

**MINUTES OF THE PROCEEDINGS AT THE MEETING OF THE  
COMMON LIAISON COMMITTEE HELD IN THE COUNCIL OFFICE,  
13 HIGH STREET, CANVEY ISLAND  
ON WEDNESDAY 27<sup>TH</sup> FEBRUARY 2019 AT 3.00PM**

**PRESENT:** Isobel Donovan (Chairman), Cllr J. Anderson, Cllr P. Varker and Cllr R. Howard

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

Members welcomed Isobel Donovan who replaced Yianni Andrews at this meeting as the independent chairman of the committee for the RSPB.

**CL/034/18 - APOLOGIES FOR ABSENCE.**

Cllr B. Campagna and Yianni Andrews provided apologies.

**CL/035/18 - TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

No declarations of interest were received.

**CL/036/18 - 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.**

There were no members of the public present.

**CL/037/18 – TO CONFIRM AND SIGN AS A TRUE RECORD THE MINUTES OF THE COMMITTEE MEETING HELD ON 28<sup>TH</sup> NOVEMBER 2018.**

The minutes of the committee meeting held on the 28<sup>th</sup> November 2018 were **CONFIRMED** and signed as a true record.

**CL/038/18 – TO NOTE THE CLERKS REPORT FROM THE ONGOING PROJECTS AND NOT ON THE AGENDA.**

Cllr Howard advised that a resident of Denham Road had approached him regarding the maintenance requirements of the un-adopted road. The Town Clerk confirmed that following the last meeting the committee had agreed to attend a multi-agency meeting and are awaiting confirmation from Cllr Blackwell or Cllr May of dates for this meeting.

Members discussed the ongoing issues with residents parking at the end of Lakeside Path and the dangers that this causes to the public. Officers confirmed that the registered owner has been contacted but no response has been received. Members agreed to pursue the potential of double yellow lines.

**CL/039/18 – TO CONSIDER AND AGREE THE DRAFT PARTNERSHIP AGREEMENT WITH THE FISHING CLUB**

Members reviewed the draft partnership agreement and **RESOLVED** to approve the agreement for implementation and for the Town Clerk to progress with a working partnership with the club.

**CL/040/18 – TO CONSIDER AND AGREE THE SPECIFICATION FOR THE TENDER OF THE MAINTENANCE CONTRACT FOR THE LAKE AND SURROUNDING AREAS**

Members considered the specification for the maintenance contract and **RESOLVED** to approve the amendments for inclusion in the tender document.

**CL/041/18 – TO NOTE THE TREE AUDIT REPORT COMPLETED ON THE 12<sup>TH</sup> DECEMBER 2018**

Members noted the report and actions being taken.

**CL/042/18 – 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 3.50pm

Chairman

15<sup>th</sup> May 2019