



Leigh-on-Sea Town Council

ANNUAL REPORT

2018/19 Council Year

LEIGH-ON-SEA TOWN COUNCIL

*Leigh Community Centre
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CONTACT

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TOWN CLERK

Helen Symmons



LEIGH-ON-SEA TOWN COUNCIL

About Us

Leigh-on-Sea Town Council has 16 Councillors who represent eight wards with a population of around 17,000 people. The Town Council meet as a Full Council six to nine times a year, and it is at these meetings where decisions are taken. Meetings are open to the public and there is an opportunity for public questions on the agenda.

The majority of the Council's work and activities is undertaken at Committee meetings. The Committees discuss future plans, and details of projects with recommendations being made to Full Council for decision.

Leigh-on-Sea Town Council's 2018/19 Committees were:

- Policy and Resources
- Environment and Leisure
- Community Facilities
- Planning, Licensing and Highways
- Staffing

Services

Leigh-on-Sea Town Council provides many services for its residents including managing Leigh Community Centre and two allotment sites, organising year-round events and a Community Transport Scheme. Leigh-on-Sea Town Council's services include:

- Allotments
- Artist in Residence
- Carols on Strand Wharf
- Community Art Wall
- Community Transport Scheme
- Funding of School Crossing Guards
- Funding Special Constables
- Good for Leigh Awards
- Grant Award Scheme
- Hanging Baskets
- Leigh Community Centre
- Leigh Farmers Market
- Leigh Lights
- Litter Picks
- Old Town First Aid Post
- Over 60's Social Club
- Planning Committee
- Protecting the Environment and Town Heritage
- School Holidays Activities Programme
- Skate Park
- Strand Wharf
- Supporting residents on a wide range of issues
- Town Council News Magazine
- Town Events
- Volunteer Programme
- Youth Club





CHAIRMAN'S REPORT

By Council Chairman Councillor Valerie Morgan

We are coming to the end of another busy year for your Town Council and the end of the 4 years your councillors were elected for. Elections in May will bring a new Council with some old and some new members and some fresh ideas to make our town even happier, after being declared the 'Happiest Place to Live' in 2018 which resulted in our Leigh Lights parade being on BBC's Look East.

I hope we have served you well in the past year with our many events. Your Council this year marked twenty years of providing the First Aid Post in Old Leigh, manned by St John Ambulance. We have also over the year forged a greater working partnership with the Borough.

Leigh Community Centre goes from strength to strength and now has a new roof, so no more buckets to catch the rain and soon further internal improvements. There are many clubs and classes hiring rooms on a regular basis and Lorna and Lottie's cafe is thriving and making a profit. In the school holidays we run very popular activities for school children.

The Art wall is extremely successful and certainly enhances the Community Centre, a big thank you to the Council's Art Group for all the hard work put in to establishing it as a permanent feature. We had The Leigh Art Trail as our Artist in Residence for the first part of the year and now the roofing is completed we will be appointing a new one.

Our Council Magazine, Leigh on Sea Town Council News, seems well received by residents and again thanks are due to the Editor and Marketing and Profile Officer. All our office staff do an amazing job and the council really couldn't function without them.

It has been an honour to serve the town first as a councillor and latterly as Chairman over the past five years, in that time I have learnt a lot and hope we have done our best to make Leigh a better place to live and earn the accolade of "Happiest Place to Live".

CHAIRMAN'S CHARITY



Councillor Valerie Morgan chose Southend YMCA as her nominated charity for the year. "I chose them as I wanted a local charity and one which worked with young people. They do so much in the Town including accommodation and support for young, homeless people, education, youth work, coaching, mentoring, personal support, volunteering opportunities and more. They have started a Youth Club in partnership with the Town Council for our youngsters which I hope will continue."

To raise money for the charity, Cllrs Valerie Morgan & Carole Mulrone organised a successful quiz night in February, which was very well-supported by local businesses. Further fundraising will take place with a Jazz Cafe event at the end of March and the Easter Fun Day in April. Donations have also been made at public events over the last year including Carols on Strand Wharf, meaning to date we have nearly raised £1,000 for Southend YMCA. But maybe more important than the money raised, is that the Council have been able to collaborate with the YMCA on the new Good for Leigh Youth Club and also a Skills Bank and have set up a good working relationship for the future. This will ensure the consideration and provision of Youth Facilities in the Town is always part of the Council's plans.



COUNCILLOR DETAILS BY WARD

BONCHURCH WARD	<i>Jill Healey</i>
ELMS WARD	<i>Keith Evans</i> <i>Fr. Clive Hillman</i> <i>Caroline Parker</i>
HERSCHELL WARD	<i>Gerry Glover</i> <i>Declan Mulronev</i>
HIGHLANDS WARD	<i>Mark Bromfield</i> <i>Vivien Rosier</i> <i>John Duprey</i>
LEIGH ROAD WARD	<i>Anita Ford</i> <i>Paul Gilson</i>
ST. CLEMENTS	<i>Valerie Morgan</i> <i>Carole Mulronev</i>
ST. JAMES	<i>Jill Adair</i>
THAMES	<i>Patrick Fox</i> <i>Ron Owen</i>

STAFF INFORMATION

TOWN CLERK & RESPONSIBLE FINANCIAL OFFICER	<i>Helen Symmons</i>
ASSISTANT RESPONSIBLE FINANCIAL OFFICER	<i>Emma Stratton</i>
FACILITIES MANAGER	<i>Graham Davison</i>
ASSISTANT PROPER OFFICER	<i>Abbie Cotterell</i>
EVENTS & PROJECTS OFFICER	<i>Emily Dean</i>
MARKETING & PROFILE OFFICER	<i>Francesca Smith</i>
BOOKINGS ADMINISTRATOR	<i>Hannah Mumford</i>
RECEPTIONIST	<i>Liz Evans</i>
RECEPTIONIST	<i>Linda Mitchell</i>
APPRENTICE RECEPTIONIST	<i>Sophie Partridge</i>
CARETAKER	<i>Mark Doolan</i>
CARETAKER	<i>Richard Flint</i>
CARETAKER	<i>Graham Lock</i>
CARETAKER	<i>David Skeels</i>

CONTACT

COUNCILLOR@LEIGHONSEATOWNCOUNCIL.GOV.UK	<i>Councillors</i>
COUNCIL@LEIGHONSETOWNCOUNCIL.GOV.UK	<i>Council Offices</i>
ENQUIRIES@LEIGHCOMMUNITYCENTRE.COM	<i>Community Centre</i>

COUNCILLOR ATTENDANCE

From 1st May 2018 - 5th March 2019

	Council	Planning & Licensing	Policy & Resources	Environment & Leisure	Community Facilities	Staffing
Councillor	<i>6 Meetings</i>	<i>18 Meetings</i>	<i>5 Meetings</i>	<i>5 Meetings</i>	<i>5 Meetings</i>	<i>3 Meetings</i>
Jill Adair	<i>1</i>					
Mark Bromfield	<i>2</i>		<i>2</i>			
John Duprey	<i>6</i>	<i>10</i>	<i>4</i>			<i>2</i>
Keith Evans	<i>4</i>	<i>9</i>			<i>3</i>	
Anita Forde	<i>4</i>			<i>4</i>	<i>1</i>	
Patrick Fox	<i>3</i>	<i>4</i>	<i>1</i>			<i>2</i>
Paul Gilson	<i>1</i>	<i>4</i>				
Gerry Glover	<i>4</i>	<i>9</i>			<i>3</i>	
Jill Healey	<i>5</i>	<i>15</i>	<i>4</i>	<i>3</i>		<i>3</i>
Fr. Clive Hillman	<i>3</i>	<i>1*</i>		<i>3</i>		
Valerie Morgan	<i>5</i>	<i>14</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>2</i>
Carole Mulronev	<i>3</i>		<i>4</i>	<i>3</i>	<i>5</i>	<i>2</i>
Declan Mulronev	<i>3</i>		<i>3</i>	<i>2</i>	<i>1</i>	<i>2</i>
Ron Owen	<i>5</i>		<i>4</i>		<i>3</i>	<i>3</i>
Caroline Parker	<i>5</i>	<i>11</i>		<i>4</i>		
Vivien Rosier	<i>6</i>		<i>3</i>		<i>4</i>	

Cllr Gerry Glover joined the Council on 29th May 2018

Cllr Keith Evans joined the Council on 29th May 2018

Cllr Paul Gilson joined the Council on 20th November 2018

**Councillor resigned from committee*



PLANNING & LICENSING REPORT

*By Chairman of Planning & Licensing Committee -
Councillor Jill Healey*

I was delighted to be re-elected as chairman of the Planning Highways and Licensing committee for a further year. It has been a busy time for the committee. As a committee we have the opportunity to discuss and comment on planning applications relating to properties in the Leigh Town Council area. Our comments are passed to the planning officers at Southend Borough Council and are taken into consideration when the officers make their recommendations. We meet at the community centre on the second and fourth Tuesday of each month and have considered over 450 planning applications in the last 12 months. It is interesting to note that over the last few years the number of planning applications have increased by more than 50%.

The planning applications we consider vary greatly and include single storey side and rear extensions, garage conversions, loft conversions, change of use, new builds and larger developments. In last years report I mentioned several applications that had attracted public interest. The developments at the Grand Hotel and Riley's sites are both progressing well. A planning application for the old car wash site in Broadway is yet to be agreed.

In addition to the planning issues, we have discussed and commented on several licensing applications. The Town Clerk and I have had the opportunity to make our representations on behalf of Leigh Town Council at several licensing hearings in the past year.

The members of the Planning, Highways and Licensing Committee act to represent the residents of Leigh. We continuously strive to support the community at every opportunity.. It is important that everyone is able to express an opinion and I would encourage members of the public to attend to our meetings.

ENVIRONMENT & LEISURE REPORT

*By Chairman of Environment & Leisure Committee -
Councillor Valerie Morgan*

This committee has again had a busy year. We had a successful Summer Season on Strand Wharf with two additional events this year, a short ceremony to mark Merchant Navy Day on September 3rd and a day in October celebrating our amazing Brent Geese in conjunction with the RSPB. There were as usual our Leigh Lights with a bigger and better parade for the switch on night and our traditional Carols on Strand Wharf. We funded the hanging baskets, the First Aid post in the Old Town, the school crossing patrol at Elm Road, the Farmers Market (another event that is getting bigger and better), the Community Transport Scheme and now a Social Club for our older residents.

On the Environmental front Litter Less Leigh is now a strong stand-alone group helping to keep Belton Hills and Leigh Marshes clear of litter and we are proud to promote it. I have continued to work with Veolia via their Customer Liaison Group which meets every three months and is open to members of the public with an interest in recycling to join. I also regularly volunteer with Friends of Library Gardens keeping the close connection of Leigh Town Council with Southend Borough Parks Department. In Library Gardens there is an exciting new project, the development of a Nature Garden and I hope this will draw in more volunteers to



really make this gem in the centre of our town a very special place. Our allotment sites at Manchester Drive and Marshall Close continue to flourish and give pleasure to the many allotment holders as well as providing an abundance of produce.

Most of the events and facilities mentioned here depend heavily on the sterling work of the team in the office to whom I am very grateful.

COMMUNITY FACILITIES REPORT

*By Chairman of Community Facilities Committee -
Councillor Carole Mulroney*

As its name suggests this Committee looks after the assets of the Council in so far as they relate to community facilities. This includes the community centre, skate park and Strand Wharf.

The community centre is truly a phenomenon in Leigh. We host so many different groups and events catering for all ages. But the building was tired and in need of some major works. Over the last few months we have had the building reroofed and a new lift installed. Two major items of expenditure but so important to the success of the centre. We have also restored the ornate lantern light in the foyer which is part of the original historic features of the building. More is to come with the refurbishment and movement of the toilets, changes to the reception area and the cafe and windows in room 1. All to ensure that the centre continues to provide for our residents and their varied activities. The cafe is a great success as is the art wall, and the programme of holiday activities sees us full to bursting with enthusiastic children. A huge thank you must be extended to our wonderful caretaking and bookings and event staff who play such a vital role in growing the centre.

Things are also amove at the skate park, where we have been discussing proposals for improvements for some time now with the local skateboarding fraternity. We will shortly be embarking on a resurfacing programme and changes to some of the layout to improve what is on offer for our youngsters (some of them not so young). We want to do more and funding opportunities have been sourced for this.

Strand Wharf has been a major success story and you only have to be in the Old Town on one of the sunny days we have been having to realise what a boon it is to residents and visitors alike. A pleasant, clean and welcoming area for the enjoyment of our wonderful Old Town.

POLICY & RESOURCES REPORT

*By Chairman of Policy & Resources Committee
Councillor Declan Mulroney*

2018/19 has been a busy year for all committees, and for P & R, which deals with finances, staffing and governance the same can be said. The Leigh Town Council News has gone from strength to strength and is now jam packed with useful information and supplemented by shorter reports in the Leigh Times we are making sure that the community is informed of our activities and future proposals.

We have looked seriously at how we can make good use of monies which come to us through the Community Infrastructure Levy and are supporting a number of projects which will improve our



environment and heritage.

Whilst Community Facilities has progressed the refurbishment of the community centre project P & R has ensured that the financial side of the project is capable of fulfilment and runs smoothly.

Projects from other committees have been progressed through their financial stages and we have been happy to support the community specials and arts and youth group projects.

Finally, all organisations have to be subject to rules and governance, and although perhaps the most tedious of our work we have diligently updated and kept under review all of these policies and procedures. Thanks to the input and advice of our Town Clerk who has kept us up to date on all issues which affect the running of the Council.

FINANCIAL SUMMARY

From 1st April 2018 - 31st March 2019

	2017/18	2018/19 BUDGET	2018/19*	2019/20 BUDGET
Band D precept figure per household	45.99	46.89		47.70
INCOME				
Precept	400,904	411,692	411,692	421,625
Local Council Tax Support Grant	9,800	6,860	6,860	3,910
Interest	1,090		3,000	800
Policy & Resources	1,556	2,000	1,500	1,300
Community Facilities	161,846	160,500	169,000	165,000
Environment & Leisure	23,881	21,285	23,250	24,240
Leigh Partnership Group	10,000			
CIL	5,835		19,592	
Total Receipts	614,912	602,337	634,894	616,875
EXPENDITURE				
Policy & Resources	186,005	262,309	180,000	214,408
Capital Equipment	13,012		37,500	
Community Facilities	206,838	265,070	281,317	297,545
Environment & Leisure	84,439	96,420	82,000	103,020
Planning, Highways & Licensing	14,277	11,328	9,800	12,145
Total Payments	504,571	635,127	590,617	627,118
SUMMARY				
Balance b/forward	127,260		109,139	
Add receipts	614,912		633,922	
Less payments	504,571		590,617	
Transfer (to)/from Reserves	-128,462		-32,484	
Balance c/forward	109,139		119,960	
TOTAL NET ASSETS REPRESENTED BY:				
General fund	109,139		119,960	
Earmarked Reserves	219,838		208,838	
Capital Reserves	168,408		200,000	
CIL	6,720		26,311	
Leigh Partnership Group	10,000		9,021	
Overall Balances	514,105		564,130	

**Management Accounts prior to final year end procedures*



EVENTS IN 2018/19

- May 2018* May Half-Term Peter Rabbit Themed Activities at LCC
June 2018 Community Day in Bonchurch Park
July 2018 Youth Market at LCC
Summer Season on Strand Wharf
Craft & Cuisine - Kids Zone - Music-a-Leigh - Yoga & Dance Demonstrations
August 2018 Summer Holiday Activities at LCC
October 2018 Brent Geese Event on Strand Wharf
October Half-Term Mad Science Week Activities at LCC
November 2018 Leigh Lights
December 2018 Christmas Craft Fayre at LCC
Carols on Strand Wharf
February 2019 February Under the Sea Themed Half-Term Activities at LCC

UPCOMING EVENTS IN 2019/20

- Easter 2019* Easter Half-Term Activities at LCC
May 2019 May Farm Themed Half-Term Activities at LCC
June 2019 Community Day in Bonchurch Park
July 2019 Youth Market on Strand Wharf
August 2019 Summer Holiday Activities at LCC
October 2019 October Superhero Themed Half-Term Activities at LCC
November 2019 Leigh Lights
December 2019 Carols on Strand Wharf
February 2020 February Half-Term Activities at LCC
Easter 2020 Easter Half-Term Activities at LCC





MEETING SCHEDULE 2019/20

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

Full Council 14th May 2019
16th July 2019
17th September 2019
19th November 2019
21st January 2020
17th March 2020

Finance & Governance 3rd September 2019
5th November 2019
3rd March 2020

Community 18th June 2019
20th August 2019
15th October 2019
17th December 2019
18th February 2020
21st April 2020

Annual Community Meeting Friday 24th April 2019 - subject to confirmation

Planning & Licensing 11th June 2019
25th June 2019
9th July 2019
23rd July 2019
13th August 2019
27th August 2019
10th September 2019
24th September 2019
8th October 2019
22nd October 2019
12th November 2019
26th November 2019
10th December 2019
14th January 2020
28th January 2020
11th February 2020
25th February 2020
10th March 2020
24th March 2020
14th April 2020
28th April 2020

DONALD FRASER VOLUNTEER OF THE YEAR AWARD

Hilary Le Marie



After the passing of longstanding Town Councillor, Donald Fraser last year, the Council wanted to launch an initiative in his memory to honour those that work hard for others in Leigh-on-Sea. We asked the public to nominate who they thought deserved to be 'Volunteer of the Year'. The Council then chose Hilary Le Marie as the first recipient of the award. Hilary volunteers for a variety of charitable organisations, she runs the Leigh British Legion's Poppy Appeal, is an active citizen for the Police, does Speedwatch, and also helps with the RSPB and Marie Curie. Hilary also volunteers for the Town Council and updates the Council noticeboards on a weekly basis. She is always on hand to help out at community events, as well as collecting money for charity and taking part in litter picks around the Town. She is a shining example of a good citizen, and are very grateful of the hard work she puts in to making Leigh-on-Sea a better place to live. Hilary will be presented with her award at this year's Annual Community Meeting.



'GOOD FOR LEIGH' WINNERS

Danielle Austin

Danielle launched Litterless Leigh in 2018, a community group who take time out of their weekends to go and litter pick around the Belton Hills and other areas of the Town.

Allan Webb

Allan has lived in Leigh for over 30 years and has been a volunteer for the Art Ministry based in Hadleigh for 12 years, acting as their Trustee Treasurer, Fundraiser, Events Co-ordinator and more. Allan helps to deliver art sessions to children and adults in need across South Essex, including cancer sufferers at Southend Hospital, people with additional needs in sheltered housing schemes, people with drug and alcohol addictions in hostels as well as their regular sessions at their base for adults with learning difficulties, physical disabilities, partially sighted and blind adults and adults with mental health problems. Allan has also developed strong links with the Leigh Lions and the Leigh Town Council to deliver affordable art activities for families in Leigh.

Blade Education

Blade Education is a not for profit company based in Leigh-on-Sea that works within the local community creating innovative ways to tackle social issues through education and information. They especially emphasise connection between the older and younger generations. Blade has done a great amount of work with West Leigh Schools and brought together many schools in the Ceramic Poppy Project (on the Cliffs) on and last year the displays at Southend Airport of the poppies and background history of local people who were involved in the Great War. In this they have worked very closely with the Leigh Branch of the British Legion. and have greatly raised awareness of the amount of work which can be done within the community when that community comes together.

Rockamilly

Rockamilly is a family run boutique in the heart of Leigh Broadway who demonstrated a fantastic joyful and community spirit during the Leigh Lights night.

LOSITA

A new and very welcome addition to the many community groups in Leigh concentrating on the business community and more particularly, the independent traders for which Leigh is famous. The group has made a start in bringing the business community together, liaising and working with both the Town and Borough Councils, organising awareness functions and generally being a proactive force within Leigh.





2019 ELECTIONS

As the first tier of your Local Government, Leigh-on-Sea Town Council represents everyone in the Town at the closest level to the community, and helps to provide services and facilities to meet the needs and aspirations of our residents. In May this year the current Council will be stepping down having served their four-year term. Some members may choose to stand again, but others will be retiring from Council. Subject to nominations and a call for elections within any of the eight Town Council Wards, the procedure for installing a new Council will begin. If a vacancy is contested then the election process will start with elections taking place within the appropriate ward on Thursday 2nd May 2019.

Becoming a Councillor

If you care about where you live and are passionate about your community, we need YOU! Join us and make a local change. To become a Councillor for Leigh-on-Sea Town Council does not require qualifications or experience, just time to care for your community, a willingness to respect others and a desire to make a difference. The legal requirements to become a Councillor are as follows:

- be a British subject or citizen of the Commonwealth or European Union
- be over 18 years of age
- have lived or worked in the area or within 3 miles of the Town for over 1 year
- must not be subject of a bankruptcy restriction order or interim order
- within the last five years, must not have been convicted in the UK of any offence and had a sentence of imprisonment for a period of over 3 months without the option of a fine.

If elected as a Councillor you would need to adhere to the code of conduct, register your interests and undertake training courses. On average Councillor duties can take up around 3 hours per week, this may be more or less depending on the level of involvement. The duties performed by Councillors cover three main areas:

- Local Involvement - Getting the best for your Community
- Monitoring - Ensuring the best value for money is obtained
- Decision Making - deciding how local money is spent to improve the Community

Town Councillors are an essential element of the "Big Society" and have a long tradition of promoting a sense of pride in the local community. The role is further enhanced by the national government initiative to modernise local government, making it more accountable to the community it serves.

Councillors can get involved within their communities in many ways other than meetings by taking part in events, community engagement, projects and other initiatives. Training Courses are available through the Essex Association of Local Councils and can give unexperienced parties all the tools they need to become a successful and effective Councillor.

Notice of the Councillor Nominations is now imminent. Please check our social media pages, website and Council Noticeboards for more information. If you would be interested in standing as a Leigh-on-Sea Town Councillor then please register your interest and nomination with Southend Borough Council.

WHAT DOES LEIGH-ON-SEA TOWN COUNCIL DO FOR YOU?

- ✓ Supporting residents on a wide range of issues
- ✓ Protecting the Environment and Town Heritage
- ✓ Town Events - Including Leigh Lights, Youth Market, Community Day and more
- ✓ Leigh Community Centre
- ✓ Leigh Farmers' Market
- ✓ Community Transport Scheme & Social Club
- ✓ Artist in Residence & Community Art Wall
- ✓ Funding School Crossing Guards
- ✓ School Holiday Activities & Youth Club
- ✓ Grant Award Scheme
- ✓ Allotments
- ✓ Old Town First Aid Post
- ✓ Volunteer Programme
- ✓ Regular Magazines
- ✓ Planning Committee
- ✓ Strand Wharf
- ✓ Hanging Baskets



**A VOICE
FOR LEIGH**