



Leigh-on-Sea Town Council

ANNUAL REPORT

2020/21 Council Year

LEIGH-ON-SEA TOWN COUNCIL

*Leigh Community Centre
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CONTACT

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TOWN CLERK

Helen Symmons PSLCC



LEIGH-ON-SEA TOWN COUNCIL

About Us

Back in 1996, a group of Leigh residents worked hard to form a first tier of local government to have an overall responsibility for the well-being of the Leigh-on-Sea community. The result, was Leigh-on-Sea Town Council. Southend Borough Council is the primary authority and responsible for matters such as waste collection, maintenance of the roads and pavements, providing street lighting and many other services which your council tax pays for. Our work falls into three main categories:

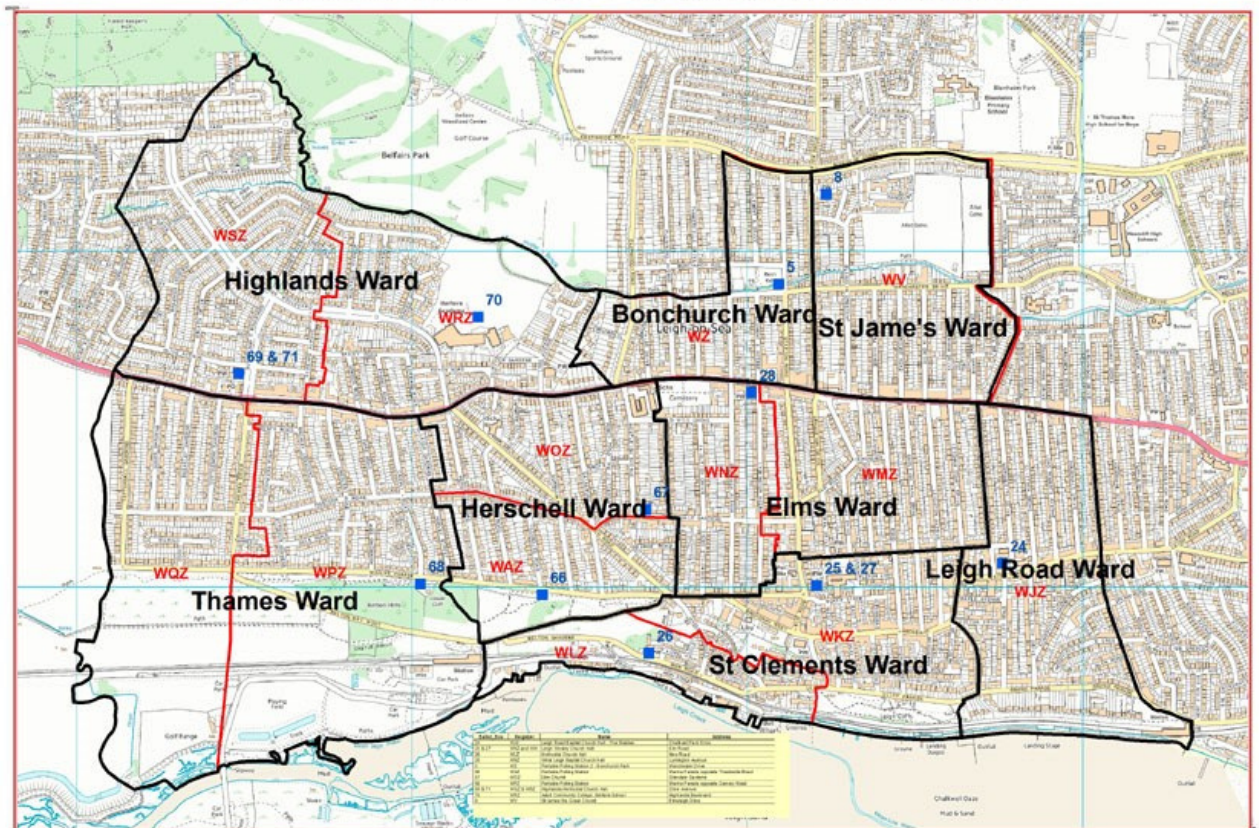
- Representing the Leigh-on-Sea community
- Delivering services to meet local needs
- Striving to improve the quality of life in the Town

The Council is made up of 16 elected councillors representing the 8 wards of Leigh-on-Sea. They are responsible to the residents they represent and can be contacted directly on any matter. They receive no allowance but have a passion to be involved in the community. Councillors have three main areas of work:

- Decision-making through attending meetings and committees
- Monitoring, making sure that their decisions lead to efficient and effective services
- Getting involved with the local community

The Council work is split into three main committees; Community & Culture, Finance & Governance and Planning, Highways & Licensing, with an additional committee to manage staffing.

Leigh Town Council - Wards - Polling Districts - Polling Stations





CHAIRMAN'S REPORT

By Council Chairman Paul Gilson

To say that this year has been different and a challenge would be an understatement. However there have been several parts of my tenure that have been successful and satisfying. One was Merchant Navy Day on Strand Wharf, a small but very important event, so relevant to Leigh with its long and historical connections to the sea. The other was the display of Christmas lights in the Library Gardens, which was so successful that we are improving the displays for next year.



A particular success this year, when allowed to open has been the Skate Park. We have extended and improved the layout, and more improvements are planned with extra seating. Some more equipment in Bonchurch Park has also been sanctioned, a table tennis table and a picnic bench. We have also been refurbishing the Community Centre, something long overdue.

Councillors helped delivering essentials to those more vulnerable and our staff ran a help line during lockdown, to direct residents to available services and sometimes just to listen.

I do feel we as a Council would have liked to do more, but regulation and safety of residents and staff was and has been paramount. It has been my pleasure to serve the residents of Leigh during these most difficult of times.

TOWN CLERK REPORT

By Helen Symmons PSLCC

The Council year of 2020/21 will be one that we hope is never repeated again. The demands and challenges were enormous, we worked tirelessly to help and support where we could and still kept on with carrying out the work of Council. Like the rest of the country financial pressures were high so Council budgets were monitored carefully. Like the rest of the country the effect on mental health was enormous for all, so staff supported each other where we could. We didn't sit back though, we adapted. We did what we could to ensure that the Community Centre could reopen when permissible, coming up with innovative ideas to do what we could during difficult times, whether it be lighting up Library Gardens to give a glimmer of festive cheer, supporting our wonderful local independent businesses by giving them a voice through our social media platforms or creating our 'Keeping in Touch' magazine and phone calls for our elderly Community Transport members. Our small team of staff truly stepped up to do as much as was possible and I couldn't be prouder of them and I am truly grateful.





A QUALITY GOLD COUNCIL

Leigh-on-Sea Town Council receives prestigious award

In September 2020 we achieved the Quality Gold Award as part of the Local Council Award Scheme. The scheme is in place to recognise local councils that achieve good practice in governance, community engagement and council improvement. Having already been awarded the first and second status – Foundation and Quality – we proved that we go above and beyond our legal obligations, by leading our communities and continuously seeking opportunities to improve and develop even further. The Quality Gold Award is the highest award.

The Local Council Award Scheme is a peer assessed programme that has been designed to provide the tools and encouragement to those councils at the beginning of their improvement journeys, as well as promoting and recognising councils that are at the cutting edge of the sector. It is through the sector working together to share best practice, drive up standards and supporting those who are committed to improving their offer to their communities that individual councils and the sector as a whole will reach its full potential.



DONALD FRASER VOLUNTEER OF THE YEAR AWARD 2021

Tim Watts

In 2019 the Council launched their Volunteer of the Year Award in memory of longstanding past councillor, Donald Fraser, who had served on the Council since its inception in 1996. Donald was an avid volunteer and helped many organisations during his lifetime, so the Council thought this award was a fitting tribute.

This year's chosen winner is Tim Watts, who received several nominations and is well known throughout Leigh as the president of the Leigh Lions. Tim took early retirement from the Ministry of Justice and threw himself into volunteering. As part of the Lions he helps to run the Lions charity shop, organise the Leigh Regatta, Duck Race and raise money for local charities and community groups.

As well as his work with the Lions, Tim is also a trustee of Southend Carers, a member of Southend Borough Council's People Scrutiny Committee, and director of Southend Pier Museum. Tim has also worked tirelessly throughout the pandemic, whether it be shopping for vulnerable people, providing aid for food banks, co-ordinating volunteers or helping at vaccination centres; he has committed hundreds of hours to other people.

We can't think of a more appropriate and deserving winner for this award. Leigh-on-Sea Town Council are certainly proud to have such a wonderful person in our Town. Many congratulations to Tim Watts, our Volunteer of the Year 2021.

2021 'GOOD FOR LEIGH' WINNERS



Belle Sewfragettes

The "Sewfragettes" made masks and scrubs during the start of the pandemic when there was a desperate need.

Eve Kinder

Teenager Eve consistently thinks of others before herself. She has been made an ambassador for Southend Young Carers, as she helps her sibling with learning difficulties.

Gracie and Alvina Line

Gracie and Alvina help at the One Love Soup Kitchen. They continued to serve meals throughout lockdown even during great personal sadness.

Leigh Tin Teams

From the clap for NHS on Thursday nights, a group of neighbours clubbed together to start collecting food for the local foodbanks. This scheme has continued throughout lockdown and is now being extended into Shoebury.

Linda Catling

Linda has brought an amazing amount of cheer to residents of Leigh with her themed crocheted postbox "hats." She also handed out treats and flowers on Mother's Day.

Liz Evans and Linda Mitchell

Former receptionists of Leigh Community Centre, who recently retired, have carried on working with the Council to support the members of our Community Transport Scheme with regular friendly phone calls during lockdown.

Madison Edwards

Year 7 student, Madison, helped cook for the homeless during lockdown. As well as delivering food parcels and buying colouring books and pens for homeless people living in the woods. She also delivered hundreds of council leaflets to the elderly and vulnerable.

Marguerite Drive Street Group

Born out of the first lockdown, the group hold foodbank collections and do regular litter picks on their road and other neighbourly initiatives.

Michael Cranston

Michael is the founder of the "Smileigh" Facebook group, created as a positive outlet for local people during lockdown. The group has gone on to gain thousands of members worldwide and has also raised money for local charities.

Millie Whipps

Last Christmas, teenager Millie was so concerned about homeless people that she appealed to friends and family for backpacks and items to fill them with to donate to HARP, as well as buying items with her own money. Millie was also the recipient of our 2020 Citizenship award that we run in partnership with Belfairs Academy.





CLLR CAROLINE PARKER

Obituary -1942 - 2020



It is with deep sadness that Leigh-on-Sea Town Council learned of the passing of Cllr Caroline Parker on 19th June 2020. Caroline had suffered with ill health for some time but it was only recently that she had to withdraw from Council life. She was the longest serving member of the present Council administration and her passing was an immeasurable loss to the Town Council.

Caroline Ann Parker was born on July 4th 1942 - during the Second World War - growing up in Benfleet. From a young age Caroline was a keen and enthusiastic fan of Elvis Presley and went on to set up an Elvis Presley fan club with her best friend June.

She was a firm believer in standing up for her community and this was never more apparent than when in 1973 she and her children joined a group taking a petition to Downing Street in order to stop more oil refineries being built on Canvey Island. From start to finish the battle took some 14 years. In the end the victory was to belong to the residents of Canvey Island.

Caroline had a kind, warm, giving and loving spirit. She made people feel special and would go out of her way to make a difference and she selflessly worked hard to make things better for those around her. She was very ambitious, hard-working and proud of her achievements, getting a job in London after leaving school and later running three of her own companies.

In 2003 she became a member of Leigh-on-Sea Town Council. There, she was in her element. Her achievements during office were most beneficial to the community of Leigh-on-Sea, including the Elm Road school crossing, speed humps, a 'Welcome to Leigh-on-Sea' sign as you enter the town, the Bonchurch Park outdoor gym, the skate park and Leigh Lights. Her favourite venture was the Easter Event held in Leigh Library Gardens. She was also very proud of her role as school governor at North Street School, which was one of her biggest achievements and passion in her later years.

And of course, one of her favourite things to do was to spend time with her family. Caroline had 4 daughters, 5 grandchildren and 4 great grandchildren - and that meant plenty of family occasions, which was where she was at her happiest. She was an inspiration to her family, never quitting when things got tough and teaching them to follow their hearts and always believe in themselves.

Everyone believes their loved ones are one in a million, but she truly was. There will never be another Caroline Parker.

Written by Caroline's grand-daughter, Virginia Parker



FINANCIAL SUMMARY

From 1st April 2020 - 31st March 2021

	2019/20	2020/21 BUDGET	2020/21 *	2021/22 BUDGET
Band D precept figure per household	47.70		50.58	50.58
INCOME				
Precept	421,625	447,392	447,392	443,350
Local Council Tax Support Grant	3,910			
Interest	3,836	800	938	700
Finance & Governance (inc. Grant)	2,676	1,300	13,225	1,300
Community & Culture	184,489	186,000	102,826	97,800
CIL **	11,079		21,911	
Total Receipts	627,615	635,492	586,292	543,150
EXPENDITURE				
Finance & Governance	95,027	123,100	51,590	84,000
Capital Equipment	12,084		187,146	
Community & Culture	285,256	326,600	240,377	290,400
Staffing	99,753	113,257	117,193	104,500
Planning, Highways & Licensing	10,858	9,200	9,161	12,250
Resolved Capital Projects	74,781	79,425	84,519	40,000
Total Payments	577,759	651,582	689,986	531,150
SUMMARY				
Balance b/forward	90,026		80,239	
Add receipts	627,615		586,292	
Less payments	577,759		689,986	
Transfer (to)/from Reserves	-59,293		123,901	
Balance carried forward	80,589		100,466	
TOTAL NET ASSETS REPRESENTED BY:				
General Fund	80,239		100,446	
Earmarked Reserves	203,598		234,969	
Capital Reserves	212,857		47,440	
CIL **	35,595		45,740	
Leigh Partnership Group	9,014		9,014	
Overall Balances	541,303		437,609	

**Unaudited accounts*

***Community Infrastructure Levy*



COMMITTEE REVIEW 2020/21

An overview of the work undertaken by committees

Finance and Governance Committee

- Reviewed and updated a variety of Council policies and procedures
- Set funding aside to create a wall of Street Art at the Skate Park
- Provided photo ID for Councillors
- Carried out the annual budgeting process
- Approved two rounds of Grant applications
- Carried out quarterly finance checks and bank reconciliations
- Approved funding for several CIL projects, to update different outdoor facilities and equipment in some of Leigh's green spaces
- Established a Community Engagement Working Group to help Councillors to better engage with the public – an ongoing project.

Planning, Highways and Licensing Committee

- Met virtually 11 times and once face to face
- 212 planning applications and 8 licensing applications have been considered in this Council year
- Conservation area appraisals for Chapmanslord, Leigh, Leigh Cliff and Leigh Old Town were completed and submitted to SBC.
- Planning for the future was completed at a policy and development group (PDG) meeting. Other PDG topics included managing pavement parking, unsocial and dangerous driving.
- Discussions have been held and letters sent to Southend Borough on the number of licensed premises in Leigh-on-Sea and concerns over the entrance to the tip.

Community and Culture Committee

- Researched and obtained quotes for a hanging basket scheme
- Completed Southend Borough Council's Tree Consultation
- Worked with the police on town security
- Organised the Christmas Lighting Display in Leigh Library Gardens
- Appointed a new Artist in Residence
- Planned schedule of events for 2021
- Discussed Southend Borough Council's Pollinator Strategy
- Many of the services that the Community and Culture Committee oversees have not been able to go ahead this year due to the pandemic, including: Community Transport Scheme, Over 60's Social Club, Summer Holiday Activities, Town Events, Leigh Farmers' Market, Youth Club, Youth Forum. Where possible we have tried to come up with alternative ways of helping our community, such as our Keeping in Touch magazine for our Community Transport members.



ADMINISTRATIVE REPORT 20/21

Our COVID Diary by Leigh-on-Sea Town Council Staff

Ongoing work throughout Lockdown

- Staff and councillors picked up shopping and prescriptions for residents as well as other tasks such as taking out bins
- Phone lines were monitored throughout lockdown
- Made sure recycling sacks were still available to collect outside the Community Centre
- All allotment sites were kept open, plot holders were kept updated of national guidance
- Assisted Southend Borough Council with strategic and operational issues
- Refurbishment at the Community Centre continued and is now completed
- Staff and councillors took part in various remote courses and training
- Publicised government advice and information from Southend Borough Council
- Admin work undertaken including shredding old paperwork, tidying and reorganising files, completed thorough updates of both websites, updated staff handbook and other policy documents and procedures, concluded a GDPR review, operational risk review, and general housekeeping within our computer systems
- General maintenance and redecoration programme throughout Community Centre and council offices
- Conducted weekly staff meetings to allow staff to stay in touch
- Kept in regular contact with our Community Transport members, making regular phone calls to just have a friendly chat and offer any help.
- Project managed Community Centre remodel

March 2020

- All council activity was suspended – events/clubs, meetings, room hire etc.
- Staff were set up to work from home straightaway, and supported with equipment. Caretaking staff were furloughed.
- Responded immediately by reaching out to Community Transport members to offer support – shopping, picking up prescriptions etc.
- Posted a full-page advert in the local paper with important information about the pandemic to help/advise residents
- Set up a COVID News section on our website to provide up to date information on the situation
- Continued to respond to planning applications and submitted responses to Southend Borough Council
- Postponed/cancelled all planned events for 2020 and dealt with admin for this

April 2020

- All Community Centre bookings had to be cancelled/rearranged and refunds organised for those hirers who had already paid for sessions.
- Completed the end of year accounts
- Helped to publicise details of community groups/street groups set up in the area and direct people to them.
- Helped to publicise details of businesses that were still open during lockdown or operating delivery/click and collect
- Nominations were made and winners were announced for our Good for Leigh Awards and our Donald Fraser Volunteer of the Year Award



ADMINISTRATIVE REPORT 20/21

Our COVID Diary by Leigh-on-Sea Town Council Staff

May 2020

- Encouraged residents to take part in the Nation's Toast for VE Day 75. Also asked musicians to play the Last Post and provided ideas for children's activities.
- Launched a writing competition open to all ages. Participants had to write a short story or poem about Leigh, an overwhelming response received from local children.
- Released our annual report which included a progress check on our 2019 – 2023 Strategic Plan
- Launched an Emergency Community grant of £10000 to help community groups through the pandemic

June 2020

- Reintroduced meetings virtually using Zoom
- Produced our Newsflash publication in the Leigh Times to update residents on Council News

July 2020

- Refurbishment of the Skate Park was completed
- Launched an online event to celebrate 20 years of the Farmers' Market, included special offers from stallholders and competitions
- Project managed Skate Park extension build

August 2020

- Held our Annual Council Meeting, where new Chairman and Vice-Chairman elected
- Completed extensive paperwork to achieve Quality Gold Council Status
- Completed thorough and extensive risk assessments for every aspect of the Community Centre to ensure a safe reopening

September 2020

- Staff started a partial return to working in the office
- Created a whole new booking timetable to allow for hirers to return safely, one class in centre at a time, time between bookings for deep clean, allowing hirers larger rooms to allow for social distancing etc.
- Advertised our Grant Award Scheme
- Moved over to a different system to administrate the allotment tenants. Staff received training on this. Produced annual allotment invoices and created a new tenancy agreement for all tenants to sign
- Organised a socially distanced flag raising ceremony for Merchant Navy Day

October 2020

- Produced issue 12 of our Council magazine, including interviews with local residents about their lives during lockdown
- Started a monthly publication, "Keeping in Touch" magazine for our community transport members, providing them with news, activities, and advice
- Started supporting the Leigh Tin Teams by giving them a space to store donations for local food banks



ADMINISTRATIVE REPORT 20/21

Our COVID Diary by Leigh-on-Sea Town Council Staff

November 2020

- Community Centre remodel was completed
- Launched our #Essentialeigh hashtag to allow local traders to take over our Instagram during the second lockdown

December 2020

- Advertised the post of Artist in Residence and completed virtual interviews
- Created a Farmers' Market Facebook group to allow stallholders to directly sell to residents. This was done for Christmas but has continued into 2021
- Organised the Christmas lighting display in Leigh Library Gardens and responded to hundreds of children's letters on behalf of Father Christmas
- Started researching possibilities for the CIL funding including benches and other facilities for our open spaces
- Sent Christmas cards to our community transport members
- Organised a festive window display trail for trail in collaboration with a local artist

January 2021

- Come the new year and the announcement on a further lockdown, Community Centre administration staff were also put on flexi-furlough.
- Advertised our Donald Fraser Volunteer of the Year 2021 Award, and received a record number of nominations
- Dealt with the administration of several vacant councillor posts over the last year and advertised for co-opted vacancies

February 2021

- Created an Allotment handbook with important information for all plot holders
- Further re-opening strategy created for the safe return of hirers
- Launched a rock painting activity for children
- Produced our Newsflash publication in the Leigh Times to update residents on Council News

March 2021

- Staff attended an online seminar to celebrate International Women's Day
- Completed the End of Year accounts

April 2021

- Produced Issue 13 of the Council magazine with positive stories from around Leigh
- Welcomed our new Artist in Residence at Leigh Community Centre

May 2021

- Started planning the relaunch of the Leigh Farmers' Markets
- Started planning events for the Summer Holidays subject to COVID restrictions
- Compiled our Annual Report for 2020/2021



STRATEGIC PLAN 2019 - 2023

Progress Checking Report 2020/21

In 2019 Leigh-on-Sea Town Council released their Strategic Plan to help drive the Council's objectives until 2023.. Complex, challenging issues and changing circumstances faced by the local community require the Council to identify relevant, pertinent strategic objectives that will be understood by the residents and drive action in order to make progress towards the desired outcomes for Leigh-on-Sea. The four year plan has three core priorities and an overarching aspiration of "improving the quality of town life."

- 1.To be proactive in creating effective partnership working between Southend-on-Sea Borough Council and Leigh-on-Sea Town Council to ensure a shared vision for Leigh-on-Sea
- 2.To identify community facilities that would enhance the quality of life of local residents and to explore ways of securing the necessary resources with minimum impact on the precept
- 3.To raise awareness of local environmental issues and to create opportunities for residents to engage with Leigh-on-Sea Town Council in finding and implementing solutions

We have reviewed the second year's progress of our strategic plan and noted the actions taken against each objective below.

1 *To be proactive in creating effective partnership working between Southend-on-Sea Borough Council and Leigh-on-Sea Town Council to ensure a shared vision for Leigh-on-Sea*

Economic support for local business and traders through the Leigh Partnership Group

- CCTV cameras installed in 2020.
- Supporting FiverFest promotional campaign.
- Safer Southend Stakeholder Group meetings during pandemic.
- Christmas decorative window trail in December 2020.
- Website "Essentialeigh" hashtag campaign to support local businesses during the second lockdown.
- Improved way finding installed in March 2021.
- Totally Locally Southend online shopping portal initiative created and launched April 2021.
- Website page within SBC tourism being developed.

Restoration of the Belvedere viewing platform in partnership with SBC

- Remedial work undertaken.
- SBC engaging with artist project for the wall.

Remain pro-active in assisting SBC with the rejuvenation of Leigh Library Gardens through the FOLLG Campaign

- £500 grant funding awarded in November 2020.
- Ongoing collaboration with projects - such as the Christmas Lighting Display

Foster good working relationships between LTC Officers and SBC Councillors and Officers.

- Town Clerk met with SBC CEO in September 2020 (online)
- Town Clerk works with officers and borough councillors as a board member on the Southend Tourism Partnership, as part of the Safer Southend Stakeholders Partnership and with officers on the Southend Totally Locally Campaign.



STRATEGIC PLAN 2019 - 2023

Progress Checking Report 2020/21

Through the Old Leigh Spatial Plan aid development of SBC Local Plan and stakeholders' interests to attract future investment in Leigh Port

- Currently focusing on two initial projects - walking routes and speed control in New Road

Launch a Friends of Bonchurch Park campaign with the help of SBC

- Plans were made to promote this idea at our annual community day, but this was not able to go ahead due to the pandemic.

Through Make Southend Sparkle support litter picking campaigns and awareness throughout the Town and find solutions to litter issue

- No updates for 2020/2021

Proactive involvement in the emerging Local Plan by Southend-on-Sea

- Awaiting publication of next consultation phase

Councillors to accept any training opportunities from SBC

- Planning training given in November 2020

2 *To identify community facilities that would enhance the quality of life of local residents and to explore ways of securing the necessary resources with minimum impact on the precept*

Ongoing repairs and remodel of Leigh Community Centre to create a better community facility

- Phase 2 of remodel completed October 2020
- Decorative repair programme, main areas completed December 2020
- Refurbishment of kitchen completed December 2020
- Replacement doors for the Centre fitted April 2021
- Soundproofing project for 2021 delayed due to other priorities

Identifying and completing effective projects for the community that meet the Community Infrastructure Levy criteria

- New see-saw installed in Leigh Library Gardens playground in 2020
- Planned projects for the Leigh Skate Park including street art wall and seating area
- Planned projects at Bonchurch Park and Library Gardens for picnic activity tables and table tennis

Engage in opportunities to provide and/or promote community facilities for the youth

- Youth groups were suspended during the pandemic. However young people had the chance to enter our writing competition in April 2020 and contributed to our bi-annual magazine.

Be open to community initiatives at the Allotment sites

- None suggested

Create a programme of excursions through the Community Transport Scheme for disabled and elderly residents

- Unable to go ahead due to the pandemic



STRATEGIC PLAN 2019 - 2023

Progress Checking Report 2020/21

Raise awareness, promote and enhance Council events, activities and markets in the Town

- Majority of 2020 events unable to go ahead due to the pandemic. A COVID safe Christmas event was planned for families, with children receiving personalised Santa letters.
- Virtual event held to celebrate the 20th anniversary of the Farmers' Market and online group launched in December 2020 to allow for online shopping through our stallholders.

Refurbishment and extension of the Skate Park to provide better facilities

- Extension of facilities in unused area completed in July 2020

Councillor led Art Group to organise Artist in Residence and art wall exhibitions

- Writing competition was launched in April 2020, a great response from children.
- New Artist in Residence appointed in April 2021
- Exhibitions booked on our Art Wall for 2020 will be moved to 2021

Implement Social Isolation Projects

- Plans for Happy to Chat bench postponed due to pandemic. Plans approved by SBC
- COVID grants set up to assist organisations with social isolation projects. Altered to recovery grants in March 2021 for Community Centre hirers
- Made regular phone calls with Community Transport members during lockdown and created a monthly magazine in October 2020.

3 *To raise awareness of local environmental issues and to create opportunities for residents to engage with Leigh Town Council in finding and implementing solutions*

Use the LTC Magazine to engage with residents and to promote and interact with external organisations

- Bi-annual magazine produced, external groups promoted, surveys held.

Actively promote and be a part of the Friends of Leigh Library Garden initiative and create interest for a Friends of Bonchurch Park group

- Grant aid awards received. Sponsorship brokerage
- Joint work on the Christmas Lighting Display - December 2020
- Plans for Bonchurch Park group delayed due to pandemic

Actively promote and be a part of litter picking campaigns

- Unable to go ahead due to the pandemic, but helped to publicise when we could

Promote LTC and local environmental issues with engagement at events

- Lack of events in last year due to the pandemic, however Cllr O'Boyle active on the Airport Consultative Committee and wrote article for LTC magazine in April 2021

Art exhibitions to heighten awareness of environmental issues where appropriate

- Unable to go ahead due to the pandemic



COUNCILLOR ATTENDANCE

From 18th August 2020 - 27th April 2021

Due the COVID-19 pandemic, the Council year started later than usual. All meetings within this Council year were held virtually via Zoom.

Resignations

- Cllr Vivien Rosier resigned in December 2020
- Cllr Mark Bromfield resigned in March 2021

Co-Options

- Cllr Dr David Bowry was co-opted onto the Council in June 2020
- Cllr Emma Mills was co-opted onto the Council in March 2021

Notes

- All meetings during this period took place virtually via Zoom video conferencing software
- Chairman Paul Gilson and Vice-Chairman Andrew Wilkins are ex-officio members of all committees
- Highlighted squares show the committees that Councillors are a part of, however all councillors can attend any committee meetings
- There were 13 Planning Committee meetings scheduled, however the meeting on 20th April 2021 was cancelled due to the passing of the Duke of Edinburgh.

Councillor	Full Council <i>6 meetings</i>	Community & Culture <i>4 meetings</i>	Finance & Governance <i>3 meetings</i>	Planning, Highways & Licensing <i>12 meetings</i>	Staffing <i>4 meetings</i>
Cllr Mark Bromfield	2		1		4
Cllr Dr. David Bowry	4	4	2	8	3
Cllr Vinice Cowell	4			4	
Cllr Douglas Cracknell	4		2	10	
Cllr Keith Evans	3	3	2		4
Cllr Anita Forde	4	4	2	5	
Cllr Paul Gilson	3	2	0	9	4
Cllr Alan Hart	4	1		7	
Cllr Jill Healey	4	1	1		4
Cllr Emma Mills				1	
Cllr Carole Mulroney	3	1	2		1
Cllr Damian O'Boyle	3	1		0	
Cllr Vivien Rosier	3	1		3	
Cllr Emma Smith	3	3			1
Cllr Michael Wells	3	3			
Cllr Andrew Wilkins	4	3	1	6	4



MEETING SCHEDULE 2021/22

All Council meetings are held on Tuesday evenings at 7.30pm in Room 6 at Leigh Community Centre, Elm Road.

<i>Full Council</i>	25th May 2021 20th July 2021 21st September 2021 30th November 2021 18th January 2022 1st March 2022	<i>Planning & Licensing</i>	11th May 2021 1st June 2021 22nd June 2021 13th July 2021 3rd August 2021 24th August 2021 14th September 2021 5th October 2021 26th October 2021 16th November 2021 7th December 2021 4th January 2022 25th January 2022 15th February 2022 8th March 2022 29th March 2022 19th April 2022 10th May 2022
<i>Finance & Governance</i>	2nd November 2021 22nd March 2022 3rd May 2022		
<i>Community & Culture</i>	8th June 2021 10th August 2021 12th October 2021 14th December 2021 8th February 2022 5th April 2022		

2021 EVENTS PROGRAMME

Subject to COVID restrictions

Unfortunately it is still not appropriate to run our usual programme of events at this time. However we have put together a reduced schedule of family-friendly events. Keep an eye on our social media accounts throughout the year as additional events may be organised.

August 2021 - Children's summer holidays events at Leigh Community Centre

August 2021 - Strand Wharf Puppet Show

Nov - Dec 2021 - Leigh Library Gardens Festive Walk - we hope to have some additional activities surrounding this.

We are also thrilled to be reintroducing our Farmers' Market in July, which will now be taking place twice a month at Leigh Community Centre.

- Friday 16th July 2021 – 21st birthday celebrations (additional outside stalls)
- Saturday 4th September 2021
- Friday 17th September 2021
- Saturday 2nd October 2021
- Friday 15th October 2021
- Saturday 6th November 2021
- Friday 19th November 2021
- Saturday 18th December 2021 – Christmas Farmers' Market



COUNCILLORS BY WARD

BONCHURCH WARD	<i>Jill Healey</i>	cllrhealey@leighonseatowncouncil.gov.uk
ELMS WARD	<i>Douglas Cracknell</i> <i>Mike Wells</i> <i>James Preston</i>	cllrcracknell@leighonseatowncouncil.gov.uk cllrwells@leighonseatowncouncil.gov.uk cllrpreston@leighonseatowncouncil.gov.uk
HERSCHELL WARD	<i>Dr. David Bowry</i> <i>Damian O'Boyle</i>	cllrbowry@leighonseatowncouncil.gov.uk cllroboyle@leighonseatowncouncil.gov.uk
HIGHLANDS WARD	<i>Vinice Cowell</i> <i>Emma Smith</i> <i>Vacancy</i>	cllrcowell@leighonseatowncouncil.gov.uk cllrsmith@leighonseatowncouncil.gov.uk n/a
LEIGH ROAD WARD	<i>Anita Forde</i> <i>Paul Gilson</i>	cllrforde@leighonseatowncouncil.gov.uk cllrgilson@leighonseatowncouncil.gov.uk
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STAFF DETAILS

<i>Helen Symmons</i>	TOWN CLERK & RESPONSIBLE FINANCIAL OFFICER
<i>Abbie Cotterell</i>	ASSISTANT TOWN CLERK
<i>Emma Stratton</i>	ASSISTANT RESPONSIBLE FINANCIAL OFFICER
<i>Emily French</i>	EVENTS & PROJECTS OFFICER
<i>Francesca Smith</i>	MARKETING & PROFILE OFFICER
<i>Sophie Partridge</i>	ADMINISTRATIVE ASSISTANT
<i>Ingmar Lindberg-Jones</i>	ADMINISTRATIVE ASSISTANT
<i>Richard Flint</i>	SENIOR CARETAKER
<i>Mark Doolan</i>	CARETAKER
<i>David Skeels</i>	CARETAKER
<i>Michael Flint</i>	CARETAKER

CONTACT INFORMATION

<i>Town Council Offices and</i>	LEIGH COMMUNITY CENTRE
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<i>Community Centre Telephone</i>	01702 477248
<i>Council Website</i>	WWW.LEIGHONSEATOWNCOUNCIL.GOV.UK
<i>Community Centre Website</i>	WWW.LEIGHCOMMUNITYCENTRE.COM
<i>Council Facebook</i>	WWW.FACEBOOK.COM/LEIGHTCEVENTS
<i>Community Centre Facebook</i>	WWW.FACEBOOK.COM/LEIGHCOMMUNITYCENTRE
<i>Council Twitter</i>	@LEIGHTCEVENTS
<i>Community Centre Twitter</i>	@LEIGHONSEACC
<i>Council Instagram</i>	@LEIGHTCEVENTS
<i>Council Arts Group Instagram</i>	@LEIGHTTOWNCOUNCILARTSGROUP