

# Leigh-on-Sea Town Council

67 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288  
[council@leighonseatowncouncil.gov.uk](mailto:council@leighonseatowncouncil.gov.uk) [www.leighonseatowncouncil.gov.uk](http://www.leighonseatowncouncil.gov.uk)

Chairman: Cllr Carole Mulroney  
 Vice Chairman: Cllr Caroline Parker  
 Town Clerk: Paul Beckerson



Notice is hereby given that the next meeting of the **Leisure, Foreshore & Environment Committee** of the Leigh-on-Sea Town Council will take place on **Thursday 17<sup>th</sup> May 2012** at Leigh-on-Sea Town Council, 67 Elm Road, Leigh-on-Sea commencing at **8.00pm**.

## AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. ELECTION OF VICE CHAIRMAN
4. DECLARATIONS OF MEMBERS' INTERESTS
5. TO APPROVE MINUTES OF THE MEETINGS OF THE 19<sup>th</sup> April 2012 and 9<sup>th</sup> May 2012
6. TO NOTE MEMBERSHIP OF COMMUNITY TRANSPORT SUB-COMMITTEE (Elected at Annual Council Meeting)

<b>Community Transport Sub-Committee</b>
Cllr Margaret Cotgrove, Cllr Donald Fraser, Cllr Pat Holden and Cllr Paul Lawrence
Co-opted: Mrs Reta Cocks and Mrs Ruby Frost

7. WORKING PARTIES

Membership of Working Parties elected last year with Convenors underlined:

<b>Farmers' Market Working Party</b>	<b>Town Guide Working Party</b>
Cllr Mark Bromfield Cllr Donald Fraser Cllr Pat Holden Co-opted: Mrs Elaine Crystal <u>Mr David Hammond</u>	Cllr Caroline Parker Cllr Donald Fraser <u>Cllr Carole Mulroney</u> Cllr Patsy Ryan
<b>Strand Wharf Working Party</b>	<b>Youth Facility Management Working Party</b>
Cllr Pat Holden Cllr Paul Lawrence <u>Cllr Carole Mulroney</u> Cllr Patsy Ryan Co-opted: Mr David Johnson	Cllr Mark Bromfield Cllr Alex Coulson <u>Cllr Pat Holden</u> Cllr Caroline Parker Cllr David Stanley Co-opted: Members from Connexions and Belfairs High School

<b>Leigh Lights Working Party</b>	<b>Carols on Strand Wharf Working Party</b>
3 Vacancies Cllr Pat Holden Cllr Paul Lawrence Cllr Carole Mulroney Cllr Caroline Parker Co-opted: Mr David Elcock Mr Peter Monk	Cllr Margaret Cotgrove Cllr Donald Fraser Cllr Pat Holden Cllr Caroline Parker Cllr David Stanley Cllr John Wren
<b>Fishing Festival Working Party</b>	<b>Easter Event Working Party</b>
Cllr Donald Fraser Cllr Pat Holden Cllr Paul Lawrence Cllr Caroline Parker Cllr John Wren	Cllr Donald Fraser Cllr Caroline Parker Cllr John Wren
<b>May Day on Strand Wharf Working Party</b>	<b>Good for Leigh Working Party</b>
Cllr Donald Fraser Cllr Pat Holden Cllr Paul Lawrence <b>Possibly leave in abeyance pending review</b>	1 Vacancy Cllr Donald Fraser Cllr Carole Mulroney Cllr David Stanley
<b>Old Town Community Group</b>	
Cllr Donald Fraser Cllr Richard Herbert Cllr Pat Holden Cllr Carole Mulroney Cllr Paul Lawrence Cllr Caroline Parker Co-opted: Nick James Ben Smith Margaret Buckey Ian Johnson Colin Sedgwick Paul Gilson	

8. TO NOTE ELECTION OF REPRESENTATIVES TO OUTSIDE BODIES (Annual Town Council Meeting)

Leigh Port Partnership – Cllr Richard Herbert

Thames Estuary Partnership – Cllrs Carole Mulroney and Paul Lawrence

Olympic Strategy Group – Cllr Caroline Parker

9. COMMUNITY TRANSPORT SUB-COMMITTEE MINUTES 8<sup>th</sup> May 2012 (Appendix 1)

10. ITEMS FOR DISCUSSION

- a) Old Town Community Group - 23<sup>rd</sup> April 2012 (Appendix 2)
- b) Grant Funding Request from Old Leigh Regatta (Appendix 3)
- c) Grant Funding Request from Leigh Folk Festival Association (Appendix 4)
- d) Jubilee Event - Update
- e) May Day Event – Set date for debrief meeting

11. COMMUNITY CENTRE FUNDING ISSUES

On 9 May Council resolved that:

**The Council should use its own resources to set up a Community Centre Fund from:**

- a) Underspends on committee budgets from 2011-2012, and**
- b) Virements from committees' 2012-2013 budgets.**

All Committees were also asked to examine their budgets to identify other budget heads that could be vired.

12. BUDGETS 2011/12

See – Report 2047/LFE 10-05-12 Final Outturn (Appendix 5)

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

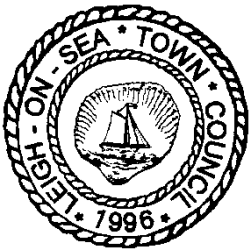
That in view of the confidential nature of the business to be transacted the public and press be excluded and they are instructed to withdraw (SO.1(c)) - (action by or against the authority and contractual)

- a) STRAND WHARF PAVING COSTINGS (See Confidential Appendix 6)
- b) ADVICE RE BUILDINGS IN DISREPAIR – Advice update if available



Paul Beckerson  
Town Clerk  
10<sup>th</sup> May 2012

**Any member who is unable to attend the meeting should send their apologies before the meeting**



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Vice Chairman: Cllr Carole Mulroney  
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## MINUTES OF A MEETING OF THE COMMUNITY TRANSPORT SUB-COMMITTEE HELD AT 10.30 AM ON TUESDAY 8<sup>th</sup> MAY 2012 AT THE COUNCIL OFFICES 67, ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Donald Fraser, Margaret Cotgrove and Paul Lawrence. Also in attendance Mrs Reta Cocks, Mrs Ruby Frost and Vivien Choppen (Community Transport Officer).

### **Meeting started 10.30am**

1. APOLOGIES FOR ABSENCE  
Cllrs Pat Holden and Carole Mulroney
2. DECLARATION OF MEMBERS' INTERESTS  
None
3. MINUTES OF PREVIOUS MEETING  
The minutes of the previous meeting on 10<sup>th</sup> April 2012 were agreed by the Sub-Committee and signed by the Chairman.
4. MEMBERSHIP UPDATE  
The membership of the Community Transport Scheme currently stands at 162 members.
7. Proposals for Future Events  
The Community Transport Officer was tasked with organising the following trips:
  - Wat Tyler Country Park – half day trip in June, including lunch in cafe, visit to two very small museums and marine area if weather good
  - Tropical Wings Butterfly Park, full day trip in July but with picnic lunch or members buying own lunch in cafe

Other trip ideas that were considered but rejected:

- Marsh Farm – more suited to families with young children
- Burnham via Wallasea Ferry - boats too small, as limited to 12 passengers
- Southend Pier – insufficient items of interest at end of pier and very poor quality cafe for food

Other suggestions for the future:

- Priory Park and Southchurch Hall
- The Sealife Centre
- Colchester Zoo
- Kelvedon Hatch Secret Nuclear Bunker

### **Meeting ended 11.10am**

Vivien Choppen  
Community Transport Officer  
9<sup>th</sup> May 2012

Next meeting 3<sup>rd</sup> July 2012 at 10.30am



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Vice Chairman: Cllr Carole Mulrone  
Town Clerk: Paul Beckerson

## OLD TOWN COMMUNITY GROUP Meeting 23<sup>th</sup> April 2012

Present: Nick James (Vice Chairman in the Chair), Cllrs Donald Fraser, Pat Holden, Paul Lawrence, Margaret Buckey (Leigh Society), Paul Gilson (Fisherman), Colin Sedgwick (Mike's Boatyard), Ben Smith (Resident) PCSO Angela Westall (Police),)

In attendance: Vivien Choppen (Assistant to Town Clerk)

### *The meeting opened at 7.30pm*

#### 28. CHAIRMAN'S OPENING REMARKS

The Vice Chairman welcomed all to the meeting and made the general introductions.

#### 29. APOLOGIES FOR ABSENCE

Cllrs Carole Mulrone and Richard Herbert, Lynn Jones (SBC Foreshore Officer) and Ian Johnson (Scouts),

#### 30. MINUTES OF THE MEETING OF 1<sup>st</sup> December 2011

The minutes of the 7<sup>th</sup> February 2012 were signed as a correct record.

#### 31. FORTHCOMING TOWN EVENTS

##### a) May Day on Strand Wharf – 7<sup>TH</sup> May 2012

Cllr Pat Holden reported that arrangements were in hand. She was hoping to arrange, through Ian Johnson, for the scouts to help move items from the office to the event between 10.00 - 11.00am. Nick James offered to help if the scouts were unable to do so. Cllr Pat Holden undertook to provide Nick James with 20 May Day posters, for display by members of the Group. Further she confirmed that the Clarendon Hall was booked if it was a wet day.

Cllr Paul Lawrence asked for help from the Group in clearing up at the end of the event.

#### 32. REVIEW OF ACTIONS OR PROGRESS SINCE THE LAST MEETING

A letter was written from LTC to Andrew Meddle (Head of Planning and Highways). The following responses have been received to the questions and issues raised:

##### a) **Question:** What consideration has been given to the issue of cars and parking in the Old Town to ensure that the balance is struck between the needs of visitors and the working community?

**Response:** The issue around car use in the Old Town is not currently under consideration by the Council's Traffic and Parking Working Party.

##### b) **Issue:** At a recent Business and Ratepayers' meeting Borough Councillor Cox (Highways) was asked if there were plans in the next year to look at traffic management in the Old Town or whether any other initiatives were under consideration. If so, more information was requested.

**Response:** No further traffic measures are proposed but a second buoy, similar to the first, is being sourced and will be placed on a base on the inside of the left hand turn from the flyover to the car park.

- c) **Question:** Please advise on the position and wording of the sign to be installed at Belton Bridge directing drivers to the station car park ?

**Response:** Signage is being put up at Belton Bridge, as requested by LTC, to direct drivers to the larger car parks by Leigh Station.

- d) **Issue:** The Group requested details of Councillor Cox's proposals designed to achieve safer pedestrian access from Cockle Row to Leigh Station and particularly pointed up the danger to pedestrians created by cars ignoring the double yellow lines and stopping on the bridge to pick up or drop off at the side entrance to the station. The Group asked if 'No Waiting' signs could be erected.

**Response:** At present we are simply negotiating a narrow strip of land on the east and south side of the road from where the public footpath drops off from the seawall around Johnson and Jago's sheds.

Additionally 'No Waiting' signs would be superfluous as the yellow lines are the enforceable element. The Council has also noted regular breaches of the no entry restrictions and as a result will organise more regular enforcement around the railway station (year round) and along Cockle Row and the High Street (between the beginning of April and the end of October).

Members of the Group discussed the various responses and it was **AGREED:**

- i. to ask Southend Borough Council, who was sourcing the buoy and whether it could be painted red to compliment the existing green one;
- ii. to study more closely at the next meeting the pedestrian access problem from Cockle Row to Leigh Station having regard to maps, photos and measurements (to be provided by the Town Clerk), and
- iii. to seek advice from an independent advisor (eg Peter Holmes) as to solutions to the problem.

### 33. CRIME LEVELS

PCSO Angela Westall provided the following crime data:

<b>CRIMES – since 8<sup>th</sup> The February 2012</b>	<b>LEIGH</b>	<b>OLD TOWN</b>
Dwelling Burglaries	9	1
Other Burglaries (Business Premises & Sheds)	5	0
Criminal Damage	21	1
Disturbances	7	1
Drunken Incidences	3	1 Females - inappropriate clothing
Vehicle Crime	6	0
Nuisance Youths	30 mainly Church Steps and Broadway West	0

The following matters were also brought to attention:

- a) The Police have launched Operation Strawberry, designed to tackle youth crime. Resources will target specific areas of Leigh, notably on Friday evenings.
- b) There have been 3 reported incidences of forged £50 bank notes being passed to Leigh traders. In two cases the counterfeit notes were accepted, in one case the note was recognised and rejected.

### 34. PLANNING APPLICATIONS

No planning applications affecting the Old Town have been received since the last meeting.

### 35. PUB ACTIVITIES

An over crowding incident, at the Peterboat and Crooked Billet on Easter Sunday was reported to Leigh Town Council. Representatives of St John's Ambulance felt intimidated as their route by car through the

Old Town was impeded by some 200 people spilling out from the pubs into the road. PSCO Angela Westall confirmed that the matter had been reported to the police on the night and details of the incident had been forwarded to Jackie Flynn (Police Licensing Department).

### 36. OTHER MATTERS

#### a) The Flag

The flag for the flag pole on Strand Wharf has been washed by Cllr Pat Holden. She reported that it was in reasonable condition. Cllr Paul Lawrence reported that the hoist mechanism required a new pulley, otherwise it was in good order, having been checked by Cllr Richard Herbert. Margaret Buckey asked if the flag could be put up for the Jubilee Weekend. Before a decision on this could be taken, Nick James asked that the Town Clerk confirm if LTC had formally adopted the flag pole, should a potential insurance claim arise from an unforeseen event.

#### b) Parking Stress in the Old Town

The Group had received a suggestion from Robin Levy to put up a sign at the westernmost end of the High Street, warning of limited car parking spaces available beyond that point. This suggestion will be referred to LTC Transport Committee.

#### c) Bell Wharf

Paul Gilson and Colin Sedgwick raised the issue of certain fisherman leaving equipment on Bell Wharf and not cleaning it thoroughly after use. Due to the danger to public health and safety, Nick James asked if the Town Clerk would write to Lynne Jones to seek clarification as to who is responsible for enforcement and public safety on Bell Wharf.

#### d) The Shower on Bell Wharf

Cllr Paul Lawrence raised the matter of there being no proper drainage for the shower on Bell Wharf, with the result that unpleasant smelling water lays on the Wharf in the hot summer months. The Group asked if this matter could be raised with Lynne Jones also.

### 37. DATE OF NEXT MEETING

The next meeting was set for Monday 25<sup>th</sup> June 2012 at 7.30pm

***The meeting closed at 9.05pm***



Mr P Beckerson  
Leigh Town Council  
67 Elm Road  
Leigh-on-sea  
SS9 1S9

Mrs V R Howell  
Old Leigh Regatta  
2 Pear Trees  
Benfleet  
SS71UD

18th April 2012

Dear Mr Beckerson

**Re Old Leigh Regatta 2012**

On behalf of the Old Leigh Regatta Committee I would like to ask whether Leigh Town Council is prepared to sponsor the direction signs for Old Leigh Regatta once again. As you know we are constantly trying to limit our costs in order to give the maximum amount to the charities. This year we are supporting the usual scout groups as well as Action Medical Research, which supports Doctors with grants to research cures for many chronic conditions such as Parkinsons and Epilepsy. The event is to be held on the 15th/ 16<sup>th</sup> September. We are very grateful for the help you have given us in the past and I hope you will be able to continue your support this year. As you know the event was a success last year despite the mixed weather and we hope to repeat it in 2012.

I look forward to hearing from you soon. Our E mail address is [oldleighregatta@btopenworld.com](mailto:oldleighregatta@btopenworld.com) should you prefer to use that.

Regards

Vivien Howell ( Secretary )



## Leigh Folk Festival Association

(Registered Charity No 1120698)

[www.leighfolkfestival.co.uk](http://www.leighfolkfestival.co.uk)

60 The Ridgeway, Westcliff on Sea, Essex SSO 8NU  
Tel: 01702 715111 [liontp@priority.ms](mailto:liontp@priority.ms) Fax: 01702 713984



Please Reply To:

18 Glebelands  
Benfleet  
Essex. SS7 4LT

6th April, 2012.



Mrs P Holden Chair  
Leigh Town Council  
Elm Road  
Leigh on Sea  
Essex

Dear Pat

It is approaching the time for the next Leigh Folk Festival, and in the past, your Council has been most generous in making a contribution towards the costs of putting on this event.

As you know, this Festival is free to the general public, and all costs incurred have to be raised by the organising committee, and we hope we can rely on your invaluable assistance once again.

I am aware that you normally request sight of our accounts, and I take this opportunity of enclosing the most recent set.

*Rex G Palme*

Rex G Palme  
Trustee and Treasurer

**LFE Budget 2011/12**

Heading	B/F 2010/11	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Used
Community Transport*		6,124	4,728.50	10,824	8,762.55	4034.05	2,061	0.00
Flower baskets		0		5,000	5,000.00	5000.00	0	100.00
First Aid Provision		0	0.00	1,000	875.00	875.00	125	87.50
Farmers Market*		1,800	1,929.50	2,130	2,200.06	270.56	0	0.00
Strand Wharf	74,408	0		0	0.00	0.00	0	0.00
Leigh Lights*	1,400	4,300	5,046.55	22,303	19,095.18	14048.63	4,608	78.03
Skate Park*				4,000	3,516.63	0.00	483	87.92
Paddling Pool	1,798	0		0	0.00	0.00	0	0.00
Grants to outside organisations		0		1,750	1,290.00	1290.00	460	73.71
Fishing Festival		800	224.96	2,800	2,522.27	2297.31	-297	90.08
May Day		0	9.48	500	320.00	310.52	189	64.00
Carols on Strand Wharf		0	223.34	500	306.76	83.42	417	61.35
Easter Event		0	352.42	800	1,168.44	816.02	-16	146.06
Good for Leigh			0.00	500	29.55	29.55	470	5.91
Events Equipment					142.40	142.40	-142	
Community initiatives and recreational facilities				500	1,427.99	1427.99	-928	285.60
Staff costs				6,835	4,849.72	4849.72	1,985	70.95
Jubilee Event - Town Guide					678.87			
<b>Totals</b>		<b>13,024</b>	<b>12,514.75</b>	<b>59,442</b>	<b>52,185.42</b>	<b>39,670.67</b>	<b>6,747</b>	<b>87.79</b>
Nett cost				46,418				

\* see separate budgets below

13,385 Various

**11,246.93**

**LFE Community Transport Budget 2011/12**

<b>Community Transport</b>	<b>B/F 2010/11</b>	<b>Income</b>	<b>Inc. To Date</b>	<b>Expenditure</b>	<b>Spend to Date</b>	<b>Nett to Date</b>	<b>Balance</b>	<b>% Spent</b>
Staff costs				3875	3,380.35		494.65	87.23
Ticket sales		6124	4,728.50		0.00		1,395.50	77.21
Trip costs				4752	3,803.43		948.57	80.04
Minibus hire				1265	1,024.00		241.00	80.95
CRB checks				70	40.00		30.00	57.14
Petrol				144	158.93		-14.93	110.37
Refreshments				422	101.67		320.33	24.09
CTA membership				150	254.17		-104.17	169.45
Midas Training				146	0.00		146.00	0.00
Totals		6124	4728.5	10824	8762.55		2,061.45	
Nett cost				4700	Actual	4034.05		85.83

**LFE Farmers Market Budget 2011/12**

<b>Farmers Market</b>	<b>B/F 2010/11</b>	<b>Income</b>	<b>Inc. To Date</b>	<b>Expenditure</b>	<b>Spend to Date</b>	<b>Nett to Date</b>	<b>Balance</b>	<b>% Used</b>
Stall hire		1800	1,929.50		0.00		142.00	107.19
Hall Hire				1368	1,667.25		200.80	121.88
Leaflet				562	353.00		191.19	62.81
Farmers Market Pay				0	169.44		0.00	
Miscellaneous				0	10.37		-10.37	
Banners				200	0.00		200.00	0.00
Totals		1800	1929.5	2130	2200.06	270.56		
Nett cost				330				

**Skate Park Budget 2011/12**

<b>Skate Park</b>	<b>B/F 2010/11</b>			<b>Budget Expenditure</b>	<b>Spend to Date</b>		<b>Balance</b>	<b>% Spent</b>
Rent				50	50.00		0.00	100.00
Cleaning				800	806.87		-6.87	100.86
Electricity				760	389.30		370.70	51.22
Miscellaneous				190	178.70		11.30	94.05
Skate Park Lighting	12,581.50				9,503.50		3,078.00	
Skate Park Pay				2200	2,091.76		108.24	95.08
Skate Park Maintenance					0.00		0.00	
Totals				4000	3,516.63		483.37	87.92

**LFE Leigh Lights Budget 2011/12**

<b>Leigh Lights **</b>	<b>B/F 2009/10</b>	<b>Income</b>	<b>Inc. To Date</b>	<b>Expenditure</b>	<b>Spend to Date</b>	<b>Nett to Date</b>	<b>Balance</b>	<b>% Used</b>
Column testing				800	750.00		50	93.75
Installation and removal				5638	6,343.65		-706	112.52
Storage				1500	1,710.00		-210	114.00
Replacement bulbs				1035	120.00		915	11.59
Electricity				500	283.86		216	56.77
Traders contributions		3500	3,421.00		0.00		-79	97.74
Switch-on security				2550	2,924.00		-374	114.67
Entertainers				2600	915.00		1,685	35.19
Road closures, licences etc.				1430	158.32		1,272	11.07
Charges to stalls, fairs, collections		800	1,625.55	500	705.55	920	120	115.00
Capital 3rd Phase				4250	4,185.00		65	98.47
Support columns - erect and remove / Storage				1500	999.80		500	66.65
<b>Totals</b>	<b>1400</b>	<b>4300</b>	<b>5,046.55</b>	<b>22303</b>	<b>19,095.18</b>	<b>14,049</b>	4,608	78.03
Nett cost				18003				

Road Closure Invoice Outstanding

2,360