



# Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP | Tel: 01702 716288

[www.leighonseatowncouncil.gov.uk](http://www.leighonseatowncouncil.gov.uk)

**Chair:** Councillor Bernard Arscott | **Vice Chair:** Councillor Carole Mulroney  
**Town Clerk:** Clare Milligan



## Community and Culture Committee Meeting

You are hereby summoned to the Community and Culture Committee Meeting to be held in the Room 8, The Council Chamber, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea, Essex, SS9 1SP on Tuesday 11<sup>th</sup> February 2025 at 7.30pm.

*C Milligan*

Clare Milligan  
Town Clerk  
5<sup>th</sup> February 2025

Chair: Councillor P Gilson  
Councillor Membership: Dr D Bowry, A Hart, J Lloyd, C Mulroney, O Richards and J Suttling.

The press and the public are cordially invited to join the meeting.

## AGENDA

### 1. Apologies for Absence

To receive and approve apologies for absence.

### 2. Declarations of Members' Interests

Declaration of any disclosable pecuniary interests, other registerable and non-registerable interests relating to items on the Agenda in accordance with the Code of Conduct. Members must not participate in any discussion on the matter in which they have declared a disclosable pecuniary interest or other registerable interest or participate in any vote, or further vote, taken on the matter at the meeting and must withdraw from the room unless the Member has received a dispensation in relation to the matter.

### 3. Public Participation

In accordance with Standing Order 3.e. to allow up to 15 minutes for members of the public to make representations, ask questions and give evidence in respect of any item on the agenda. In accordance with Standing Order 3.f. no one person shall speak for longer than 3 minutes. At the close of this item members of the public will no longer be permitted to address the Council.

### 4. Minutes

To receive and agree the minutes of the Community and Culture Committee meeting held on 10<sup>th</sup> December 2024.

### 5. Clerk's Report

To receive an update on any matters arising from the meeting on the 10<sup>th</sup> December 2024 that are not an agenda item.

## **6. Allotments**

To receive an update on matters regarding the allotments for discussion and agreement.

- a) Community Payback scheme – to receive a talk from the people who organise the community payback scheme to discuss and see how this could be utilised to help clear the plots and the surrounding areas of the allotments including the Northern boundary hedge on Manchester Drive Allotments.
- b) Allotment Officer's report.
- c) Security on Allotment Sites to discuss ways in making Manchester Drive & Leigh Allotments more secure.
- d) Manchester Drive & Leigh Allotments: Numbering of plots to be combined between the two sites.
- e) Manchester Drive: Southern and Northern boundary hedges – To receive the quotes for cutting back the hedges and decide on which contractor to use.
- f) Leigh Allotments: Former café area – to discuss the area and agree any actions to be taken.
- g) Leigh Allotments: Water Valve for a manhole cover to isolate pipes – to receive the quotes for adding a water valve and agreeing which contractor to use.

## **7. Council Events**

- a) Easter activities - To receive an update on the activities for the day and the cost for discussion and agreement.
- b) VE Day – To receive an update on the activities for the day and the cost for discussion and agreement.

## **8. SEND Event**

To receive a proposal from Cllr C Willoughby on an event for SEND children for discussion and decision on any actions.

## **9. Website**

To receive quotes for amalgamating the Council website and the Community Centre website for discussion and decision on which company to use.

## **10. Flagpole Servicing**

To receive the quote for flagpole servicing for discussion and agreement to have the work completed.

## **11. Laptop**

To discuss and decide on a laptop for the Allotment and Planning Officer.