



# Leigh-on-Sea Town Council

71-73 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 Caroline Parker  
Vice Chairman: Cllr Paul Lawrence  
Town Clerk: Paul Beckerson



QUALITY  
TOWN  
COUNCIL

You are hereby summoned to the meeting of the Leigh-on-Sea Town Council, which will take place on **Wednesday 12<sup>th</sup> March 2014** in Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm** when it is hoped to transact the following business.

## AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. DECLARATIONS OF MEMBERS' INTERESTS
3. APOLOGIES FOR ABSENCE
4. PUBLIC QUESTIONS
5. QUESTIONS FROM COUNCILLORS
6. MINUTES OF PREVIOUS MEETING – 12<sup>th</sup> February 2014
7. COMMITTEES  
To receive Minutes of Committees
  - a) Planning & Licensing Committee - To receive minutes of 11<sup>th</sup> and 25<sup>th</sup> February 2014
  - b) Transport & Highways Committee – To receive minutes of 19<sup>th</sup> February 2014
  - c) Leisure, Foreshore & Environment Committee – To receive minutes of 20<sup>th</sup> February 2014
  - d) Finance & General Purposes Committee - To receive minutes of 4<sup>th</sup> March 2014
  - e) Leigh Community Centre Committee – To receive minutes of 5<sup>th</sup> March 2014
8. FINANCIAL REPORT  
To receive report 2330/I&E – (Appendix 1)

Paul Beckerson  
Town Clerk  
6<sup>th</sup> March 2014

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

DATE OF NEXT MEETING: Wednesday 9<sup>th</sup> April 2014



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## Income and Expenditure 28<sup>th</sup> January to 24<sup>th</sup> February 2014 report 2330/I&E Expenditure incurred under the General Power of Competence

Cheque	Expenditure	Payee	Purpose
		<b>Expenditure - Cheques</b>	
100889	£36.00	Mrs P Holden	Repair of Gazebo Awning
100890	£97.56	Fulton Paper	Copier Paper
100891	£90.00	Leigh Times	Recruitment Advertisement
100892	£89.70	Chargecrest	CC Door Supervision for Functions
100893	£107.82	Essex Supplies	CC Cleaning Materials
100894	£128.71	Cory Environmental	CC Container Rental & Collection
100895	£108.00	SLCC Enterprises	Job Advertisement on Website
100896	£1,707.60	McDonald Highway Services	Xmas Lights - Column Removal
100897	£100.00	Cash	Petty cash
100898	£720.00	ELA Group	CC Lift Maintenance
100899	£46.20	Mayfield Cleaning	Bus Shelter cleaning
100900	£200.00	Neopost Ltd	Franking Machine top-up
100901	0	Cancelled	
100902	£37.41	Essex Supplies	CC Refuse Sacks
100903	£250.00	St Nicholas Special School	Xmas Donation received from Stobart Air and given to Amanda Restall Dance for her nominated charity
100904	£14.07	Paul Beckerson	Coffee Machine Plumbing Materials
100905	£72.50	Graham Davison - Ledlite Glass (Southend) Ltd	Purchase of Glass for Foyer Doors
100906	£270.00	G Puncher	Manchester Drive Allotments Tree Felling
100907	£205.13	Viking Direct	2 Office Chairs
100908	£317.25	Southend Theatres	Community Transport Theatre – Tickets
100909	£80.00	Paul Beckerson	Purchase of Projector

100910	£30.00	Phoenix Water Coolers	Plastic cups for Water Cooler
100911	£25.00	Alan Long	Refund of Allotment Deposit
Bank Tr	£42.06	Acumen	Wages Processing charge
Bank Tr	£125.89	Verde Coffee Rental	Elsie's Place Coffee machine rental & coffee beans (cost recovered from LTC)
Payroll Tr	£15,000.00		February Pay
		<b>Expenditure - Imprest Items</b>	
	£25.00	Disclosure Scotland	Staff Discolure checks
	£529.00	Currys	Television
	£9.00	Land Registry	Skate Park Land Documents
	£44.70	Dependable Trading Ltd	Fluorescent Light Bulbs
	£28.00	Ryness Internet	Light Bulbs
	£40.89	Dependable Trading Ltd	Fluorescent Light Bulbs
	£232.70	Just Projectors	Wall Screen
	£74.99	Norton Software	Renewal of Antivirus software for Laptop
	£189.12	Dentons Catering	4 Stainless Steel Vacuum Pump Flasks
	£16.68	Designer Habitat	Wall Tilt Bracket for Television
		<b>Expenditure - Direct Debits</b>	
	£829.26	BES Electricity	CC Electricity
	£69.08	Calls Warehouse	CC Telephone - Feb
	£259.26	BNP Paribas Leasing	Photocopier Lease
	£17.04	EON	LTC Electricity- Skate Park
	£306.19	Global Payments	CC Card Processing Charges and Annual Charge

**Income Received by  
Committee**

Allotments Committee	£ 157.00
Finance & General Purposes Committee	£ 44.00
Leigh Community Centre Committee	£ 8269.19

Leisure, Foreshore & Environment Committee	£	533.50
Transport & Highways Committee	£	0
Planning Committee	£	0
<b>Total</b>	<b>£</b>	<b>9003.69</b>