



Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
council@leighonseatowncouncil.gov.uk www.leighonseatowncouncil.gov.uk

Chairman: Cllr Caroline Parker
Vice Chairman: Cllr Paul Lawrence
Town Clerk: Paul Beckerson



MINUTES OF THE ANNUAL MEETING OF THE LEIGH-ON-SEA TOWN COUNCIL HELD AT 7.30PM ON WEDNESDAY 8th MAY 2013 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Mark Bromfield, Carole Mulrone, Margaret Cotgrove, Syrie Cox, Geoff Crawford, Donald Fraser, Richard Herbert, Jerry Holden, Pat Holden, Paul Lawrence, Caroline Parker, Cliff Passmore, Patsy Ryan, David Stanley and John Wren.

Also in attendance: Paul Beckerson (Town Clerk) and four members of the public.

Prayers were read by Mr Mike Dolby (Salvation Army).

The meeting opened at 7.30pm

1. OPENING REMARKS

The Chairman had had a Live Interview with BBC Essex regarding the increase in rate. She had attended the Pre inquiry meeting on the Havens Hospice application and had chaired the Public meeting for the library campaign which had been a great success with excellent feedback.

The outgoing Chairman Cllr Carole Mulrone gave the following speech outlining her year as Chairman.

"Tonight is my last meeting as Chairman so I have some thank 'yous' to make.

First of all I would like to say a very big thank you to Major John Carmichael, I am sure members will agree that he has been a constant and welcome source of inspiration with his words and advice over the year. I am very grateful to him. Thank you John.

Secondly, I would like to thank all councillors. The year has provided lively debate between us, some constructive, some not. Many new and excellent ideas for protecting and improving our local community have been brought to fruition. For me this is the way I think a Council should work, always looking forward and being active on behalf of constituents.

Thirdly, I would like to thank all of our staff. Without them this year would have been impossible for many, many reasons and I would like my appreciation for their help, support and hard work to be recorded in the minutes. As you know I have been in the office over the last few months helping where I can – I think it is safe to say we underestimated the amount of work which would fall on the shoulders of our staff by taking over the centre. I have seen how hard they work and every one of them is totally committed to serving the people of Leigh and making the Community Centre work for their benefit.

Finally, I would like to pay tribute to the people of Leigh who have come together in the past year in a spirit of true community to show the Borough and others what we treasure in Leigh and what they are prepared to fight for.

A great deal has been achieved in this year, far more than we have done in any other Council year. Don't worry I am not claiming that is down to my chairmanship. Of course it's not, it's down to the Council becoming more aware of the needs of the town and looking forward, looking out for the people of Leigh and taking action when it thinks necessary.

This time last year the Community Centre was under threat of closure. It is thanks to the sheer hard work and determination of some dedicated Town Councillors and many local people, that we saved this wonderful community facility and have made it a roaring success. This year we also helped try to save our local mail sorting office, sadly we all failed on that one but at least the people of Leigh knew we were standing up to be counted and now we are standing shoulder-to-shoulder with the community to save our library.

And we have seized other opportunities during this year like giving local people freedom to manage and develop Leigh's allotments. There were some intense discussions on this matter which is only right and proper when we were devolving action to a third party and I believe it will work better for that scrutiny. We have also had the courage to change when we need to - next year's Maritime Festival will be a great example of this.

It's fair to say that it's not all been smooth sailing. None of us should have been naive enough to think it would be. There has been a seismic shift in the Town Council this year - moving from talking to doing. That to me is progress. Some of us have taken this on board faster than others, which was inevitable. Ever since I have been on the Council there have always been rumblings that we need to get a better profile in the town. Well this year we got that by using our power to do what local people wanted us to do. Until recently, we would not have touched some of these issues with a barge pole, although we would have talked a good talk.

This Town Council has always cared passionately about Leigh, and we are now doing bigger and better things. And this past year has proved we can be rather good at it!

A successful Town Council should be looking to the future, taking action to protect or improve the town, its facilities and its well-being, in the best interests of local people. And every Councillor must play a part in that. I am proud of our progress and outstanding success this year.

Leigh has a lot of challenges coming up over the next few years and the Town Council needs to be ready to take a lead on behalf of the community. But that means hard graft from all of us if we are going to truly represent our constituents - there are no easy rides. There is no prestige in sitting back watching the few do the work, criticising from a distance and failing to work with colleagues openly and democratically.

Right from the day I joined the Town Council, being a Councillor for me has meant Leigh first and getting stuck in and getting my hands dirty that is what I have done over the last 4 years serving as Vice Chairman and Chairman and that is exactly how I will continue to work on the Council and elsewhere in this coming year. Leigh first!"

The Chairman then requested nominations for Chairman.

2. ELECTION OF CHAIRMAN

There were two nominations for Chairman:

Cllr Caroline Parker, proposed Cllr John Wren, seconded Cllr Mark Bromfield.
Cllr Richard Herbert, proposed Cllr Cliff Passmore, seconded Cllr Geoff Crawford.

A signed ballot was requested.

Cllr Caroline Parker was elected Chairman; the Chairman signed the statutory declaration of office.

The Chairman thanked the outgoing Chairman, Cllr Carole Mulroney, for the leadership of the Council through one of the most eventful and busy years the Council had had, and Councillors for their support and said how delighted and honoured she was to be their Chairman for the next year 2013/14. The Chairman stated she would endeavour to do her best at all times and work diligently for the Council and community as her predecessors have done before her.

3. **ELECTION OF VICE CHAIRMAN**
Cllr Paul Lawrence was elected Vice Chairman, proposed Cllr Jerry Holden, seconded Cllr John Wren.
4. **DECLARATION OF MEMBERS' INTERESTS**
There were none.
5. **APOLOGIES FOR ABSENCE**
Cllr Alex Coulson
6. **FINANCE AND GENERAL PURPOSES – MINUTE 202 – RECOMMENDATION TO AMALGAMATE PLANNING, LICENSING & HIGHWAYS AS A SINGLE COMMITTEE**
An amendment to the recommendation was proposed by Cllr Jerry Holden and seconded by Cllr Pat Holden that only Planning and Licensing should be merged and that Transport and Highways be retained as a standing committee.

On being put to the vote the amendment was carried, therefore the Council **RESOLVED** that the Planning Committee and Licensing Sub-Committee should become the Planning and Licensing Committee.

Cllr Donald Fraser proposed that the Planning and Licensing Committee should have 8 members, this was **RESOLVED**.

Cllr Richard Herbert proposed that the Leigh Community Centre Committee should be increased to 9 members, seconded by Cllrs Jerry Holden and Carole Mulroney. This was **RESOLVED**.

7. **MEMBERSHIP OF COMMITTEES FOR 2013/14**

The following Committees were formed with the following membership:
Ex-officio members indicated*

Transport & Highways Committee	Planning & Licensing Committee
Cllr Margaret Cotgrove Cllr Geoff Crawford Cllr Donald Fraser Cllr Jerry Holden Cllr Paul Lawrence* Cllr Caroline Parker* Cllr John Wren 1 Vacancy	Cllr Margaret Cotgrove Cllr Syrie Cox Cllr Donald Fraser Cllr Richard Herbert Cllr Pat Holden Cllr Paul Lawrence* Cllr Caroline Parker* 3 Vacancies
Leisure, Foreshore & Environment Committee	Allotments Committee
Cllr Geoff Crawford Cllr Donald Fraser Cllr Pat Holden Cllr Paul Lawrence* Cllr Carole Mulroney Cllr Caroline Parker* Cllr Patsy Ryan Cllr David Stanley Cllr John Wren	Cllr Mark Bromfield Cllr Donald Fraser Cllr Jerry Holden Cllr Pat Holden Cllr Paul Lawrence* Cllr Caroline Parker* Cllr Patsy Ryan Cllr John Wren
Leigh Community Centre Committee	
Cllr Mark Bromfield Cllr Syrie Cox Cllr Geoff Crawford Cllr Richard Herbert Cllr Jerry Holden Cllr Pat Holden	Cllr Paul Lawrence* Cllr Carole Mulroney Cllr Caroline Parker* Cllr Cliff Passmore Cllr David Stanley

8. ADJOURNMENT OF MEETING FOR ELECTION OF COMMITTEE CHAIRMEN

The meeting adjourned to elect Chairmen as follows -

- Leigh Community Centre – Cllr Mark Bromfield
- Transport & Highways – Cllr Caroline Parker
- Planning – Cllr Pat Holden
- Leisure Foreshore & Environment – Cllr Carole Mulroney
- Allotments – Cllr Paul Lawrence

The meeting reconvened.

9. MEMBERSHIP OF FINANCE AND GENERAL PURPOSES COMMITTEE (F&GPC) 2013/14
The membership of the F&GPC was elected as follows:

Finance & General Purposes Committee
Cllr Mark Bromfield (Chairman, Leigh Community Centre Committee)
Cllr Syrie Cox
Cllr Donald Fraser
Cllr Richard Herbert
Cllr Pat Holden (Chairman, Planning & Licensing Committee)
Cllr Paul Lawrence (Vice Chairman & Chairman, Allotments)
Cllr Carole Mulroney* (Chairman, Leisure, Foreshore & Environment Committee)
Cllr Caroline Parker (Chairman & Chairman, Transport & Highways Committee)
Cllr Patsy Ryan
1 Vacancy

The meeting adjourned to elect the Chairman of Finance and General Purposes Committee

- Cllr Patsy Ryan was elected as Chairman

The meeting reconvened

10. MEMBERSHIP OF SUB-COMMITTEES FOR 2013/14
The membership of the Sub-Committees was elected as follows:

Personnel Sub-Committee (F&GPC) - 8
Cllrs: Mark Bromfield, Jerry Holden, Pat Holden, Donald Fraser, Carole Mulroney, Paul Lawrence, Caroline Parker and Patsy Ryan
Strategy and Town Plan Sub-Committee - 7
Cllrs: Margaret Cotgrove, Syrie Cox, Donald Fraser, Richard Herbert, Jerry Holden, Pat Holden and Carole Mulroney
Community Transport Sub-Committee (LFEC) - 4
Cllrs: Margaret Cotgrove, Donald Fraser, Pat Holden and John Wren

11. APPOINTMENT OF CO-OPTED MEMBERS TO COMMITTEES AND SUB-COMMITTEES

Allotments Committee
Representatives of: Anne Scobie Marshall Close, Alan Ashdown LOSALGA, Ashley Hitchcock MDAS, David Hammond and Ron Bates
Community Transport Sub-Committee
Ruby Frost and Brian Houssart MBE

12. REPRESENTATIVES TO OUTSIDE BODIES

The following were appointed for 2013/14:

- Representative to Public and Passenger Transport Group – Cllr Donald Fraser, Reserve Cllr Caroline Parker
- Leigh Port Partnership – Cllr Richard Herbert
- Thames Estuary Partnership – Cllrs Carole Mulroney and Paul Lawrence
- Olympic Strategy Groups – Cllr Caroline Parker
- Southend Airport Consultative Committee – Cllr Clifford Passmore, Reserve Cllr Geoff Crawford
- Leigh Crime Prevention Panel – Cllr Paul Lawrence
- EALC Larger Local Council Forum & AGM – Cllrs Donald Fraser, Carole Mulroney and Town Clerk
- EALC Executive Committee – Cllr John Wren
- Southend Business and Tourism Partnership – Cllrs Margaret Cotgrove, Syrie Cox, Carole Mulroney and Town Clerk
- Southend Business and Ratepayer Forum – Cllrs Caroline Parker and Paul Lawrence

13. DATES AND TIMES OF MEETINGS

The dates and times of meetings were agreed with one amendment: That the LCCC meetings be moved to the first Wednesday of the month. Amended Committee Timetable attached as Appendix 1.

14. PAYMENT OF ANNUAL SUBSCRIPTIONS

The following were approved:

- Essex Association of Local Councils and National Association of Local Councils £1516.86
- Essex Playing Fields Association £25.00
- Local Council Review £15.50
- Community Transport Association £295.00
- Thames Estuary Partnership £250.00

15. APPOINTMENT OF BANK SIGNATORIES

Cheques and salary payments

Cllrs: Cllr Margaret Cotgrove, Donald Fraser, Richard Herbert, Jerry Holden, Pat Holden, Paul Lawrence, Carole Mulroney and Caroline Parker

16. NOMINATION OF 2 REPRESENTATIVES TO SOUTHEND'S STANDARDS COMMITTEE

Cllrs: Margaret Cotgrove and Carole Mulroney, Reserve Cllr Caroline Parker

17. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the 25th April 2013 were agreed and signed by the Chairman.

18. TO RECEIVE THE MINUTES OF THE ANNUAL TOWN ELECTORS' MEETING 19th APRIL 2013

The minutes were **noted**.

19. QUESTIONS FROM COUNCILLORS

There were **none**.

20. COMMITTEES

- a) Planning Committee – The minutes of the meetings held on the 9th and 23rd April 2013 were noted.
- b) Leigh Community Centre Committee – The minutes of the meeting of 16th April 2013 were noted.
- c) Transport and Highways Committee – The minutes of the meeting of 17th April 2013 were noted.
- d) Leisure, Foreshore & Environment Committee – The minutes of the meeting held on the 18th April 2013 were noted.

- e) Finance & General Purposes Committee – The minutes of the meeting held on the 30th April 2013 were noted with the exception of the following recommendations:

Minute 201: Formation of Joint Staffing Consultative Working Party

The Council **RESOLVED** that a Joint Consultative Working Party (Staffing) be established on a trial basis, with an evaluation at the end of the year with the terms of reference as set out in the report, with the addition that Junior Staff should also be able to put their views.

Minute 203: The General Power of Competence

The Council **RESOLVED** that it is an eligible Council under the Localism Act 2011 sections 1 to 8 and meets the criteria set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

Minute 206: References from other Committees

T&H Committee 17th April 2013 – Minute 27

The Council **RESOLVED** that the £2,500 under-spend be put in an earmarked reserve for Highways Infrastructure.

Minute 210: Transfer of Surplus Funds

The Council **RESOLVED** that £100,000 be invested with the CCLA.

21. FINANCIAL REPORT

It was **RESOLVED**: that the Income & Expenditure Report 2207/I&E be approved, (Appendix 2 to the agenda).

The meeting closed at 9.08pm

Leigh-on-Sea Town Council - Meetings timetable 2013/14

Meeting	Time	Regular Date	May 2013	June	July	Aug	Sept	Oct	Nov	Dec	Jan 2014	Feb	Mar	April	May
Council	7.30	2nd Wednesday	8th	12th	10th		11th	9th	13th	11th	15th	12th	12th	9th	14th
Finance and General Purposes	7.30	1st Tuesday		4th	2nd		3rd	1st	5th	3rd	7th	4th	4th	1st	6th
Planning & Licensing	7.30	2nd & 4th Tuesday	14th 28th	11th 25th	9th 23rd	13th 27th	10th 24th	8th 22nd	12th 26th	17th**	8th*** 28th	11th 25th	11th 25th	8th 22nd	13th 27th
Transport and Highways	7.30	3rd Wednesday Alternate Months		19th			5th [§]	16th		18th		19th		16th	
Leisure, Foreshore and Environment	7.30	3rd Thursday	16th	20th	18th		19th	17th	21st	19th	16th	20th	20th	17th	15th
Allotments	7.30	3rd Wednesday Alternate Months	15th		17th		18th		20th		22nd****		19th		21st
Leigh CC	7.30	1st Wednesday		5th	3rd		4th	2nd	6th	4th	2nd \$ \$	5th	5th	2nd	7th

* When the first day of the month is a Wednesday, F&GP is held on the last day of the preceding month so that the minutes can go to Council.

** It is recommended that the meetings on the 2nd (10th) and 4th Tuesday (24th) December be replaced by one meeting held on 17th December

*** This meeting has been brought forward to reduce the gap after the December Planning meeting

**** Allotments a week later because of displaced Council Meeting

§ This is an additional meeting on Thursday to reduce the gap between June and October

\$ \$ Meet on Thursday because of the Bank Holiday