



Leigh-on-Sea Town Council

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

MINUTES OF A MEETING OF THE LEIGH-ON-SEA TOWN COUNCIL HELD AT 7.30PM ON TUESDAY 22nd SEPTEMBER 2015 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Carole Mulroney (Vice Chairman), Jill Adair, Patrick Fox, Donald Fraser, Alistair Hanman, Madelaine Hanman-Murphy, Valerie Morgan, Dec Mulroney, Ron Owen, Helen Robertson, Vivien Rosier and Jane Ward

Also in attendance: Paul Beckerson (Town Clerk), Echo Reporter and 2 members of the public

Prior to the meeting prayers were said by former Councillor Margaret Cotgrove.

The meeting opened at 7.30 pm

56. VICE CHAIRMAN'S OPENING REMARKS

The Vice Chairman welcomed everyone to the meeting and especially Cllr Donald Fraser after his recent illness.

57. APOLOGIES FOR ABSENCE

Cllrs: Mark Bromfield, Richard Herbert, Fr. Clive Hillman and Caroline Parker

58. DECLARATION OF MEMBERS' INTERESTS

The Vice Chairman declared a non-pecuniary interest in the Town Clerk's report (Strand Wharf) as a Borough Councillor, Cllr Donald Fraser declared a pecuniary interest in P&RC minute 37 as a trustee.

59. APPROVAL OF MINUTES OF THE MEETING OF 21st JULY 2015

The minutes of the meeting of 21st July 2015 were agreed and signed by the Vice Chairman as a true and accurate record.

60. PUBLIC QUESTIONS

There were none

61. QUESTIONS FROM COUNCILLORS

There were none

62. VACANT POSITIONS CAUSED BY RESIGNATION

Public Transport Representative – left vacant
EALC Larger Local Councils Forum – left vacant
EALC Representative at AGM – left vacant
St John First Aid Post Liaison – Cllr Valerie Morgan

63. CO-OPTION OF MEMBERS TO THE COMMUNITY TRANSPORT TASK & FINISH GROUP

Council **RESOLVED** to appoint Margaret Cotgrove and Paul Lawrence to the group.

64. ADOPTION OF VOLUNTEER POLICY DOCUMENT Report 2553/LP (Appendix 2 to the agenda)

Council **RESOLVED** to adopt the policy, confirm the membership of the T&FG as Cllrs Valerie Morgan, Carole Mulroney, Helen Robertson and Jane Ward and adopt the process recommended for communication regarding the Volunteer Programme.

65. COMMITTEES

- a) Planning, Highways & Licensing Committee – The minutes of the meetings 28th July, 11th and 25th August and 8th September 2015 were **NOTED**
- b) Community Facilities Committee – The minutes of the meeting 29th July 2015 were **NOTED**
- c) Environment & Leisure Committee – The minutes of the meeting 22nd July 2015 were **NOTED**
- d) Policy & Resources Committee – The minutes of the meeting 15th September 2015 were **NOTED** with the exception of minutes 27(a), 34, 38, 40 and 41

i) Minute 27(a) – CREATION OF THREE PENSIONABLE POSTS LGA 1972

Council **RESOLVED** that Community Centre Administrator, Community Facilities Manager and Assistant Town Clerk are designated pensionable posts under the Local Government Pension Scheme Regulations.

ii) Minute 34 – APPLICATION FOR A GOLD AWARD UNDER THE LOCAL COUNCIL AWARD SCHEME

Council **RESOLVED** that an application for a Gold Award be pursued and that the fees of £250 be paid from the Office Miscellaneous Budget

iii) Minute 38 – ANNUAL AUTHORISATION OF DIRECT DEBIT PAYMENTS

Council **RESOLVED** to authorise the direct debit payments for a further year.

iv) Minute 40 – 2015/16 POLICY & RESOURCES, OFFICE BUDGET ADJUSTMENTS

Council **RESOLVED** that the Staff Training Budget be increased by £1,500 from reserves.

Council **RESOLVED** that the Community Engagement Budget be increased by £1,000 from reserves to cover future expenditure.

66. FINANCIAL REPORT (Appendix 3 to the agenda)

Council **NOTED** the income and **RESOLVED** approval of expenditure set out in report 2550/I&E

67. COUNCIL BUDGET REPORT (Appendix 4 to the agenda)

Council **NOTED** the report

68. TRANSFER OF FUNDS TO CCLA

Council **RESOLVED** to transfer £70,000 to the CCLA Fund.

69. EXTERNAL AUDITOR'S CERTIFICATE 2014/15 (Appendix 5 to the agenda)

Council **noted** that there were no matters of concern.

The meeting closed at 7.51pm