of the Year to include the additional awards of Youth Community Group of the Year, Best Community Contribution from a local Business and Best School Community Project.

CO/063/18 - TO CONSIDER AND AGREE RETROSPECTIVE PERMISSION FOR THE CANVEY ISLAND WILDLIFE CONSERVATION GROUP TO INSTALL A NEW SIGN AT THE DON DOWNES NATURE RESERVE.

Members considered the retrospective request to install new signage at the Don Downes Nature Reserve and **RESOLVED** to approve the installation of the new sign.

CO/064/18 – 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. Cllr Acott advised that a proposal had been made to NALC in relation to Air Quality Monitoring and that he had reviewed CPBC website to see what had been recorded for Canvey Island but the website was not working and was closed due to re-vamping. Members **AGREED** that the Town Clerk contact CPBC to establish the current air quality readings and why the information is not available on the website.

Cllr Acott advised that some Town/Parish Councils are asking for electric points to be put into garages when considering planning applications and requested that the Council consider this point.

- **Transport Meeting**
Members noted the minutes provided.

CO/065/18 - TO CONFIRM ACCOUNTS FOR PAYMENT PREVIOUSLY AGREED.

Accounts **APPROVED** and cheques for No1 account 203217 to 203229 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>
03/09/2018	Aspect Maintenance Ltd	203217	4,503.00		Maintenance - July 2018
03/09/2018	J & M Payroll Services Limited	203218	36.00		Payroll Processing - July 18
03/09/2018	This is Fever Limited	203219	24.00		Cloud Hosting - Aug 2018
03/09/2018	Leigh Times Series Limited	203220	960.00		July wrap for Newsletter
03/09/2018	Viking Office Supplies	203221	27.47		Industrial Hole Punch
03/09/2018	North London & Essex News Ltd	203222	60.00		July 2018 Advert
03/09/2018	Primrose Cleaning Contractors	203223	111.00		Office Cleaning - July 2018
03/09/2018	Rialtas Business Solutions Lim	203224	300.00		Omega Software Maintenance
03/09/2018	D Trower	203225	20.00		Wind Cleaning Office Aug 18
03/09/2018	DC PAT TESTING	203226	90.00		PAT Testing - August 18
03/09/2018	Canvey Island FC	203227	1,036.60		Garden Trail Monies
03/09/2018	NWG Business	203228	31.54		Water - 11 High St Dec17/Jun18
03/09/2018	W Martin & Sons Ltd	203229	378.00		Remove & Dispose of fish
Total Payments			<u>7,577.61</u>		

CO/066/18 – REPORT FROM THE COMMUNITY WARDEN ON MATTERS RELATING TO CANVEY ISLAND

The Community Warden provided no further report due to the duration of incidents at Canvey Lake.

CO/067/18 - REPORTS FROM CASTLE POINT BOROUGH COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

No reports were provided.

CO/068/18 - REPORTS FROM ESSEX COUNTY COUNCILLORS ON MATTERS RELATING TO CANVEY ISLAND

Cllr Blackwell confirmed that the issues with the pot holes were now being progressed. He advised that there was a current issue with utility companies leaving grass verges in an unacceptable condition once work had been completed. It was confirmed that ECC have powers to ensure that verges are repaired to an acceptable standard once work is completed.

The meeting closed at 8.50pm.

TOWN MAYOR

26th November 2018