



# Leigh-on-Sea Town Council

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



## MINUTES OF A MEETING OF THE LEIGH COMMUNITY CENTRE COMMITTEE HELD AT 7.30PM ON TUESDAY 19<sup>th</sup> MARCH 2013 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present Cllrs: Richard Herbert (Chairman), Mark Bromfield, Syrie Cox, Carole Mulroney and Cliff Passmore

In attendance: Cllrs Donald Fraser, Pat Holden and Paul Lawrence, Paul Beckerson (Town Clerk) and Vanda Moyse (Community Centre Manager)

### ***The meeting opened at 7.32pm***

#### 49. CHAIRMAN'S OPENING REMARKS

The Chairman reported that bookings were continuing to come in and that he had held talks with the Thursday Club on Saturday regarding their transfer to the Centre. It has been confirmed by Southend BC property department that the Connexions Building is likely to be demolished during the financial year 2013/14. The Town Council will have to ensure that security and parking provision remains after the demolition. Other occupants of Connexions have been given other alternative venues to look at.

The Council's acoustician had successfully negotiated an alternative sound limiting option with SBCs Environmental Health Officer. This would be a sound limiter built into the PA Equipment rather than a power cut-out device. As part of the Sound Management regime there would be sound proofing and a limitation on hours depending on the type of event. It was noted that the acoustician, Richard Vivien, had submitted a reduced fee for the work and the Committee expressed their thanks to him. Concerns were expressed that the removal of the Connexions building would allow the transmission of noise to buildings not previously within range and that this should be raised with SBC as part of the boundary treatment to the west of the building which should comprise acoustic fencing.

#### 50. APOLOGIES FOR ABSENCE

Cllrs Caroline Parker and Geoff Crawford

#### 51. MINUTES OF MEETING HELD ON 19<sup>th</sup> FEBRUARY 2013

The minutes of 19<sup>th</sup> February 2013 were agreed and signed by the Chairman.

#### 52. DECLARATION OF MEMBERS' INTERESTS

There were none.

#### 53. COMMUNITY CENTRE MANAGER'S REPORT – Report 2177/CC (Appendix 1 to the agenda)

The Community Centre Manager highlighted some of the main items. Southend U3A, a rehabilitation class and a booking for New Year's Eve were amongst the latest confirmed bookings.

The Committee **noted** the report.

#### 54. DRAFT MARKETING PLAN (Appendix 2 to the agenda)

The Committee considered the report and welcomed the initiatives and ideas identified within it. As additions members felt that perhaps local businesses could be approached for room use. Such ideas as 'sponsor a room' were welcomed and it was felt that perhaps participants could be recognised with a plaque. It was agreed to investigate external funding, although in some cases the length of lease may prevent access to the funds.

55. VOLUNTEERS

The Committee debated at some length how to involve more volunteers within the Centre. There was a need to scope the issue but it was felt it may be advantageous to engage a Volunteer Co-Ordinator to lead the process.

The Committee **RECOMMENDED** to F&GPC that a voluntary Volunteer Co-Ordinator be sought to undertake the task and that a job description for the role be drafted.

56. BUDGET REPORTS – Report 2180/LCC – 13<sup>th</sup> March 2013 – (Appendix 3 to the agenda)

The reports were **noted**.

57. 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 in item 10 the public and press be temporarily excluded and they are instructed to withdraw (SO.1(c)) - (contractual)

58. CAFETERIA EVENT ROOM HIRE ARRANGEMENTS

The Committee **RESOLVED** to accept the revised arrangement as negotiated between the Licensee and the Council as set out in the Confidential Report previously circulated and discussed at the meeting.

***The meeting closed at 9.03pm***