



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 Richard Herbert
Vice Chairman: Cllr Carole Mulroney
Town Clerk: Paul Beckerson

Notice is hereby given that a meeting of the **Environment and Leisure Committee** of the Leigh-on-Sea Town Council will take place on **Wednesday 16th December 2015**, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm**.

MEMBERS PLEASE NOTE THAT A PRESENTATION WILL BE GIVEN WITH ITEM 7 OF THE NEW ADVERTISEMENT BY SBC WHICH IS CURRENTLY BEING SHOWN IN HOLLAND AS PART OF THE TOURISM CAMPAIGN BY THE BOROUGH COUNCIL.

AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETING ON 20TH OCTOBER 2015
5. MINUTES OF COMMUNITY TRANSPORT TASK & FINISH GROUP MEETING 27TH OCTOBER 2015 (Appendix 1)
6. MINUTES OF OLD TOWN COMMUNITY GROUP MEETING 7TH DECEMBER 2015 (Appendix 2)

EVENTS

7. POTENTIAL TOURISM GROUP – **DECISION ITEM**

Following viewing of the SBC advertisement, Members are asked to consider the formation of a Tourism Group, to include external representatives, in order to feed Leigh's tourism and heritage offers into the Borough Council's programme for future advertisements.

If Members agree to the formation of such a group they are also asked to appoint members and advise on external appointees to be asked to take part.

8. EVENT OFFICER'S REPORT (Appendix 3) – **DECISION ITEM**

Members are requested to approve the date of Leigh Maritime Festival 2016

ALLOTMENTS

9. MARSHALL CLOSE ALLOTMENTS – **TO NOTE**

Ann Scobie has resigned as Allotments Society Representative at Marshall Close, agreeing to provide 3 months notice. The plot holders at Marshall Close have formed the Marshall Close Allotments Association (MCAA) and a handover is being organised with new service agreements to be signed.

10. MANCHESTER DRIVE – DOUBLE YELLOW LINES – **DECISION ITEM**

At the last Allotments PDG, concern was expressed about traffic issues in Manchester Drive and the siting of the double yellow lines near entrances.

Leigh Site – the end of the double yellow lines are directly opposite the entrance to Leigh Allotments. As such when cars are parked both sides of the road, the entrance is only available from the west and it has been noted that large vehicles e.g. buses are unable to pass between parked vehicles. LOSALGA would like the double yellow lines extended past the entrance.

Manchester Drive site – at present parking is available right up to their entrance which causes issues in exiting the site. MDAS would like double yellow lines implemented either side of the entrance access – 3 to 5 metres would be sufficient either side.

Members are asked to consider the request and if approved submit a Council request to SBC Highways.

OTHER E & L MATTERS

11. ENVIRONMENT & LEISURE BUDGET 2015/16 – As at 7th December 2015 - Appendix 4
12. PARKS & GREEN SPACES STRATEGY QUESTIONNAIRE – Appendix 5

Committee members have all received a copy of the Strategy. A reminder of the areas of consultation is within the questionnaire that needs to be **COMPLETED** by Council and returned by 17th January 2015. Members' views are required for inclusion in the response.

13. REFERRAL FROM COUNCIL MEETING 17TH NOVEMBER 2015 – **DECISION ITEM**

Minute 76

"Would the council consider paying for some polite notices (wording to follow) to be put behind "Butt Busters" and in the alley in Rectory Grove to try and stop the dumping of rubbish behind there"?

Former Cllr Geoff Crawford

Council **RESOLVED** to refer this question to the December E&L meeting for consideration and any appropriate action.



Paul Beckerson
Town Clerk
10th December 2015

Any member who is unable to attend the meeting should send their apologies before the meeting.



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QUALITY
TOWN
COUNCIL

Chairman: Cllr Richard Herbert
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MINUTES OF A MEETING OF THE COMMUNITY TRANSPORT TASK AND FINISH GROUP HELD AT 10.30 AM ON TUESDAY 27th OCTOBER 2015 AT THE LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs Donald Fraser and Jill Adair
Also in attendance Vivien Choppen (CTO), Pat Holden, Margaret Cotgrove, Jan Andrews, Pat Greig, Paul Lawrence, Brian Houssart MBE

Meeting started 10.31am

11. APOLOGIES FOR ABSENCE

None

12. DECLARATION OF MEMBERS' INTERESTS

None

13. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting on 14th July were agreed by the group and signed by the chairman.

14. MEMBERSHIP UPDATE

The membership of the Community Transport Scheme is currently 151 members.

15. REPORT ON TRIPS TAKEN SINCE LAST MEETING

- a. 13th August – Barge Cruise on the Chelmer from Paper Mill Lock, including lunch. Although a very wet day which limited views there was great camaraderie between members on the barge and the refreshments provided were excellent. 31 members attended and 3 minibuses used.
- b. 25th September – The visit to Maldon to see the Maldon Embroidery in St Peter's Church, and to visit the Maldon Museum in Promenade Park was a great success. The weather was good and staff at both places provided informative explanations and excellent assistance to members with limited mobility. 22 members attended and 2 minibuses used.
- c. 9th October – Social Afternoon at the Community Centre. This included a talk on the Women in the First World War by Cllr Carole Mulroney, afternoon tea, a picture quiz and music by Amie. 24 members 6 helpers attended. This event provided an opportunity for members to mix and chat and was generally successful, although the music choice was not was not ideal for the war theme.

16. MEMBERS RESPONSE TO REQUEST FOR MOBILE NUMBERS AND EMAIL ADDRESSES

Out of the 151 members, 15 have provided mobile numbers and 13 have provided email addresses. We will continue to collect mobile numbers as these will be useful for helpers

to have when on trips, although members said they did not always turn them on! Insufficient members provided email addresses to merit a change in the postage method of providing our letters and booking forms.

17. PROGRESS ON ARRANGEMENTS FOR FUTURE EVENTS

- a. Christmas Lunch at the Sarah Moore Public House has been booked for Tuesday 8th and Wednesday 9th December. A maximum of 24 covers at each sitting are reserved.
- b. 24 tickets for the Xmas Mencap concert have been obtained for Friday 11th December.

18. FUTURE PROGRAMME OF EVENTS

The Community Transport Officer was asked to organise:

- a. A Christmas shopping trip to Alton Garden Centre on Thursday 26th November.

Pat Holden and Cllr Jill Adair undertook:

- b. To find out the IT links to the Silver Screen programme of Southend's Odeon cinema, to find out the film choices in January 2016 and to work out the best way of securing tickets for our members, without incurring unnecessary costs.

Cllr Jill Adair undertook:

- c. To design a flyer to market the Community Transport Scheme and help increase membership.

Other matters raised for the benefit of trips were:

- d. To ask members to bring own bags on shopping trip.
- e. To provide High Viz jackets to helpers and drivers, now that the dark nights have drawn in.
- f. Where trips give members freedom to go off on their own, to provide them with a card, showing the Leigh-on-sea Town Council logo and recording the names and telephone numbers of the driver and helper, the name of the minibus and if possible where it is parked.

Meeting ended 11.20am

Vivien Choppen
Community Transport Officer
30th October 2015

Next meeting Tuesday 12th January 2015 at 10.30 am



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OLD TOWN COMMUNITY GROUP Meeting 7th December 2015

Present: Cllr Carole Mulroney (Chairman), Nick James (Vice-Chairman), Joy Watson (St John Ambulance – from 7.10 p.m.), Commodore Matthew Tohill (Leigh Sailing Club), Andrew Rattley (Kershaw Foods), Roy West (West's), Colin Sedgewick (Mikes Boatyard)

In attendance: Helen Symmons (Events Officer and Assistant Town Clerk), Giles Tofield (Cultural Engine)

The meeting opened at 7.00pm

1. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all to the meeting.

2. APOLOGIES FOR ABSENCE

Cllrs: Donald Fraser, Valerie Morgan and Helen Robertson, Ian Johnson (3rd Chalkwell Scouts), Margaret Buckey (Leigh Society), Lynn Jones (SBC Foreshores).

Nick James withdrew his apologies as he had been able to attend

3. DECLARATION OF MEMBERS' INTERESTS

Cllr Mulroney declared a non-pecuniary interest in Agenda items 7 & 8 as a SBC Councillor as both assets are owned by SBC.

4. TO APPROVE MINUTES OF THE MEETING 14TH SEPTEMBER 2015

The minutes of 14th September 2015 were **AGREED subject to the amendment** as a correct record and signed by the Chairman.

The Chairman brought Agenda item 16 forward at this point.

5. SHORT PRESENTATION BY GILES TOFIELD FROM THE CULTURAL ENGINE ON THE LEIGH COASTAL COMMUNITIES PROJECT

The presentation highlighted that the project is specific for Leigh and ideas are to come from sectors of the community. It is funding orientated looking at projects that can be delivered within the next 5 years. Some fishing and port issues need more debate for project ideas to be pulled together. There are existing surveys on the Leigh Town Council website which all are encouraged to complete but Giles will create specific questions for those involved in the fishing industries to respond to. He will liaise direct with Colin Sedgewick, Andrew Rattley and Mason West.

Giles Tofield left the meeting following his presentation.

6. PROPOSED CHANGES TO LEIGH MARSHES HWRC

Concerns were expressed that the traffic queue into the site will still be prevalent. This will be monitored and any problems are to be reported to LTC.

7. CAROLS ON STRAND WHARF

Helen Symmons gave an update on the event. Fishermen's Chapel are repeating their lantern making sessions prior to the event.

8. CINDER PATH SHELTER

Work is nearing completion with the decorators now in situ.

9. STRAND WHARF

Work is due to start Monday 14th December. All residents and businesses in the Old Town have been advised and further notices will be placed on cars that park on the wharf as it will be prohibited.

10. BELL WHARF IMPROVEMENTS

This was spoken about in the previous presentation. The improvements were withdrawn as resurfacing issues arose. The size of Bell Wharf is crucial to the cockle industry. Cllr Mulroney will highlight this to Scott Dolling at SBC.

11. BELL HOTEL

The town was clearly saddened by the loss of this building, which was not listed. It is unknown what will happen but the access to the footpath is an urgent matter in view of a safe crossing site. It was noted that heras fencing is closing off access to the adjacent car park each evening. As owned by SBC, Cllr Mulroney will check on the situation.

12. COCKLE ROW DOUBLE YELLOW LINES

Cllr Mulroney will follow this up as the lines are yet to be re-painted.

The feedback received regarding the highway issues in the area highlighted that further discussion and research is required to find the best solution. It is important the alleyways are kept clear and that there is traffic enforcement for non-industrial vehicles. Speed bumps were not considered appropriate by businesses present.

13. CRIME AND DISORDER

The recent announcement from the Government did not relate to cuts already proposed although no final decision has been made on the number of PCSOs.

14. RECENT PLANNING APPLICATIONS

SBC response to application SOS/15/001122/FUL was to be checked as it was felt it had been reported inaccurately.¹

15. LICENSING ISSUES

Concern was raised about the band events held at the Crooked Billet which sometimes obstruct the road. Marshals were present at the last event and atmosphere was good but it was felt a little more thought might be needed to prevent problems. It was recognised that tourist and industry businesses have to work together and compromise.

16. ENVIRONMENTAL ISSUES

None reported

¹ Following the meeting it was confirmed that the application was refused on the grounds of siting and design harming the conservation area

17. A.O.B.

- a) Colin Sedgewick advised that Theobalds Wharf will see increased activity. Lease quiet hours are 23.00 – 07.00 but he is conscious of the noise aspect and will self impose 20.00 – 08.00 as silent hours.
- b) Provisional 2016 event dates are:
Sunday 21st August – Leigh Maritime Festival
Sunday 18th September – Leigh Regatta
Further dates will be advised as they become available.
- c) Joy Watson advised that the new tenants (marine surveyors) adjoining the First Aid post are moving in and undertaking some renovation work. She has introduced herself and will liaise with them regarding access if any locks are changed.

17. DATE OF NEXT MEETING

This will be Monday 7th March 2016 at 7.00 p.m. Leigh Community Centre. Any new residents, businesses and associations connected with Leigh Old Town who would like to send a representative should notify helen.symmons@leighonseatowncouncil.gov.uk

The meeting closed at 8.45pm

Event Officer's Report

Leigh Lights

Over for another year!

An analysis of I&E for Leigh Lights since 2012 is part of this report and I will speak further at the meeting. Additionally Cllr Robertson has kindly analysed the trader donation figure for this year, which also follows this report. It should be noted that Scott & Stapleton have generously sponsored the promotion of the event in 2014 & 2015. Additionally, CS Parking Ltd have kindly donated their car parking space behind the Grand for a number of years and this year Haart Estate Agents sponsored the first prize for the parade and www.leigh-on-sea.com the prize for the best festive window competition.

EVENT

Feedback has been tremendous, although 3 written complaints received. There was an issue on the night with the Bell Road diversions not working in synchronisation with ours which caused congestion with the rolling road closure in Leigh Road from 18.15 until c. 19.00 when the parade had passed through. Additionally drivers were being diverted up Grand Drive where obviously Broadway had a road closure implemented from 5 p.m. until 8.45 p.m. when our road closure was lifted. I had been assured by SBC that they would adjust their diversions to account for ours. Clearly this did not happen and a lesson has been learnt not to assume the efficiency of others.

The Fire Service have raised concerns regarding what would have happened IF there had been a need for their vehicles to get to a fire and are calling for a review of 2016 Traffic Management plan. I will be called to SBC SAG meeting in the new year. I will be holding an internal debrief with my SAG team prior to this.

Looking ahead initially to 2016, I believe the following issues may arise should the event continue in the same format:

- Restrictions/amendments requested by SBC SAG team regarding traffic management plans – this could have an impact on event structure as well as financial implications.
- Policing constraints – with more and more H&S and risk awareness, the levelling of policing has grown over the years and is necessary for the volume of visitors. This year we had 25 officers/PCSOs in attendance. Next year this is likely to not be possible and therefore this will have both a financial impact as well as impacting the structure and logistics of the event.

LIGHT STRUCTURE

I am concerned that since the inception of the motif lights, no ear-marked reserves have been set aside annually to cover the eventual replacement of the light structure.

Repairs have been undertaken but our contractors now advise that this is going to be problematic from now on as all the parts from the unused motifs have been stripped.

Additionally the lights in St Clements tree had to be removed as the tree needs attention. This has yet to be undertaken but if to replace, new lights will need to be purchased.

The new lights along the stretch of Highlands Road have been installed and have been lit nightly since 29th November.

I have asked our existing light contractors for a full report of the structural position with recommendations and costings for implementing any new lighting scheme they believe is necessary. It has been suggested that a rolling programme of introducing new lights could be implemented amongst the existing working ones (which will then allow a further period of repair to existing motifs). Once further information is received, I will report further.

Regarding the event side of the Leigh Lights, It is my recommendation that now is the time to consider an alternative style of event, redistributing where possible the bulk of the expenses occurred into event features. An Events PDG meeting is set for January 21st and I would like to submit a proposal to this effect at this time.

Carols on Strand Wharf

A verbal report will be provided at the meeting.

‘Snow White’s Got Talent’

Tickets for Saturday and Sunday matinees are sold out. The nominated charity is Safer Places, a women’s refuge.

Easter Event – Saturday 19th March

Planning for this event is beginning to take place.

Maritime Festival

It is **recommended** that this is held on **Sunday 21st August 2016**. This is the best tide for the event and Lower Thames Rowing Club are wishing to hold their annual pier race again as part of the Festival. The Leigh Regatta will be Sunday 18th September.

Other Events

Further discussion will take place at the Events PDG.

LEIGH LIGHTS ANALYSIS				
	2015	2012	2013	2014
INCOME				
Stallholders Income	£310.00	£796.00	£828.00	£0.00
Fair Income	£400.00	£350.00	£350.00	£350.00
Traders Donations	£1,670.00	£2,401.00	£2,295.00	£2,000.00
	£2,380.00	£3,547.00	£3,473.00	£2,350.00
EXPENDITURE				
LIGHTS STRUCTURE				
Column Testing*	£1,450.00	£750.00	£3,920.00	0
Installation & Storage*	£8,800.00	£7,752.00	£8,400.00	£8,400.00
Columns Installation & Storage	£1,664.00	£1,776.00	£1,423.00	£1,512.00
Electricity	£350.00	£0.00	£271.00	£265.00
Repairs*	£1,246.00	£745.00	£2,925.00	£0.00
Capital renewals*	£3,601.00	£5,530.00	£3,000.00	£4,658.00
	£17,111.00	£16,553.00	£19,939.00	£14,835.00
EVENT				
Security*	£3,646.00	£2,332.00	£2,532.00	£2,967.00
External Assistance	£805.00	£105.00	£648.00	£727.00
Traffic Management*	£5,621.00	£2,544.00	£3,129.00	£5,614.00
First Aid	£152.00	£180.00	£180.00	£132.00
Waste Management	£352.00	£310.00	£572.00	£372.00
	£10,576.00	£5,471.00	£7,061.00	£9,812.00
TOTAL EXPENDITURE	£27,687.00	£22,024.00	£27,000.00	£24,647.00
NET COST	£25,307.00	£18,477.00	£23,527.00	£22,297.00
2015 Notes*				
Column testing every 3 years therefore due in 2016 - no sum set aside 2013 & 2014				
Lights - 3 year installation & storage contract up for renewal 2016				
Repairs - 7 motifs repaired, 3 timers & rope lighting for cross street display				
Capital renewals - London Road extension plus LRBC tree				
Earmarked reserves - proposed £1450 for 2015/16				

	No of Shops / Businesses	Donations Received	No of Donations Received	Average Donation (of those who donated)	Average Donation (for all businesses)
Broadway South	69	£ 240.00	6	£ 40.00	£ 3.48
Broadway North	63	£ 380.00	5	£ 76.00	£ 6.03
Broadway West	38	£ 410.00	7	£ 58.57	£ 10.79
Elm Road	58	£ 250.00	5	£ 50.00	£ 4.31
Rectory Grove	68	£ 75.00	2	£ 37.50	£ 1.10
Leigh Road South	39	£ 70.00	2	£ 35.00	£ 1.79
Leigh Road North	53	£ 245.00	6	£ 40.83	£ 4.62
Totals	388	£ 1,670.00	33	£ 50.61	£ 4.30
Broadway (N&S)	132	£ 620.00	11	£ 56.36	£ 4.70
Leigh Road	92	£ 315.00	8	£ 39.38	£ 3.42

ENVIRONMENT AND LEISURE DETAILED BUDGET					2015/16						
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Earmarked Reserves	Budget 2015/16	Expenditure	Balance	% Spent	
Community Transport	£ 3,800.00	£ 2,412.50	£ 1,387.50	63.49%	Community Transport		£ 8,263.00	£ 4,054.40	£ 4,208.60	49.07%	
Farmers' Market	£ 2,040.00	£ 1,178.00	£ 862.00	57.75%	Farmers' Market		£ 1,650.00	£ 601.57	£ 1,048.43	36.46%	
Leigh Lights	£ 3,050.00	£ 3,134.15	-£ 84.15	102.76%	Strand Wharf*		£ 2,150.00	£ -	£ 2,150.00	0.00%	
Allotments	£ 12,875.00	£ 11,066.44	£ 1,808.56		Strand Wharf (Capital)*	£ 67,183.07	£ -	£ 5,763.77	£ 61,419.30	8.58%	
General Events		£ 405.00	-£ 405.00		Leigh Lights		£ 29,060.00	£ 15,617.20	£ 13,442.80	53.74%	
					Paddling Pool*	£ 1,768.00	£ -	£ 138.30	£ 1,629.70	7.82%	
					Allotments	£ 1,658.02	£ 18,789.00	£ 7,771.40	£ 12,675.62	38.01%	
					General Services*		£ 11,500.00	£ 1,983.33	£ 9,516.67	17.25%	
					General Events*		£ 7,100.00	£ 4,226.44	£ 2,873.56	59.53%	
					Staffing Costs		£ 8,719.78	£ 8,209.98	£ 509.80	94.15%	
TOTAL INCOME	£ 21,765.00	£ 18,196.09	£ 3,568.91	83.60%	TOTAL EXPENDITURE	£ 70,609.09	£ 87,231.78	£ 48,366.39	£ 109,474.48	30.64%	
General Services					General Events						
Flower Baskets	£ 6,000.00	£ -	£ 6,000.00	0.00%	Maritime Festival		£ 3,700.00	£ 2,770.67	£ 929.33	74.88%	
First Aid Provision	£ 1,000.00	£ 483.33	£ 516.67	48.33%	May Day		£ 600.00	£ -	£ 600.00	0.00%	
Grants to Outside Organisations	£ 2,000.00	£ 1,500.00	£ 500.00	75.00%	Carols on Strand Wharf		£ 200.00	£ 389.87	-£ 189.87	194.94%	
Good for Leigh	£ 500.00		£ 500.00	0.00%	Easter Event		£ 1,000.00	£ 132.20	£ 867.80	13.22%	
Community Initiatives	£ 2,000.00	£ -	£ 2,000.00	0.00%	Other Events		£ 500.00	£ -	£ 500.00	0.00%	
					Events Equipment		£ 500.00	£ 638.70	-£ 138.70	127.74%	
					LCC Room Hire		£ 600.00	£ 295.00	£ 305.00	49.17%	
	£ 11,500.00	£ 1,983.33	£ 9,516.67	17.25%			£ -	£ 7,100.00	£ 4,226.44	£ 2,873.56	59.53%

ALLOTMENTS DETAILED BUDGET					2015/16					
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Earmarked Reserves	Budget 2015/16	Expenditure	Balance	% Spent
Manchester Drive Rent	£ 7,412.00	£ 5,720.94	£ 1,691.06	77.18%	Maintenance Costs		£ 2,060.00	£ 12.44	£ 2,047.56	0.60%
Leigh Site Rent	£ 3,222.00	£ 2,611.00	£ 611.00	81.04%	Protective Clothing			£ -	£ -	
Marshall Close Rent	£ 431.00	£ 381.50	£ 49.50	88.52%	Waste Clearance			£ -	£ -	
					ASA Leigh Site		£ 1,600.00	£ 1,200.00	£ 400.00	75.00%
Manchester Drive Water	£ 1,244.74	£ 1,070.00	£ 174.74	85.96%	ASA Manchester Drive		£ 3,000.00	£ 2,250.00	£ 750.00	75.00%
Leigh Water	£ 503.54	£ 411.00	£ 92.54	81.62%	ASA Marshall Close		£ 500.00	£ 375.00	£ 125.00	75.00%
Marshall Close Water	£ 61.72	£ 62.00	-£ 0.28	100.45%	Capital Expenditure	£ 1,658.02	£ 2,500.00	£ -	£ 4,158.02	0.00%
					Affiliations			£ 55.00	-£ 55.00	
Keys		£ 115.00	-£ 115.00		Water Rates		£ 2,700.00	£ 558.36	£ 2,141.64	20.68%
Tenancy Deposits		£ 695.00	-£ 695.00		Keys & Refunds			£ 121.50	-£ 121.50	
Other Income		£ -	£ -		Tenancy Deposits			£ 300.00	-£ 300.00	
					MDAS Commission		£ 926.00		£ 926.00	0.00%
					Staff Costs		£ 5,503.00	£ 2,899.10	£ 2,603.90	52.68%
TOTAL INCOME	£ 12,875.00	£ 11,066.44	£ 1,808.56	85.95%	TOTAL EXPENDITURE	£ 1,658.02	£ 18,789.00	£ 7,771.40	£ 12,675.62	38.01%
Tenancy Deposits B/F	£ 2,599.50				Expenditure Excluding Staffing		£ 13,286.00	£ 4,872.30		
Received	£ 695.00									
Refunded	£ 300.00									
Tenancy Deposits C/F	£ 2,994.50									

COMMUNITY TRANSPORT DETAILED BUDGET					2015/16				
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Budget 2015/16	Expenditure	Balance	% Spent
Ticket Sales	£ 3,800.00	£ 2,412.50	£ 1,387.50	63.49%	Ticket Purchases	£ 1,500.00	£ 844.00	£ 656.00	56.27%
					Minibus Hire & Fuel	£ 1,500.00	£ 580.90	£ 919.10	38.73%
					DBS Checks	£ 200.00	£ -	£ 200.00	0.00%
					Refreshments	£ 200.00	£ 292.50	-£ 92.50	146.25%
					CTA Membership	£ 270.00	£ -	£ 270.00	0.00%
					MIDAS Training	£ 200.00	£ -	£ 200.00	0.00%
					Miscellaneous	£ 130.00	£ 41.98	£ 88.02	32.29%
					Driver Licence Verification	£ 60.00	£ 72.00	-£ 12.00	120.00%
					Staffing Costs	£ 4,203.00	£ 2,223.02	£ 1,979.98	52.89%
TOTAL INCOME	£ 3,800.00	£ 2,412.50	£ 1,387.50	63.49%	TOTAL EXPENDITURE	£ 8,263.00	£ 4,054.40	£ 4,208.60	49.07%
					Expenditure less Staffing	£ 4,060.00	£ 1,831.38		
FARMERS' MARKET DETAILED BUDGET					2015/16				
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Budget 2015/16	Expenditure	Balance	% Spent
Stall Hire	£ 2,040.00	£ 1,178.00	£ 862.00	57.75%	Hall Hire	£ 1,000.00	£ 576.00	£ 424.00	57.60%
					Leaflets	£ 450.00	£ -	£ 450.00	0.00%
					Banners	£ 200.00	£ -	£ 200.00	0.00%
					Miscellaneous		£ 25.57	-£ 25.57	
TOTAL INCOME	£ 2,040.00	£ 1,178.00	£ 862.00	57.75%	TOTAL EXPENDITURE	£ 1,650.00	£ 601.57	£ 1,048.43	36.46%

LEIGH LIGHTS DETAILED BUDGET					2015/16				
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Budget 2015/16	Expenditure	Balance	% Spent
Traders Contribution	£ 2,000.00	£ 1,630.00	£ 370.00	81.50%	Column Testing 1/3	£ 1,450.00	£ -	£ 1,450.00	0.00%
Donations	£ 700.00	£ 794.15	-£ 94.15	113.45%	Installation Removal & Storage	£ 9,500.00	£ 6,700.00	£ 2,800.00	70.53%
Stall Fees	£ 350.00	£ 710.00	-£ 360.00	202.86%	Electricity	£ 300.00	£ -	£ 300.00	0.00%
					Repairs & Renewals	£ 1,100.00	£ -	£ 1,100.00	0.00%
					Security	£ 3,200.00	£ 3,646.25	-£ 446.25	113.95%
					External Assistance	£ 1,000.00	£ 475.00	£ 525.00	47.50%
					Road Closures & Licences	£ 4,500.00	£ 249.00	£ 4,251.00	5.53%
					First Aid	£ 180.00	£ 151.80	£ 28.20	84.33%
					Capital Renewals	£ 5,530.00	£ 3,601.00	£ 1,929.00	65.12%
					Support Columns - Erect & Remove	£ 1,600.00	£ -	£ 1,600.00	0.00%
					Donations	£ 700.00	£ 794.15	-£ 94.15	113.45%
					Miscellaneous		£ -		
TOTAL INCOME	£ 3,050.00	£ 3,134.15	-£ 84.15	102.76%	TOTAL EXPENDITURE	£ 29,060.00	£ 15,617.20	£ 13,442.80	53.74%

Southend-on-Sea Borough Council
Parks & Green Spaces Strategy 2015 - 2020
Consultation on key Strategic Priorities

Southend-on-Sea Borough Council is seeking the views of its key partners and stakeholders throughout the period 26th October 2015 until 17th January 2016 on its draft Parks & Green Spaces Strategy.

Good quality green spaces are important to the quality of life enjoyed by the residents of Southend.

The benefits of parks and open spaces are many and varied; improving physical and mental health; helping to mitigate the more dramatic effects of our climate such as flooding; promoting and sustaining wildlife; providing a focus for the community and a venue for social, sporting and recreational activities.

Southend is a dense urban area and as a result has limited green or open space which is under increasing pressure as the need for development grows. These pressures along with a growing population mean existing facilities are less able to satisfy the increasing demands placed upon them. There is a need to safeguard current spaces and to incorporate new spaces and facilities in future development schemes.

Taking us to 2020, this draft strategy sets out the vision for parks and green spaces in the borough and supports the Council's Cultural Strategy, "Culture - on-Sea", which identifies that by working in partnership we can deliver a Southend that is attractive, active and alive with sport and culture.

The strategy aims to provide an overarching framework for parks and green spaces provision and identifies 5 key priority areas to achieve our main aims:

- To provide and maintain good quality parks and open spaces
- To connect these spaces with a well maintained, attractive street scene
- To provide recreation and sports facilities to encourage active, healthy lifestyles
- To protect and promote our natural green heritage and biodiversity preserving it for future generations
- To encourage community involvement in the development and management of green spaces.

Prior to this draft strategy being finalised and adopted by the Council, we are seeking your views on whether or not you agree that the priority areas identified above are the correct ones which will help to secure and develop the future of our Parks and Green Spaces within the Borough to 2020 and beyond.

Please take a few moments to complete this feedback form and return it to us before the 17th January 2016. You can also complete a form on-line via:
www.southend.gov.uk/greenspaceconsultation

If you prefer to send back a hard copy of this document, please return it to:

Sharon Wheeler, Strategy & Development Manager, Southend-on-Sea
Borough Council, Civic Centre, Victoria Avenue, Southend-on-Sea, Essex
SS2 6ER. sharonwheeler@southend.gov.uk /01702 212038

After the end of the consultation period we will review all the responses received and make any relevant changes to the draft strategy prior to final agreement by the Council.

Areas for Consultation

Please consider the priority areas below which have been identified within the draft strategy and provide us with your views and opinions.

Priority Area 1: To provide and maintain good quality parks and open spaces

- Ensure that all green spaces are healthy, safe and secure
- Ensure that green spaces are clean and well maintained
- Ensure that parks and open spaces are attractive with varied horticultural interest
- Promote the use of parks and open spaces for public events and entertainments
- Maximise external funding through grants and development contributions
- Deliver an excellent service while achieving value for money

Priority Area 2: To connect these spaces with a well maintained, attractive street scene

- Maintain and improve the quality of green spaces with principle parks achieving Green Flag standards
- Achieve quality standards for the street scene and public realm
- Improve accessibility to all parks and green spaces



Priority Area 3: To provide recreation and sports facilities to encourage active, healthy lifestyles

- Maximise and promote the health benefits of green space
- Maximise the educational benefits of green space
- Review the provision of sports pitches across the town
- Provide and maintain a safe and stimulating network of play spaces
- Identify and develop new play and recreation facilities to reflect changing behaviours

Priority Area 4: To protect and promote our natural green heritage and biodiversity preserving it for future generations

- Emphasise and celebrate local heritage
- Employ sustainable working practises and materials
- Working in partnership with relevant organisations and agencies

Priority Area 5: To encourage community involvement in the development and management of green spaces.

- Encourage more community involvement and volunteering
- Develop Community Activator roles to look after and support volunteers both in green space and street scene maintenance
- Promote and extend self-management of allotment sites by societies
- Promote social inclusion through good design, maintenance and community involvement

Given the above, we would welcome your feedback on the following areas;

Q1. Please indicate how far you agree / disagree with the areas identified within the draft Parks & Green Spaces Strategy as being the key priority areas within the Borough over the next five years?

	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
To provide and maintain good quality parks and open spaces					
To connect these spaces with a well maintained, attractive street scene					
To provide recreation and sports facilities to encourage active, healthy lifestyles					
To protect and promote our natural green heritage and biodiversity preserving it for future generations					
To encourage community involvement in the development and management of green spaces					
Additional comments:					

Q2. Are there any areas which you consider a priority for Southend-on-Sea which you feel should be included within the draft strategy? (Please provide details where appropriate.)

One of the key priority areas identified is encouraging greater community involvement in the development and management of green spaces.

Q3. Would you be prepared to volunteer some of your time on specific community projects or initiatives within any of the borough's parks of green spaces? (By answering 'Yes' to this question you are not committing yourself to anything)

Yes

No

Maybe

Q4. If you answered 'Yes' or 'Maybe' to Q3 please indicate which geographical location in the borough you might be prepared to volunteer at:

Please provide your contact details (optional):

Q5. Are there any other comments / observations you would like to make on the draft strategy?

Responding on behalf of an organisation / group: If you are responding on behalf of an organisation or a group you do not have to complete the next section - please tell us which organisation / group your response is from:

Promoting Equality: Southend-on-Sea Borough Council has a duty to assess the impact of its work on the local population with a focus on certain groups that include: race, age, disability and gender. The Council is aware that these groups and others may experience more difficulties in accessing local services.

Privacy and confidentiality: Some questions may feel personal; the information we collect will be kept strictly confidential in accordance with the Data Protection Act. Personal information will only be used for the purposes described above and will not be passed on to third party organisations. Any information you provide will be held securely and destroyed in accordance with the Data Protection Act 1998 and Southend-on-Sea Borough document Retention and Disposal guidance.

About you: This section is optional but getting this information will enable us to get a picture of who has been involved in this conversation and help us make sure that all of our users are fully represented.

Please answer the questions below by ticking the boxes that you feel most describes you. If you do not want to answer a specific question, please leave it blank.

Are You?

Male Female Prefer not to say

What is your age?

0 – 15 16 – 24 25 – 44
 45 – 64 65 & over

What is your ethnic group?

Asian / Asian British:

- Bangladeshi
- Indian
- Pakistani
- Any other Asian background

Black or Black British:

- African
- Caribbean
- Any other black background

Mixed:

- White & Asian
- White & black African
- White & Black Caribbean
- Any other Black background

White:

- British
- Irish
- Any other white background

Other Ethnic Group:

- Chinese
- Gypsy / traveller
- Any other ethnic Group
- Prefer not to say

Do you consider yourself to be disabled?

- No
- Yes, affecting mobility
- Yes, affecting hearing
- Yes, affecting vision
- Yes, a learning disability
- Yes, mental ill-health
- Yes, another form of disability, please specify _____

What is your religion?

- Buddhist
- Christian (all denominations)

- Hindu
- Jewish
- Muslim
- Sikh
- No religion
- Prefer not to say
- Other – please state _____

What is your sexual orientation?

- Heterosexual / Straight
- Lesbian or Gay woman
- Gay man
- Bisexual
- Prefer not to say

**Thank you for giving us your feedback.
Please return by 17th January 2016**