



Leigh-on-Sea Town Council



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Chairman: Cllr Jill Healey
Vice Chairman: Cllr Vivien Rosier
Town Clerk: Helen Symmons *PSLCC*

MINUTES OF A MEETING COMMUNITY & CULTURE COMMITTEE TUESDAY 8 th OCTOBER 2019 LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA
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Present: Cllrs: Keith Evans (from minute 62), Anita Forde, Caroline Parker, Vivien Rosier, Mike Wells and Andy Wilkins

In attendance: Cllr Vinice Cowell, Helen Symmons (Town Clerk) and 2 Trustees of Friends of Library Gardens (until minute 66)

The meeting opened at 7.30pm

57. ELECTION OF CHAIRMAN

Cllr Forde as Vice Chairman took the chair for the first agenda item. There was one nomination for Chairman:

Cllr Anita Forde Proposed: Cllr Parker Seconded: Cllr Rosier

The Committee **RESOLVED** that Cllr Anita Forde be elected as Committee Chairman

Cllr Forde then called for nominations for Vice Chairman as the position was vacant. There was one nomination for Vice Chairman:

Cllr Andy Wilkins Proposed: Cllr Wilkins Seconded: Cllr Healey

The Committee **RESOLVED** that Cllr Andy Wilkins be elected as Committee Vice Chairman

58. CHAIRMAN'S ANNOUNCEMENTS INCLUDING HOUSEKEEPING

The Chairman made the appropriate housekeeping announcements

59. APOLOGIES FOR ABSENCE

Cllrs: Alan Hart and Carole Mulroney

60. DECLARATION OF MEMBERS' INTERESTS

There were none

61. APPROVAL OF MINUTES OF THE MEETING OF 20th AUGUST 2019

The minutes of the Community & Culture Committee meeting on 20th August were **AGREED** and signed by the Chairman as a true and accurate record of the meeting.

62. PUBLIC REPRESENTATIONS

The Friends of Leigh Library Gardens made a presentation to the Committee. The group is now a charity with three trustees. The objectives are sustainability, environmental alignment and providing a space for all ages. The group is working closely with Southend Borough Council Parks department and the plan presented to the meeting was as a direct result of public surveys.

More consultation will take place but it is hoped that eventually the Gardens will achieve Green Flag status. The group now has 15 regular volunteers.

63. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

LEIGH COMMUNITY CENTRE

64. FACILITIES REPORT **Agenda item 8**

The Committee **NOTED** the Facilities report on refurbishment and remodelling. Regarding dilapidations, the Town Clerk provided an update on smoke detectors and emergency lighting. This is to be upgraded and is included in the existing dilapidation budget. Following a recent fire risk assessment, the Community Centre is now required to have an L2 fire alarm system installed throughout. This is due to it being licenced premises and is a necessity. An initial quote has been obtained with further quotes on the way.

Following a proposal (Cllr Wells, seconded Cllr Wilkins) the Committee **RESOLVED** to set a budget of £9,000 for the upgrading and further **RESOLVED** to vire this budget from the LCC Community Centre EMR. Both resolutions are a **recommendation to Council via F&G Committee.**

The 'Other LCC matters' were **NOTED** and the Committee **RESOLVED** to accept CCTV Quote 3 for £2,095.38 + VAT from the Friends of Leigh Community Centre Fund along with the annual maintenance contract from the LCC contracts budget.

In accordance with Standing Order 11 vii, the Chairman moved a motion to change the order of business on the agenda which was **RESOLVED**

65. NEW PARTNERSHIP WORKING PROPOSAL **Agenda item 16**

The item was discussed with the Town Clerk answering questions. The Trustees of the Friends of Leigh Library Gardens group expressed an interest in being involved and assisting.

Following a proposal (Cllr Wells, seconded Cllr Wilkins) the Committee **RESOLVED to recommend the proposal to Council.**

The Trustees of the Friends of Leigh Library Gardens group left the meeting

66. BOOKINGS REPORT

The Committee **NOTED** the report.

67. LORNA & LOTTIE'S REPORT

The Committee **NOTED** the report. The Town Clerk provided up to date 3rd quarter figures which indicated a small profit at a time of year when historically losses have been made. This was pleasing news.

68. ARTS GROUP REPORT

The Committee **NOTED** the report.

ALLOTMENTS

69. OPERATION RISK REGISTER

The Committee **NOTED** the report.

70. ALLOTMENT LIAISON GROUP REPORT

The Committee **NOTED** the report.

71. REQUEST BY MDAS RE EASTERN HEDGE **Agenda item 14**

The item was discussed in detail. It was noted that MDAS committee had already installed a structure narrowing the gap to vehicles which whilst had not originally been agreed was a compromise as pedestrian access was still possible. This was deemed adequate as members of the emergency services could still gain access through this point albeit on foot. The LOSALGA interim committee had written to Council not in support of the request of planting a permanent hedgerow and the Committee felt their points were valid.

Following a proposal (Cllr Healey, seconded Cllr Wilkins) the Committee **RESOLVED to refuse the request** to replant the eastern hedgerow dividing MDAS from the Leigh side at Manchester Drive allotments.

72. ALLOTMENTS DISPUTE PROCEDURE **Agenda item 15**

The Committee thanked F&G Committee for their review and **RESOLVED** to recommend the new procedure to Council.

COMMUNITY FACILITIES

73. SKATEPARK

The Committee **NOTED** the report.

74. STRAND WHARF

The Committee **NOTED** the report.

HEALTH & WELLBEING PROGRAMMES
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75. COUNCIL EVENTS **Agenda item 19**

The Committee **NOTED** the reports with regard to Merchant Navy Day, Leigh Lights, Winter Fayre 2019 and Carols on Strand Wharf.

VE Day 75

The Committee **RESOLVED** that the event be added to the 2020/21 events programme working in partnership with Leigh Royal British Legion with a budget of £1,000 allocated.

76. COUNCIL EVENTS AT LEIGH COMMUNITY CENTRE

The Committee **NOTED** the report and highlighted that the small loss was insignificant as the programme was an overall annual one with other factors playing a part in determining their success.

77. FARMERS MARKET

The Committee **NOTED** the report.

78. COMMUNITY TRANSPORT

The Committee **NOTED** the report.

79. YOUTH GROUP REPORT

The Committee **NOTED** the report. Councillors involved in the Youth clubs reported that they are going from strength to strength although revisions may be made as the clubs evolve. The Youth Forum had created and designed their Youth supplement in the forthcoming magazine.

ENVIRONMENT FACILITIES & SERVICES
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80. FRIENDS OF LEIGH LIBRARY GARDENS GROUP REPORT

The Committee **NOTED** the report.

COMMUNITY PARTNERSHIP PROGRAMMES

81. SPECIAL CONSTABLES

The Committee **NOTED** the report.

COMMUNITY SERVICES FUNDING

82. FIRST AID POST

The Committee **NOTED** the report.

FINANCE

83. LEIGH COMMUNITY CENTRE ACCOUNTS FOR 2018/19

The Committee **NOTED** the accounts which will now be submitted to Southend Borough Council as Landlords

84. COMMITTEE BUDGET REPORT 2019/20

The Committee **NOTED** the report

85. ANNUAL BUDGETING PROCESS 2020/21

The Committee **RESOLVED with recommendation to Council via F&G Committee** the 2020/21 Committee budget.

The meeting closed at 8.40pm