



Leigh-on-Sea Town Council



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Chairman: Cllr Valerie Morgan
Vice Chairman: Cllr Jill Healey
Town Clerk: Helen Symmons

MINUTES OF A MEETING COMMUNITY FACILITIES COMMITTEE
5TH FEBRUARY 2019
LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Keith Evans, Gerry Glover, Valerie Morgan, Carole Mulroney (Chairman)

In attendance: Cllr Paul Gilson, Hannah Mumford (Bookings Administration Assistant), Abbie Cottrell (Assistant Proper Officer).

The meeting opened 7.30pm

58. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all to the meeting and made the appropriate housekeeping announcements. The Chairman extended thanks to Graham Davison, Facilities Manager for the work he has carried out on the lift replacement within the Community Centre.

59. APOLOGIES FOR ABSENCE

Cllrs: Anita Forde, Jill Healey, Declan Mulroney, Vivien Rosier and Ron Owen (Vice Chairman).

60. DECLARATION OF MEMBERS' INTERESTS

Cllr Carole Mulroney declared a non-pecuniary interest in Agenda items that related to Leigh Town Council facilities where SBC are landlords in her capacity as a Southend Borough Councillor.

61. APPROVAL OF MINUTES OF THE MEETING OF 4TH DECEMBER 2018

The minutes of the meeting of 4th December 2018 were **AGREED** and signed by the Chairman as a true and accurate record of the meeting.

62. PUBLIC REPRESENTATIONS

There were none.

63. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

COMMUNITY FACILITIES

64. SKATE PARK

The Committee **RESOLVED to request to P&R Committee to recommend to Council** a budget of £30,000 to undertake preferred 200 mm concrete works in the skate park renovation. In line with P&R minute 97, confirmation has been received that the second phase of the project (skate ramps) will be funded by a community project. If possible, grant funding will be obtained for all or part concrete works.

COMMUNITY CENTRE

65. ARTS GROUP REPORT

The Committee **NOTED** the report and extended thanks to Cllr Vivien Rosier and the office staff for continued work around the arts group.

66. REPORT FROM BOOKINGS ADMINISTRATION ASSISTANT

The Committee **NOTED** the report. The Committee thanked the office staff for their hard work in increasing the Community Centre usage.

67. FACILITIES REPORT

The Committee **RESOLVED** to opt for UPVC frames for room 1 in accordance with the agenda report to the sum of £1791.00 + VAT subject to Landlords approval.

68. LORNA AND LOTTIE'S REPORT

The Committee **NOTED** the report.

69. CAFÉ LICENCE

The Committee **RESOLVED** to authorise the Town Clerk to undertake an annual review meeting with the Licensee, with the Chairman of the Committee present, as the licence is now due to be renewed.

FINANCIAL

70. COMMITTEE BUDGET REPORT

The Committee **NOTED** the report.

71. TO CONSIDER ANY UNDERSPENDS IN 2018/19 BUDGET THAT THE COMMITTEE WISH TO EARMARK AS A RESERVE.

The Committee **RESOLVED to recommend to P&R Committee** the proposed movements to earmark reserve as set out on the agenda, subject to monitoring by the Town Clerk at the financial year end.

The meeting closed at 7.48 p.m.

