



Leigh-on-Sea Town Council

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



MINUTES OF A MEETING OF THE LEIGH-ON-SEA TOWN COUNCIL HELD AT 7.30PM ON WEDNESDAY 13th NOVEMBER 2013 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Caroline Parker (Chairman), Margaret Cotgrove, Syrie Cox, Geoff Crawford, Donald Fraser, Richard Herbert, Jerry Holden, Pat Holden, Paul Lawrence, Carole Mulroney, Cliff Passmore, David Stanley and John Wren (until Min 74).

Also in attendance: Vivien Choppen (Senior Administrator)

Prayers were read by Rev Julia Monaghan (Wesley Methodists).

The meeting opened at 7.35pm

68. OPENING REMARKS

The Chairman welcomed members to the meeting. She mentioned that she had attended Remembrance Services at both the Cenotaph in Southend and at St Clements Church, laying wreaths on behalf of the Council at both services. She thanked Cllr P Holden for laying a further wreath at Eastwood Memorial Hall. The Chairman reminded Councillors of the Leigh Lights switch-on and procession on Friday 22nd November and the need for help on that day. She further added that the Christmas get-together was deferred until the New Year.

69. DECLARATION OF MEMBERS' INTERESTS

There were none.

70. APOLOGIES FOR ABSENCE

Cllrs Mark Bromfield, Patsy Ryan and Alex Coulson

71. PUBLIC QUESTIONS

There were none.

72. QUESTIONS FROM COUNCILLORS

Question from Cllr Mark Bromfield

"Would the Chairman agree that one of the strengths of Leigh Town Council is the non-party political nature of its Councillors, not being tied into the political stance of any political party? Would the Chairman also agree that when precept payers have elected a non-party Councillor that this decision should be honoured by that Councillor? By not so doing would the Chairman agree that some voters might well feel that their vote has been misused, and that they the voters, should be given an immediate opportunity to take a view on the situation".

Chairman's Answer:

"Whilst I agree that as a Council one of our strengths is that we are non-party, however we are a democratic body therefore it is up to the individual councillor to decide for themselves.

One must be true to oneself. In conclusion I would like to wish any Councillor standing for election to the Borough Council every success.”

73. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of 9th October 2013 were agreed as a correct record, with the words “to return to grand-daughter’s wedding reception” added to insert after Min 62 (e) and signed by the Chairman

74. COMMITTEES

- a) Planning Committee – The minutes of the meetings held on the 8th and 22nd October 2013 were **noted**.

In view of the large number of planning applications on which the Council are consulted, it was suggested that the planning committee could review their powers of delegation at the next Committee meeting.

It was commented that it is important that, if councillors and members of the public notice any possible deviations licensing permissions, they notify the relevant authority as there may not be the resources for the Licensing Authority to constantly monitor those permissions.

- b) Transport & Highways Committee – The minutes of the meeting held on 16th October 2013 were **noted**.

The Chairman updated the Committee regarding Southend Borough Council’s intentions to declutter the street scene of unnecessary signage and as a consequence it would probably not be in favour of a Welcome to Leigh Sign on A127.

- c) Leisure, Foreshore & Environment Committee – The minutes of the meeting held on the 17th October 2013 were **noted**.

A query was raised concerning Min 44 and the need for the increase in the renewals budget as a number of set pieces of lights were not being used this year because of the problem with concrete lamp posts. The Chairman of LF&E said that the lights display arrangements and costs would be reviewed following this year’s event.

- d) Finance & General Purposes Committee – The minutes of the meeting held on the 5th November 2013 were **noted** except for Min 84 that refers to Minute 6 (Format of Strategic Reviews) and Minute 7 (Assessment of New projects over £5,000) of the Strategy & Town Plan Sub-Committee of 29th October, and Min 88.

Minute 6 Format of Strategic Reviews

The Committee had **RECOMMENDED** in Min 84 (a) the following changes to the format of the Strategic Reviews:

- That when staff are cited that the actual apportionment of time be identified.
- That the headings ‘can benefit increase’ and ‘can cost be reduced’ be amalgamated into a single heading ‘Opportunities’.

An amendment was proposed to delete the word ‘actual’. This was carried and the Council **RESOLVED**:

- That when staff are cited that the apportionment of time be identified.
- That the headings ‘can benefit increase’ and ‘can cost be reduced’ be amalgamated into a single heading ‘Opportunities’.

The Council **RESOLVED** to accept the recommendation in Min 84(b), namely:

- That the Strategic Reviews be broken down into each Committee area of activity
- That the Strategic Reviews be dealt with by the programmed Committees

- That at the first meeting of each Committee in the administrative year the current review be considered to assess any changes and updates.
- That each Committee review its Strategic Objectives at its June meeting (or first available meeting)

Minute 7 Assessment of New projects over £5,000

The Council **RESOLVED** the following:

- That the proforma should contain the timescale of the project and separately identify Capital and Revenue costs.
- That the proposals go to the appropriate Committee in the first instance for consideration, and then if required to F&GPC if there are financial aspects outside the scope of the Committee.
- That once the originating Committee has approved the proposal for consideration, it should then go to S&TPSC to give its view in parallel with the normal Committee process, with all assessments to be considered together.
- That the process be reviewed after the first cycle of operation.

Regarding Min 88 it was **RESOLVED** that in the in the event of the Chairman or Vice Chairman of Council requesting training that the Chairman and Vice Chairman of F&GPC be appointed to consider such a request.

- e) Leigh Community Centre Committee – The minutes of the meeting held on 6th November 2013 were **noted**.

Cllr Syrie Cox stated that she was prepared to do some preliminary work to focus the scope of the external review of the operation of the Community Centre. Cllr Jerry Holden stated that he was prepared to do some analytical work to inform the review.

Owing to the need to accelerate decisions regarding the continuity of a cafe in the Centre, the Council recognised that it may be necessary to hold an extraordinary meeting if decisions could not be made within the current remit of the Community Centre Committee.

Cllr John Wren left the meeting at 9.10pm

75. REPORT ON FUTURE FORMAT OF INCOME AND EXPENDITURE REPORTS - Report 2282/DF

The Council noted the future requirements for the unanimous approval of expenditure and agreed the revised limited analysis of income. A question was raised that queried the position of Councillors that were not present when approving the Expenditure Report. The Council asked for this to be investigated.

76. FINANCIAL REPORT

It was **RESOLVED** to approve the Income & Expenditure Report 2280/I&E

The meeting closed at 9.28pm