



Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
council@leighonseatowncouncil.gov.uk www.leighonseatowncouncil.gov.uk



Chairman: Cllr Richard Herbert
Vice Chairman: Cllr Carole Mulroney
Town Clerk: Paul Beckerson

MINUTES OF THE MEETING OF THE COMMUNITY FACILITIES COMMITTEE HELD ON 2nd JUNE 2015 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Alistair Hanman (Vice Chairman), Madelaine Hanman-Murphy, Val Morgan, Carole Mulroney, Caroline Parker (until Min 15), Helen Robertson and Vivien Rosier

In attendance: Cllr Donald Fraser, Paul Beckerson (Town Clerk)

3. VICE CHAIRMAN'S OPENING REMARKS

The Vice Chairman opened the meeting and passed the chair to the Vice Chairman of Council Cllr Carole Mulroney.

4. APOLOGIES FOR ABSENCE

Cllr Richard Herbert

5. APPROVAL OF MINUTES OF THE MEETINGS OF 7th APRIL and 13th MAY 2015

The minutes of the meetings of 7th April and 13th May 2015 were agreed and signed by the meeting Chairman.

6. DECLARATION OF MEMBERS' INTERESTS

There were none

HIGHWAY INFRASTRUCTURE

7. PROVISION OF LITTER BIN AT THE TOP OF CHURCH HILL

Members discussed the proposal and **RESOLVED** to investigate an alternative. That the existing bin near the bus stop is moved to the proposed position and that a new bin be provided at the bottom of Church Hill. The Town Clerk to contact SBC to ascertain if this is a viable proposition.

8. PROVISION OF DOG BIN OUTSIDE THE COMMUNITY CENTRE

The Committee **RESOLVED** to not place a Dog Bin outside the LCC and to investigate the provision of bags to enable disposal of dog waste. The information to be obtained and referred to Dog Waste and Litter PDG (E&L)

9. FORMATION OF STREET FURNITURE TASK & FINISH GROUP

The Committee **RESOLVED** to approve the formation of the group. Nominations were requested for members of the group; Cllr Caroline Parker was elected. The request for additional members will be included on the next Council meeting agenda.

COUNCIL ASSETS

10. SKATE PARK REPORT – Officer Information Report

The Committee **noted** the report.

11. STRAND WHARF REPORT – Officer Information Report

The Committee **noted** the report.

LEIGH COMMUNITY CENTRE

12. COMMUNITY CENTRE ACTION REPORT – Officer Update Report

A new Community Centre Administrator had been appointed today she takes up post on 3rd July 2015.

The Committee **noted** the report.

13. FORMATION OF COMMUNITY CENTRE DEVELOPMENT PDG (Confidential Appendix 1 to the agenda)

The Committee **RESOLVED** to agree the motion.

MOTION: That a Policy Development Group be established, consisting of members of the CF Committee and such members of the public as the Group from time to time invites, to consider all aspects of the future development of the Centre. That Cllrs. Herbert, Hanman and Mulrone be authorised to discuss matters related to the future of the Centre with officers and members of the Borough Council and others on behalf of the Committee.

The Committee further **RESOLVED** that Cllrs Madelaine Hanman-Murphy and Caroline Parker are members of the PDG.

14. REPORT FROM BURSARY PDG MEETING 21st April 2015 - Report 2518/CFPDG (Appendix 1 to the agenda)

The Committee **RESOLVED** to agree the recommendation:

- That there should be a formal advertisement (newspaper and website) twice yearly in April and September, with a set deadline (in 2015/16 the first round will be in June)
- All applications will be in the format referred to in the report with accounts attached (Appendix 2 to the report)
- The current budget of £1,400 will be equally divided between the two rounds £700 in April and £700 in September.
- Any remaining funds left after the formal application rounds will be available for one off applications, on a first come first served basis with the same format of application as the twice yearly rounds

The Committee further **RESOLVED** that an evaluation form be included as part of the application process.

15. ELSIE'S PLACE CIC FINANCIAL STATEMENT – 27th May 2015 - Report 2520/PB (Appendix 2 to the agenda)

Cllr Caroline Parker left the meeting

The Committee **noted** the report.

16. BUDGET REPORT – Report 2519/CFC – 27th May 2015 – (Appendix 3 to the agenda)

The Committee **noted** the report.

17. MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

That in view of the confidential nature of the business to be transacted the public and press be temporarily excluded and they are instructed to withdraw (SO.3(d)) - (contractual)

Start of confidential business

18. APPLICATIONS FOR CAFETERIA FRANCHISE – Report 2521/CFC (Confidential Appendix 2 to the agenda)

The Committee **RESOLVED** to accept Proposal 1 and that the Town Clerk is given delegated authority to negotiate transitional arrangements and transfer of the franchise.

19. DRAFT 30 YEAR LEASE FOR LEIGH COMMUNITY CENTRE – Report 2522/CFC (Confidential Appendix 3 to the agenda)

The Committee **RESOLVED** to note the Draft Lease with a request that a ceiling be applied regarding the profit contribution.

End of confidential business

The meeting closed at 8.59pm