



# Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288  
[council@leighonseatowncouncil.gov.uk](mailto:council@leighonseatowncouncil.gov.uk) [www.leighonseatowncouncil.gov.uk](http://www.leighonseatowncouncil.gov.uk)



Chairman: Cllr Jill Healey  
Vice Chairman: Cllr Vivien Rosier  
Town Clerk: Helen Symmons *PSLCC*

Members are hereby summoned to a full council meeting of the Leigh-on-Sea Town Council on  
**Tuesday 16<sup>th</sup> July 2019** at Leigh Community Centre,  
71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm**  
when the following business will take place

Tea and coffee will be available from 7.15 pm. with prayers from Fr. Clive Hillman prior to the opening of the meeting. Fr. Clive is the Council's Chaplain for Cllr Healey's year as Chairman.

## AGENDA

1. THE CHAIRMAN'S OPENING REMARKS INCLUDING HOUSEKEEPING ANNOUNCEMENTS
2. APOLOGIES FOR ABSENCE
3. DECLARATION OF MEMBERS' INTERESTS
4. APPROVAL OF THE MINUTES OF THE MEETING 10<sup>TH</sup> JUNE 2019
5. PUBLIC REPRESENTATIONS

A resident has asked Council to consider the feasibility of a public access defibrillator for Old Leigh. There is presently a public access defibrillator in Leigh Community Centre and another along Leigh Road.

Jill Adair wishes to thank Council for co-opting her on to the Arts Group and giving her the chance to help Leigh in this way.

Surfers Against Sewage – A local resident, as a potential Community Leader for the organisation would like to present an initiative to the Council relating to plastic free communities.

### 6. SOUTHEND BOROUGH COUNCIL

This is an agenda item inviting Southend Borough Councillors representing Leigh Town Council areas to report matters and issues relevant to the Town Council's area either in person or by correspondence to Leigh Town Council.

7. QUESTIONS FROM COUNCILLORS (for which written notice has been received)
8. TOWN CLERK'S REPORT ([Appendix 1](#)) page 7
9. COUNCILLOR VACANCY HIGHLANDS WARD

Notice of Casual Vacancy was posted in accordance with regulations. The statutory period for calling an election has now expired and it is **RECOMMENDED** that Council fill the vacancy through co-option at the next full Council meeting, following appropriate advertising.

<b>COMMITTEES</b>
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10. COMMITTEES

To receive the Minutes of Committees for 2019/20:

- a) Planning, Licensing & Highways Committee – To receive minutes of [21<sup>st</sup> May](#), [11<sup>th</sup> June](#) and [2<sup>nd</sup> July 2019](#)

**RECOMMENDATIONS TO COUNCIL –**

**Minute 31 – Cycling Issue** ([Appendix 2](#)) page 12

**RECOMMENDED** that a community meeting to discuss speeding, cycling and parking issues in the Town could be beneficial. The format of such a meeting was discussed and Appendix 2 provides further details with regard to the preferred format.

- b) Community & Culture Committee – To receive minutes of [18<sup>th</sup> June 2019](#)

**RECOMMENDATION TO COUNCIL –**

**Minute 22 - Youth Group Report**

**RECOMMENDED** that the Thursday evening hall provision be extended in order to work in partnership with Southend YMCA to provide an additional youth provision for 12-16 year olds.

**RECOMMENDED** that £2,500 be vired from Volunteer EMR to Youth Club budget.

<b>DECISION ITEM</b>
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11. PLASTIC POLLUTION ([Appendix 3](#)) page 13

Report and motion by Cllr C Mulroney, seconded Cllr Rosier. If resolved by Council then the representative would report to Community & Culture Committee under the Terms of Reference.

12. TO NOTE INTERNAL ACCOUNT TRANSFERS AND APPROVE EXPENDITURE ([Appendix 4](#)) page

Council are asked to **NOTE** the account transfers and **RESOLVE the expenditure**.

13. CIL

The CIL receipt for 2018/19 has been received totalling £11,079.98. It is **RECOMMENDED** that an F&G PDG meeting be organised to consider whether there are any suitable projects that meet the CIL criteria that could be recommended to Council for consideration.

Committed Projects update:

- *Belvedere Viewing Platform - £15,000*  
An initial survey of the site has been undertaken by a Borough engineer. They believe that it will be possible to create access. The next stage is for a design concept to be put together.
- *Belton Hills Information Boards - £6,000*  
An update is awaited from the Borough.

14. STRATEGIC PLAN – ACTION PLAN ([Appendix 5](#)) page 20

The Action Plan will assist with budgeting and effective monitoring of the strategic actions under the Strategic Plan. It is therefore **RECOMMENDED** that the Action Plan be adopted as a monitoring tool for the Strategic Plan.

## 15. ACCEPTANCE OF SPATIAL PLAN

The Final Report has been submitted by Allies Morrison. This has been sent to Councillors prior to the meeting as it is too large an attachment for the Agenda. A hard copy will be provided at the meeting with the **RECOMMENDATION** that the Plan is accepted by Leigh Town Council. The purpose of the Plan was to provide the Council with a coherent evidence base to inform project development with partners and to influence the preparation of the Borough Council's new Local Plan. It is therefore further **RECOMMENDED** that a copy be sent to Southend Borough Council and the Leigh Port Partnership. Additionally, it is **RECOMMENDED** that a PDG meeting be held to discuss delivering the Spatial Plan.

<b>FOR NOTING / CONSIDERATION</b>
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## 16. RESPONSE FROM SOUTHEND BOROUGH COUNCIL REGARDING MINUTE 49/Council 18<sup>th</sup> July 2017 ([Appendix 6](#)) page 25

A response has now been received to the Council request 8<sup>th</sup> August 2017 which the Town Clerk has sent thanks and advised it will be presented to Council. Council had been informed over a year ago that the Town Clerk had met Kevin Waters for a discussion on the background to Section 106 allocations regarding education and affordable housing provision. It is suggested that the Chairman of Planning, Highways and Licensing Committee along with the Town Clerk be the LTC representatives at the six monthly catch up sessions. Council may note that it is now confirmed in writing that the Council's representations are taken in to account.

## 17. FREEDOM OF INFORMATION REQUESTS

A request was received regarding the reformed Allotment Association on the Leigh side at Manchester Drive and responded to as follows:

Thank you for the Freedom of Information request. Some parts of your request cannot be responded to as LOSALGA is a separate entity from Leigh Town Council. However I can provide the following information:

At a meeting hosted by Leigh Town Council on 14<sup>th</sup> March 2019, where you were present, volunteers came forward to be on a LOSALGA committee. The Town Council met with the Committee shortly thereafter and handed over all the files and documents of LOSALGA. Council was informed of the new Committee via the Allotment Associations Liaison Group Report 2<sup>nd</sup> April 2019, presented to Council 16<sup>th</sup> April 2019 which is in the public domain - [http://www.leighseatowncouncil.gov.uk/uploads/assets/Council/Meetings/Agendas/2018-19/E&L/E&L\\_Agenda\\_2019-04-16.pdf](http://www.leighseatowncouncil.gov.uk/uploads/assets/Council/Meetings/Agendas/2018-19/E&L/E&L_Agenda_2019-04-16.pdf)

The Council continue to be aware of a LOSALGA committee.

Insurance arranged by the previous LOSALGA committee of which you were 'REDACTED' was renewed 1<sup>st</sup> January 2019.

Health and Hygiene certificates are not required to just provide drinks. It is our understanding that allotment holders are bringing their own picnics to be consumed by them individually.

## 18. COMMUNITY ENGAGEMENT

- a) Volunteers – the 'Thank You' afternoon tea was much appreciated even by those that were unable to attend. Council may wish to consider repeating this event next year in volunteers week and extending it to anyone that volunteers within the Leigh Town Council area, perhaps arranging both a weekday and weekend event.
- b) LTC News Magazine – the editorial group have recently met and planning for the October edition has commenced.

- c) Leigh Regatta stall – Councillors are asked to consider whether they wish to host a Leigh Town Council stall on 15<sup>th</sup> September. This has traditionally been a Councillor driven occasion.
- d) Coffee and Cake with the Council – Council may wish to consider this community engagement idea of engaging with residents in each ward by invitation to a coffee and cake morning. There are 8 wards and so two events could be held, 4 wards at each morning inviting say 50 from each ward. Councillors would have to be committed to attending their ward morning and interactive issues and opportunities boards could be on display.

19. COUNCIL BUDGET 2019/20 AS AT 30<sup>TH</sup> JUNE 2019 ([Appendix 7](#)) page 27

20. COUNCIL BANK ACCOUNT BALANCES AS AT 5<sup>TH</sup> JULY 2019

Current Account	£21,342.62
Imprest Account	£ 856.07
Payroll Account	£ 8,379.78
BMM deposit	£91,732.58
Public Sector DF	£518,593.02

**CONFIDENTIAL**

21. MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

**RECOMMENDED** that in view of the confidential nature of the business to be transacted the public and press be excluded and instructed to withdraw – SO 3d – other special reason

22. CORRESPONDENCE ON AN ELECTION MATTER

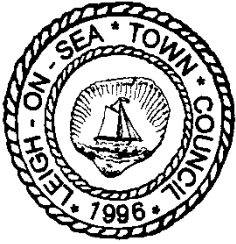
The Town Clerk agreed to pass on the writer's concerns confidentially at the Council meeting 10<sup>th</sup> June 2019. A resolution taken at the end of the agenda item deferred the correspondence to this meeting.



Helen Symmons  
Town Clerk  
11<sup>th</sup> July 2019

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

DATE OF NEXT MEETING: Tuesday 17<sup>th</sup> September 2019



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MINUTES OF COUNCIL MEETING OF THE LEIGH-ON-SEA TOWN COUNCIL  
MONDAY 10<sup>TH</sup> JUNE 2019  
LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Mark Bromfield, Doug Cracknell, Keith Evans, Anita Forde, Paul Gilson, Alan Hart, Jill Healey, Declan Mulroney, Vivien Rosier and Mike Wells.

Also in attendance: Helen Symmons (Town Clerk) and 7 members of the public.

MINUTES

*The meeting opened at 7.30 pm*

32. CHAIRMAN'S OPENING REMARKS INCLUDING HOUSEKEEPING

The Chairman welcomed all to the meeting and made the appropriate housekeeping announcements. Thanks were given to the staff and Councillors for the successful Community Day at Bonchurch Park. The Chairman had recently attended a Transport Representative meeting and informed Council that no changes were planned to bus routes within the Town Council area.

33. APOLOGIES FOR ABSENCE

Cllrs: Laura Jordan, Carole Mulroney and Caroline Parker

The Chairman advised that sadly she had received the resignation of Cllr Laura Jordan. Cllr Jordan had not realised the commitment involved in the role and was unable to commit at this time.

34. DECLARATION OF MEMBERS' INTERESTS

Cllr Hart declared a non-pecuniary interest in Agenda item 5, 6 and 7 knowing one of the candidates socially.

35. APPROVAL OF THE MINUTES OF THE MEETING 14<sup>TH</sup> MAY 2019

The minutes of the meeting 14<sup>th</sup> May 2019 were agreed and signed by the Chairman.

DECISION ITEM

36. CO-OPTION OF COUNCILLOR FOR HIGHLAND, THAMES AND HERSHELL WARDS

Agenda items 5,6 and 7 were dealt with together. One candidate had withdrawn. In alphabetical order, candidates were given 3 minutes to speak individually to Council.

Voting for Thames Ward took place first. Cllr Hart did not take part in the first round of voting. There being no majority vote for one candidate in the first round, 2 candidates went through to the

second round of voting in accordance with the Council's Co-option Policy and Process. Andrew Wilkin received a majority vote in the second round of voting.

Voting for Hershell Ward then took place. Cllr Hart did not take part in the first round of voting. Damian O'Boyle received a majority vote.

Voting for Highlands Ward then took place. Cllr Hart did not take part in the first round of voting. Emma Smith received a majority vote.

*1 member of the public left the meeting.*

The Declaration of Acceptance of Office was signed by all three co-opted Councillors and they joined the meeting.

### 37. COMMITTEE VACANCIES

The Town Clerk provided background information with regard to the Committees and vacancies. With the resignation of Laura Jordan, one vacancy now existed on Community & Culture Committee in addition to those mentioned in the Agenda.

Cllr O'Boyle was elected to Planning, Highways & Licensing Committee.

Cllr Smith was elected to Finance & Governance Committee.

Cllr Wilkins was elected to Community & Culture Committee.

*1 member of the public left the meeting*

### 38. OUTSIDE BODY REPRESENTATIVE VACANCIES

Cllr Cracknell was appointed as a Leigh Town Council representative on the Southend Business Partnership forum.

<b>CONFIDENTIAL</b>
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### 39. MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

**RESOLVED** that in view of the confidential nature of the business to be transacted the public and press be excluded and instructed to withdraw – SO 3d

*2 members of the public left the meeting*

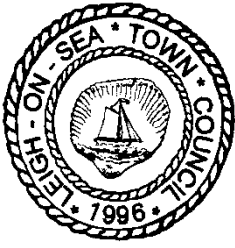
### 40. CITIZENSHIP AWARD NOMINATIONS – BELFAIRS ACADEMY

Council **RESOLVED** a recipient from the list of candidates supplied.

### 41. CORRESPONDENCE ON AN ELECTION MATTER

Before there was any discussion relevant to the correspondence, it became known that not all existing Councillors had read the confidential papers and the newly co-opted Councillors at the meeting had no papers. Cllr Forde as a candidate at the Elections stated that she had been presented with a sample of spoiled ballot papers but those seen did not state the words as stated in the House of Commons. Following a proposal (Cllr Bromfield, seconded Cllr Hart) Council **RESOLVED** to defer the item to the next full Council meeting.

***The meeting closed at 8.47 pm***



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**REPORT 2719/HS**

## **TOWN CLERK'S REPORT JULY 2019**

### **TRAINING**

#### **Staff**

Staff have attended the following training:

Dementia awareness  
Planning  
Risk awareness  
Allotment Administration  
EVAC chair training

#### **Councillor**

The following training has been undertaken by Councillors since the last meeting:

Planning – Cllrs Cracknell, Gilson and Rosier  
Councillor Day – Cllr Cracknell

### **TOWN CLERK'S DIARY**

#### EALC EXECUTIVE COMMITTEE

Funding has been found to employ a Health & Well Being co-ordinator at EALC and a Board will be set up to assist Town and Parish Councils within the County and will work with local partners to identify community led approaches. Initially the project will concentrate on 5 parishes in the Uttlesford District to ascertain their current involvement in initiatives and any identifiable needs they may have already established. Essex County Council are implementing another priority scheme similar to the one they had for pot holes last year. This will be for pavement and footway defects and Parishes will report via their ECC member throughout County. EALC made a small loss in the 2018/19 financial year due to over budgeting training income in a year of ordinary elections.

#### LEIGH PARTNERSHIP GROUP

A few new members joined the group with a presentation by First Buses. They offer a Commuter Travel Club offer for business's staff and details will be circulated. They also welcomed feedback on alternate bus routes/evening services to specifically link in with business workers, especially late night ones. A communication plan is currently being developed to advise what the group has achieved so far and what it will deliver following the results of the business survey.

#### LEADERSHIP IN ACTION CONFERENCE

This two day conference was combined with the International Institute of Municipal Clerks on Day 2 and we had the pleasure of the company of clerks from USA and Europe which certainly provided a new perspective on national issues. As always a variety of stimulating and thought provoking sessions were facilitated:

### *Challenges & Opportunities for Local Council/Principal Council Relations*

Presented by the Chief Executive of Warwickshire County Council this highlighted that collectively within the public sector, financial challenges are faced along with a growing demand for services to support the most vulnerable residents. Principal councils need to be creative in finding ways not only delivering services but helping communities to help themselves. They are starting to recognise that this will be a struggle to achieve without the support from all tiers of local government. Warwickshire County Council along with its partners has built a programme to build community capacity, enabling people to live full and independent lives within their local neighbourhood where possible. Town & Parish Councils have a depth of insight into their local communities and Principal Councils are slowly recognising that they need our sector as we translate the local information back to this tier.

### *Addressing the Key Leadership Challenges for the Local Council Sector*

This was an interactive workshop session with each table allocated an issue for the sector and asked to explore the challenges it presents for leadership and to recommend possible solutions. The findings were discussed in details and a report will be produced for Clerks nationally. The topics covered performance management, environmental agenda, delegation and council structure.

### *Changing the face of our High Street*

Daisy Daventry, Senior Policy Advisor, High Streets at the Ministry of Housing, Communities and Local Government (MHCLG) set out the government's plan for high streets as announced in the Autumn 2018 budget and gave an update on the progress over the past year. Leigh Town Council were fortunate to be able to submit an expressions bid for the Future High Streets Fund for the Leigh Partnership Group and 300 applications have been received. The maximum will be £25 million to any one successful bid and a decision on those successful will be made soon.

### *Data Protection in a Local Council – Making it happen*

The Information Commissioner's Office (ICO) has worked with the local council sector on GDPR compliance for a number of months and this session focussed on bringing all of that work together with the launch of a case study. It highlighted areas of good practice and focussed on the top compliance challenges within the sector. At this interactive session, Clerks overwhelmingly called for more guidance on the use of non gov.email addresses and security controls for personal devices as well as highlighting the importance of involving Councillors in the cultural challenge to change data protection practice. The ICO have confirmed that they will be using these findings to inform the final version of their case study from this work, accompanied by a range of interactive and useful privacy tools, which will be launched in due course.

### *Preparing for the Unexpected*

The Salisbury City Council Clerk used the Novichok poisoning incident as an example providing an insight to the challenges her Council had faced, what they learnt and tools implemented and how a local council can prepare for unexpected by building resilience and skills in the staff team and councillors.

### *After Brexit – implications for local council managers*

The Chief Executive of the Local Government Information Unit (LGIU) considered the implications for local council managers. It was a thought provoking session, perhaps highlighting with many international clerks in the room, how our Government is too centralised. We were advised of the extent of the reduction in spending power in Principal Authorities and the fact that the present funding system will finish in March 2020 and yet nothing is in place as yet going forward. It was raised that we need more effective participation of citizens in local governance and in the design and delivery of local services. That relies on trust but around the world there is seen a crisis of trust in political and public institutions. Addressing the trust deficit is therefore the critical task for public leaders if civic life is to flourish. The negativity of the session was balanced by a well-respected Town Clerk in our profession highlighting to our international friends how successful Town & Parish Councils are and can be with the potential to step forward and assist the principal authorities with some of the pressures and policy/power vacuums that are becoming apparent. That said many principal authorities do need to evolve to recognise the role Town & Parish Councils can play alongside them.

### *Leadership & High Performance*

Dr Cath Bishop, Olympic rower gave a motivational talk on high performance process focussing on clarity, constant learning and collaboration to highlight how the ways in which we think, behave and relate to others contribute to a high performance environment in which everyone can excel. She drew



on experiences and stories through her eyes as an Olympic rower but also through her eyes as a diplomat in the world of international conflict diplomacy.

*It's a Zoo around here!*

Nigel Risner a motivational speaker for more than 20 years helped us to discover our inner animal as well as the ones in the office and gave tips to start using communication that connects and inspire. Staff took the quiz on my return and I hope it will provide them with a better insight to enable good communication with each other, although there are rather a lot of lions amongst them!

SLCC (Society of Local Council Clerks) TRAINING DAY AND AGM

At this annual event, I was appointed the Executive Committee Member for Southend. There was a full training day agenda with insurance and legal updates, investment awareness as well as a great session on social media engagement. SLCC are part of a joint task force considering the Standards in Public Life report and both the President and CEO of SLCC were in attendance speaking on that and other SLCC work for our sector.

LOCAL LARGER COUNCIL FORUM

There was an interesting talk from Essex & Herts Air Ambulance who require a staggering £9m per annum to fund their service. They have 350 volunteers working for them and on average receive 3 call outs per day. There was then a presentation from Essex County Cllr Lesley Wagland regarding Highways. She reinforced that there was to now be a footways and pavements initiative with each County Councillor being able to make 5 referrals and thus rely on Town and Parish Councils to assist in the referrals. Other subjects raised included ensuring reporting of issues rather than taking to social media to moan, Safer Essex Roads Partnership (of which she Chairs), the 'buddy system' ECC use between Councillors and Officers and a brief mention of the A127 challenges. All interesting but only relevant to those in the ECC area, which we are not.

LOCAL GOVERNMENT CHRONICLE

A special four-page report was published in the above publication on how local councils are revitalising local communities and innovating and it showcased the work of several Councils – Leigh Town Council being one of them. The edition was published during the Local Government Association Annual Conference and Exhibition 2019 in Bournemouth and made available to 1400 delegates – primarily leaders and chief executives of principal authorities – as well as LGC's subscribers. Click on the heading to read the piece.

**TOWN COUNCIL INVITATIONS/ATTENDANCE**

The following engagements have been attended by the Chairman and various Councillors:

Community Police Meeting  
Dunkirk commemoration service  
Volunteers Tea  
Bonchurch Park Community Day  
N-Act Performance of Invisible (Chairman only)  
Southend Community Meeting with Deputy Police, Fire & Crime Commissioner  
Canvey Town Council Armed Forces Day  
Belfairs Academy Awards Assemblies

**COUNCIL AND COMMITTEE DECISIONS FOLLOW UP RECORDS 2018/19**

<b>Committee</b>	<b>Minute No. and Subject</b>	<b>Completion status</b>	<b>Completion Date</b>	<b>Outcome</b>	<b>Forward Action Required</b>	<b>Responsible</b>
COUNCIL 18-07-17	49. CIL	RESOLVED to contact SBC with regard to S106 agreements in Leigh	16-07-19	Response received 20-05-19	On Council Agenda NFA under this minute	
COUNCIL 20-11-18	74e Policy & Resources	RESOLVED to allocate £15k for viewing platform from CIL receipts	25-06-19	Update received from SBC and reported in Agenda	NFA under this minute	
COUNCIL 20-11-18	82 Request to Council	RESOLVED to have a board in recognition of Town Clerks who serve the Council		Board is being made		TC
COUNCIL 19-03-19	111. Committees	RESOLVED Allotments non-resident levy w.e.f. September 2020  RESOLVED Skate Park	16-07-19	Diarise to inform allotment holders with invoice letters September 2019  Planning permission applied for, landlords consent underway, tender details published on contracts webfinder with closing date 31 <sup>st</sup> May 2019	Letter will be sent with invoices NFA under this minute  Item now under domain of Community & Culture Committee NFA under this minute	
COUNCIL 19-03-19	113 Pastoral Chaplain	RESOLVED		Consideration is being given with regard to the best implementation of this provision		TC
ACM 14-05-19	13 Committees	RESOLVED all recommendations	14-05-19	All effected	NFA	
ACM 14-05-19	12 Co-option	RESOLVED	10-06-19	3 Councillors co-opted	NFA	
ACM 14-05-19	14-26 Annual business	RESOLVED	14-05-19	All effected	NFA	
ACM 14-05-19	27-29 AGAR	RESOLVED	20-05-19	Sent to external auditors	NFA	

<b>Committee</b>	<b>Minute No. and Subject</b>	<b>Completion status</b>	<b>Completion Date</b>	<b>Outcome</b>	<b>Forward Action Required</b>	<b>Responsible</b>
ACM 14-05-19	31 Appointment of Internal Auditor	RESOLVED	21-05-19	Internal Auditor appointed	NFA	

[Agenda](#)



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## Speeding, Cycling & Parking Issues Report

Report 2720/AC

### P, H & L Recommendation

At its meeting 11<sup>th</sup> June 2019, the Committee **RESOLVED** with **RECOMMENDATION** to Council that a community meeting to discuss speeding, cycling and parking issues in the town could be beneficial if Southend Borough Councillors and the local police team were invited.

This recommendation to Council was made following discussion in great detail with questions raised on the best way to move forward.

The proposal is for a workshop style meeting with community participation as the best option. It was suggested that the meeting be open to all members of the public with them coming in and sitting at tables. Each table will have a facilitator to cover a certain topic. The facilitator will move around each table, allowing the public to have a say on each issue.

Experienced facilitators would be the recommendation to enable good round table discussion, note taking and to ensure each table stays on topic. Perhaps a variety of both internal and external facilitators could be invited.

Whilst it is recognised that the Town Council has no statutory powers on these topics it is hoped the outcome of the meeting will be to get the ideas of the public and to take these views forward to the Borough Council or relevant groups.

[Agenda](#)

## **Plastic Pollution**

### **Report and Motion by Cllr Carole Mulroney**

#### **Seconded Cllr Vivien Rosier**

In Public Representation, members will be receiving a short presentation by Amelia Slocombe, a local resident, in connection with her desire to see Leigh achieve Plastic Free Status through the introduction of a Make Leigh Plastic Free Campaign.

Amelia is working through the national marine conservation charity Surfers Against Sewage (SAS) and has been liaising with other individuals who have successfully introduced such campaigns in their local areas.

As Cabinet Member at Southend Borough Council for the Environment such campaigns are of great interest because of the growing concerns regarding the use of single use plastic in particular and because of the harmful effects and damage to nature which is caused by the use of such plastics and their entrance into our waters and the natural life of the area. I have, therefore, agreed to support the Campaign as a member of the steering group.

Other than publicising the Campaign and its initiatives on the Council's website and at events, the Council's involvement in the Campaign will not be resource intensive and there are no budgetary implications, however, it would be particularly encouraging to see members openly support the Campaign in their work on the Council.

**The Campaign will fulfil one of the Town Council's Strategic Objectives, namely –**

**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.**

I hope that members of the Town Council feel as I do about this issue and will support this Campaign and Amelia's efforts. To that end I propose the following motion

1. That Leigh Town Council supports the introduction of the Make Leigh Plastic Free Campaign, which has as its purpose the elimination of unnecessary single-use plastics by businesses and community venues across Leigh on Sea and the ultimate aim of being awarded Plastic Free Status by the SAS charity;
2. That the Council appoints a representative to the Make Leigh Plastic Free steering group.
3. That the Council, for its part, will encourage users of the Council's facilities to support the Campaign through reducing their use of single use plastic in their activities and through appropriate initiatives undertaken by the Campaign in the local area such as

- a. The engagement of local businesses and community venues/organisations, encouraging them to take steps to reduce their use of single use plastic; and
  - b. Mobilisation of the local community through events dedicated to plastic waste reduction.
4. That the Council pledges to act by example by removing any single use items from its premises and Council meetings, as soon as practicable.



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## Payments List 24<sup>th</sup> Apr 2019 – 5<sup>th</sup> July 2019 Report 2721/ Expenditure incurred under the General Power of Competence

Cheque	Expenditure	Payee	Purpose
		<b>Expenditure - Cheques</b>	
102804	£26.90	Staff member	Reimburse travel expenses
102805	£17.00	NALC	LCR subscription
102806	£120.00	Essex Pygmy Hedgehogs	Easter Fun Day
102807	£48.00	Volunteer	Expenses re Maintenance Strand Wharf
102808	£118.80	Royal Mail	Response services licence
102809	£50.00	Plot holder	Refund tenancy deposit
102810	£50.00	Plot holder	Refund tenancy deposit
102811	£1060.95	Southend YMCA	Chairman's Charity collections
102812	£288.00	Phuse Media Ltd	Website hosting LCC & LTC
102813	£55.12	Viking	Stationery
102814	£41.70	Volunteer	Reimburse expenses re training
102815	£525.00	Veolia ES (UK) Ltd	Garden waste sacks
102816	£500.00	Leigh Folk Festival Association	Grant award
102817	£500.00	Leigh Art Trail	Grant award
102818	£500.00	Lions Club of Leigh-on-Sea	Grant award
102819	£140.00	Cash	Top up petty cash
102820	£47.88	Meyer Fire Protection Company Ltd	Fire alarm batteries
102821	£226.81	Essex Supplies (UK) Ltd	Cleaning materials & signage
102822	£100.00	Brentwood Community Transport	Midas training for volunteer driver
102823	£283.42	Allen Bros Electrical (Factors) Ltd	Light bulbs and fittings
102824	£38.88	Recognition Express Essex	Name badges
102825	£58.80	Fulton Paper	Paper

102826	£50.78	Viking	Stationery
102827	£31.20	Staff member	Travel expenses
102828	£516.00	Auditing Solutions Ltd	Internal audit fee
102829	£25.00	Plot-holder	Refund plot deposit
102830	£170.00	Bees Knees Marquees	Portable toilet and chairs Community Day
102831	£117.00	Vine HR Ltd	Professional advice re HR matter 2018/19
102832	£66.65	Southend BC	Location hire Community Day
102833	£11.28	Recognition Express Essex	Name badge
102834	£160.00	Petty cash	Petty cash top-up
102835	£2647.28	Southend BC	Insurance Leigh Community Centre
102836	£95.00	Entertainer	Puppet show
102837	£38.30	Viking	Stationery
102838	£199.58	Essex Supplies (UK) Ltd	Cleaning supplies
102839	£355.83	Allen Bros Electrical (Factors) Ltd	Light bulbs and tubes Community Centre
102840	£175.00	Entertainer	Pony Cycle hire
102841	£200.00	Caterer	Volunteer Tea catering
102842	£81.60	Quantum Services	Lift call out
102843	£144.05	Steve's Self Drive Hire	Van hire Community Day
102844	£126.90	Staff member	Travel expenses
102845	£29.96	Viking Direct	Stationery
102846	£520.00	SLCC Enterprises Ltd	Leadership in Action conference
102847	£50.00	Entertainer	Volunteer tea entertainment
102848	£6859.08	Southend BC	Hanging baskets
102849	£45.60	Hirer	Refund room hire
102850	£47.94	Allen Bros Electrical (Factors)Ltd	Lighting Strand Wharf
102851	£32.30	Councillor	Expenses re training
102852	£32.67	Staff member	Expenses re training
102853	£28.80	Staff member	Expenses re training
102854	£28.80	Staff member	Expenses re training
102855	£500.00	Wyvern Community Transport	Minibus usage
102856	£310.02	James Todd & Co Ltd	Payroll processing
102857	£300.00	Tindle Newspapers Essex & Kent Ltd	Newsletter
102858	£27.06	Recognition Express Essex	Name badges



102859	£1200.00	Crucis Designs Ltd	Structural designs for remodel of Community Centre
102860	£10110.58	Johnson Gillies Ltd	Remodel of Community Centre professional fees
102861	£60.00	Dickies	Staff uniform
102862	£188.50	Office Watercoolers Ltd	Water cooler maintenance
Bk Trs	£125.00	Marshall Close Allotments	ASA payment
Bk Trs	£750.00	Manchester Drive Allotments	ASA payment
Bk Trs	£23000.00	Payroll	June payroll
Bk Trs	£3620.00	Giles Wilson	Community Centre legal fees both solicitors re documentation required at SBC request
Bk Trs	£145.00	NSALG	Staff training
Bk Trs	£23000.00	Payroll	May payroll
		<b>Expenditure – Imprest Items</b>	
	£80.93	Poundstretcher	Fans for Community Centre
	£114.00	B & Q	Fans for Community Centre2904
	£84.20	Solopress	Banners & flyers Community Day
	£241.99	Cleanstore	Vacuum cleaner
	£55.78	St John Ambulance	First Aid supplies
	£26.45	Amazon	Cable ties
	£51.68	Amazon	Radios for caretakers
	£20.93	Pest Control Supermarket	Pest control
	£35.10	Safetysigns4less	Safety signage
	£27.70	Solopress	Youth market flyers
	£248.76	Vinyl Banners Printing	Youth market banners
	£25.83	Ebay	Thank you chocolates
	£51.85	Party Puffins	Decorations
	£12.99	Amazon	Microphone stand
	£28.62	Green Magic	Poster frames
	£27.60	Solopress	Roller Banner
	£93.00	Vinyl Banners Printing	Youth market banners
	£27.54	Solopress	Youth Market flyers
	£13.08	Ironmongery Direct	Minor maintenance

	£219.00	Home AV Direct	PA System
	£21.00	Southend BC	Event notice
	£27.00	Southend BC	Event notice
	£131.00	Filmbank Media	Film Licence
	£57.56	Heart Internet	Domain renewals
	£105.57	Solopress	Pull up banners Youth Market
		<b>Expenditure – Direct Debits</b>	
	£841.44	SSE	Electricity
	£3388.94	British Telecom	Phone and broadband charges Council and Community Centre
	£490.80	CF Corporate Finance Ltd	Photocopier lease
	£316.80	CF Corporate Finance Ltd	Dokoni software lease
	£200.00	Francotype Postalia	Postage
	£201.30	Biffa Environmental	Community Centre bins
	£92.15	Biffa Environmental	Skate Park bins
	£12.00	British Telecom	Mobile broadband
	£12.00	Retail Funding Ltd	Card machine charge
	£810.00	Southend BC	Business rates
	£306.84	DOTS	Photocopying and IT Support
	£6.00	Paynetworx	Virtual terminal fee
	£362.82	Essex & Suffolk Water	Water rates allotments
	£726.46	SSE	Electricity Community Centre
	£26.88	SSE	Electricity Strand Wharf
	£466.68	Wave	Water rates Community Centre
	£229.24	Biffa Environmental	Community Centre bins
	£100.07	Biffa Environmental	Skate Park bins
	£12.00	British Telecom	Mobile broadband
	£1350.95	Wave	Allotments water rates

	£810.00	Southend BC	Business rates
	£12.00	Retail Funding Ltd	Card machine charge
	£199.92	British Telecom	Broadband charge
	£541.82	Wave	CC water rates
	£396.99	DOTS	Photocopying & IT support
	£6.00	Paynetworx	Virtual terminal fee
	£33.91	Global Payments	Card payments processing fees
	£ 17.71	Global Payments	Card payments processing fees
	£760.89	SSE	Electricity Community Centre
	£21.56	SSE	Electricity Strand Wharf
	£221.11	Biffa Environmental	Community Centre bins
	£121.33	Biffa Environmental	Skate Park bins
	£96.00	FP Mailing	Franking machine lease

[Agenda](#)

## LEIGH-ON-SEA TOWN COUNCIL ACTION PLAN 2019-2023

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

<b>Strategic Action – Economic support for local business and traders through the Leigh Partnership Group</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
SBC Grant £10,000 18/19	Full survey completed 2018 Action Plan created 2019 Facebook site created 2018 Improved Way finding CCTV implementation Website page within SBC tourism	Funded SBC Funded SBC		

<b>Strategic Action – Through the Old Leigh Spatial Plan aid development of SBC Local Plan and stakeholders interest to attract future investment in Leigh Port</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
Plan Preparation – LTC £4,938 18/19 EMFF Grant £14,815	Final Spatial Plan presented to Council July 2019			

<b>Strategic Action – Restoration of the Belvedere viewing platform in partnership with SBC</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
CIL £15,000	SBC to undertake survey to ascertain viability			

<b>Strategic Action – Remain pro-active in assisting SBC with the rejuvenation of Leigh Library Gardens</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
	Friends of Leigh Library Gardens PDG			

<b>Strategic Action – Launch a Friends of Bonchurch Park campaign with the help of SBC</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22

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<b>Strategic Action – Through Make Southend Sparkle support litter picking campaigns and awareness throughout the Town and find solutions to litter issues</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
Precept Good for Leigh Budget		£500	£500	£500

<b>Strategic Action – Proactive involvement in the emerging Local Plan by SBC</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
	Issues & Opportunities consultation March 2019			

<b>Strategic Action – Councillors to accept any training opportunities from SBC</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
	Local Plan training January 2019 Planning training May 2019			

<b>Strategic Action – Foster good working relationships between LTC Officers and SBC Cllrs and Officers</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
	Regular contact maintained with a variety of Cllrs and Officers throughout the Borough			

***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***

<b>Strategic Action – Ongoing repairs and remodel of LCC to create a better community facility</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
LCC Project Reserves Precept (pre-budgeted)	Roof replacement completed January 19 Lift replacement completed January 19 New windows Room 1 Phase 1 remodel Phase 2 remodel Decorative repair Sound proofing	£95,000	£95,000	£70,000

	Refurbishment of kitchen			
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<b>Strategic Action – Identifying and completing effective projects for the community that meet the Community Infrastructure Levy criteria</b>				
Funding Source	Achievements / Planned projects	Committed	Budget 20/21	Budget 21/22
CIL	Belvedere viewing platform Information boards Belton Hills Listen to resident suggestions	£15,000 £6,000		

<b>Strategic Action – Engage in opportunities to provide and/or promote community facilities for the youth</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
Precept	Youth provision for 12-16s Sept 19	£2,500	£3,200	£3,200
Volunteer EMR £2,500 19/20	Youth provision for 8-11s April 19 Youth Forum ongoing platform Dedicated website page within LTC Magazine contributions	£1,500	£3,200	£3,200

<b>Strategic Action – Be open to community initiatives at the Allotment sites</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22

<b>Strategic Action – Create a programme of excursions through the Community Transport Scheme for disabled and elderly residents</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
Precept	Yearly programme of excursions ongoing Monthly social club created 2018 Partnership initiatives with Southend Age Concern	£7,564	£7,750	£8,000

<b>Strategic Action – Raise awareness, promote and enhance Council events, activities and markets in the Town</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
Precept	Community Day – annual event	£1,500	£1,500	£1,500
	Leigh Lights – annual event	£15,650	£16,000	£16,250
	Carols on Strand Wharf – annual event	£1,000	£1,250	£1,250
	Merchant Navy Day – annual event			
	VE 75 – May 2020		£750	
	Freshers week for parents! – September 2020		£750	£750
	Childrens' Holiday Programme	£5,000	£5,000	£6,000

	Farmers' Market – month market	£8,143	£8,250	8,500
	Youth Market – annual market	£2,500	£1,500	£1,500
	Summer Series on Strand Wharf 2021			£1,000
	Volunteer Thank You events	£750	£1,000	£1,000

Strategic Action – <b>Refurbishment and extension of the Skate Park to provide better facilities</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
Reserves £30,000	Extension of facilities in unused existing area			

Strategic Action – <b>Councillor led Art Group to organise Artist in Residence and art wall exhibitions</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
	Artist in Residence programme annually			
	Back to back art wall exhibitions			

Strategic Action – <b>Sponsorship of hanging baskets and Christmas lighting to enable improvements and extensions of the schemes</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
EMR from sponsorship	Hanging basket sponsorship introduced 2019	£1,125 income	£1,500 inc	£1,750 inc
	Christmas lighting sponsorship introduced 2019	£1,500 income	£2,000 inc	£2,250 inc

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

Strategic Action – <b>Use the LTC Magazine to engage with residents and to promote and interact with external organisations</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
Precept	Magazine Editorial Group May 19			
	Bi-annual editions plus Bi-annual news flash	£11,000	£11,250	£11,500

Strategic Action – <b>Actively promote and be a part of the Friends of Library Gardens initiative and create interest for a Friends of Bonchurch Park group</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22

	Social media campaigns ongoing Friends of Library Gardens Group Administrative support Grant Aid Award Sponsorship brokerage Councillor and volunteer involvement			
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Strategic Action – <b>Actively promote and be a part of litter picking campaigns</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
	Councillor and volunteer involvement Social media campaigns ongoing Good for Leigh Awards recognition			

Strategic Action – <b>Promote LTC and local environmental issues with engagement at events</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
	EA & Anglian Water invited to ATM 2019			

Strategic Action – <b>Art exhibitions to heighten awareness of environmental issues where appropriate</b>				
Funding Source	Achievements / Planned projects	Budget 19/20	Budget 20/21	Budget 21/22
	LTC Art Instagram account to aid awareness – May 2019			

**ANNUAL REVIEWS – MARCH**  
**Final review – September 2021**

**Strategic Plan revision to set objectives for 2023-2027 to commence January 2022**

[Agenda](#)



Dear Peter,

Leigh-on-Sea Town Council are receiving CIL receipts for appropriate developments within the Council boundaries but a few recent applications have highlighted that some significant s.106 agreements take place between developers and SBC relating to Leigh developments and that perhaps Leigh does not always obtain any direct benefit. The recent approval for the Rileys development is an example of this with significant sums looking to be set aside to go to education in Southchurch and affordable housing elsewhere in the Borough. With so much development in Leigh this is proving to be a contentious issue with residents as they do not feel they are getting any community benefit or improvement in the area whilst bearing the brunt of more and more development which is placing strains on the infrastructure in Leigh.

The Council have therefore asked me to write to see if SBC would be willing to adopt a similar approach to the many district Councils elsewhere in the country who aspire to work with their Town and Parish Councils to deliver community benefits and improvements in the parish, ward, town or catchment area relating to the location of the development from which the contribution was received. Obviously the wording of the Agreements determines how the contributions can be spent by those District Councils but many Parish and Town Councils, together with District Council Ward Members are often encouraged to become involved in identifying projects.

Clearly Leigh Town Council is a lone parish in Southend but we feel we could have a role to play in identifying potential S106 requirements at the pre-application stage. Stroud District seem to be very proactive in engaging with their Town and Parish Councils even providing a practical help sheet for members of those Councils and effective partnership working with Town and Parish Councils seems to be a very important part of their S106 process. East Devon District Council have a system where steering groups are set up with town/parish representatives and other relevant organisations and the group ensures that local people know what is happening. The steering group is then the contact for the S106 officer.

We therefore ask whether SBC would consider a similar courtesy to Leigh Town Council in finding a system/process that will in time be of great benefit to our community and could be extended to other communities within the Borough.

Kind Regards

*Helen Symmons*

Town Clerk

Dear Ms Symmons

### **Section 106 Agreements and CIL Allocations Leigh**

Thank you for your email communication and letters and also for your patience. I am sorry it has taken me so long to respond to your query on behalf of Leigh Town Council. I have on a number of occasions started to draft a response only to be diverted. I am happy now to be able to complete my response. Although I would say, that I did in that time arrange for Kevin Waters to come and meet you and the town Council to discuss these issues.

I understand the sentiments and aspirations of Leigh Town Council in respect of S.106 and CIL issues there are however, some practical challenges. Before I outline these I want to say that I have looked at the examples you suggested in your communication to me including the material from Stroud.

In respect of S.106 agreements there are certain tests that must be met. These tests are set out as statutory tests in the Community Infrastructure Levy Regulations 2010 and as policy tests in the National Planning Policy Framework (NPPF). These are as follows:

- (a) necessary to make the development acceptable in planning terms;
- (b) directly related to the development; and
- (c) fairly and reasonably related in scale and kind to the development

Whilst the residents of Leigh might feel S.106 contributions be sought and spent more widely in Leigh they must be relevant to the development being applied for. The Planning Authority consults the town council on all applications in its area and does take into account any representation made to it. These will on occasion result in a requirements that is included in a S.106. It would not be possible for some more general application of a requirement for development in Leigh to be included in S.106 agreements as it would not meet tests (b) and (c).

In terms of CIL there is a degree of flexibility that comes from the framework relating to the provision of CIL. The town council receives its allocation and can spend it on whatever it considers appropriate in the context of CIL regulations. The Department is always happy to advise and discuss how that might be achieved and the scope as to how it might relate to other ward allocations including wards adjoining Leigh Town Council administrative area.

I know that you are aware of the consultation taking place on the new Local Plan and we would welcome the Town Council's input on this. In addition, I think that best way forward in respect of the matter of S.106 and CIL is to establish a regular catch up meeting between our S.106 Officer (and perhaps other officers depending on the nature of the issues that arise) and one or two representatives from Leigh Town Council. To that end, I have asked my team to make the arrangements for a standing meeting on a six monthly basis to discuss any S.106 or CIL issues generally with the Town Council (however, please be aware this

does not mean the meeting would be about negotiating on, or detailed discussions in respect of active applications).

I hope that you will find my suggestion useful. Thank you once again for your communication and for your patience.

Yours sincerely

Peter Geraghty  
Director of Planning and Transport

[Agenda](#)

Leigh Town Council Main Budget Report					2019/20				
INCOME	Budget 2019/20	Income Received	Balance	% Received	EXPENDITURE	Budget 2019/20	Expenditure	Balance	% Spent
General Reserve B/F		£ 90,026.34							
<b>Finance &amp; Governance Committee</b>					<b>Finance &amp; Governance Committee</b>				
Precept	£421,625.00	£ 210,812.50	£ 210,812.50	50.00%	Policy & Council Resources	£ 39,350.00	£ 5,144.25	£ 34,205.75	13.07%
Grants	£ 3,910.00	£ 1,955.00	£ 1,955.00	50.00%	Office & Council Administration	£ 65,750.00	£ 11,523.96	£ 54,226.04	17.53%
Interest	£ 800.00	£ 593.73	£ 206.27	74.22%	General Capital Expenditure	£ -		£ -	
CIL Income		£ 11,079.98			CIL Expenditure	£ 21,000.00		£ 21,000.00	0.00%
Other Committee Income	£ 1,300.00	£ 339.25	£ 960.75	26.10%		£ 126,100.00		£ 109,431.79	0.00%
	£427,635.00	£ 224,780.46	£ 213,934.52	52.56%					
					<b>Staffing Committee</b>				
					Council Staffing	£ 105,308.00	£ 16,519.11	£ 88,788.89	15.69%
<b>Community &amp; Culture Committee</b>					<b>Community &amp; Culture Committee</b>				
Leigh Community Centre	£131,500.00	£ 24,571.23	£ 106,928.77	18.69%	Leigh Community Centre	£ 53,850.00	£ 10,685.08	£ 43,164.92	19.84%
LTC Use of LCC	£ 27,000.00	£ 4,500.00	£ 22,500.00	16.67%	Community Centre Staffing	£ 128,464.00	£ 20,397.75	£ 108,066.25	15.88%
Allotments	£ 14,540.00	£ 859.00	£ 13,681.00	5.91%	Allotments	£ 26,737.00	£ 4,910.08	£ 21,826.92	18.36%
Community Facilities	£ 50.00	£ 20.83	£ 29.17	41.66%	Community Facilities	£ 10,831.00	£ 1,506.55	£ 9,324.45	13.91%
Health & Wellbeing Programme	£ 16,150.00	£ 1,889.00	£ 14,261.00	11.70%	Health & Wellbeing Programme	£ 43,357.00	£ 4,655.81	£ 38,701.19	10.74%
Environment Facilities & Services	£ -	£ 749.98	-£ 749.98		Community Services Funding	£ 5,400.00		£ 5,400.00	0.00%
Friends of LCC	£ -	£ 97.50	-£ 97.50		Community Partnership Programmes	£ 4,000.00	£ 377.50	£ 3,622.50	9.44%
					Environment Facilities & Services	£ 24,050.00	£ 6,676.00	£ 17,374.00	27.76%
					Committee Staffing	£ 13,376.00	£ 1,974.64	£ 11,401.36	14.76%
					Friends of LCC		£ 355.89		
	£189,240.00	£ 32,687.54	£ 156,552.46	17.27%		£ 310,065.00	£ 51,539.30	£ 258,525.70	16.62%
<b>Planning, Highways &amp; Licensing</b>					<b>Planning, Highways &amp; Licensing</b>	£ 12,145.00	2083.68	£ 10,061.32	17.16%
<b>Total Income</b>	<b>£616,875.00</b>	<b>£ 257,468.00</b>	<b>£ 370,486.98</b>	<b>41.74%</b>					
					<b>Resolved Capital Projects</b>				
	YR end 18/19		YR end 19/20		LCC Refurbishment	£ 70,000.00		£ 70,000.00	0.00%
Capital Reserves	£185,139.16				LCC Remodel	£ 25,000.00		£ 25,000.00	0.00%
Earmarked Reserves	£177,901.67				Skate Park Improvements	£ 30,000.00		£ 30,000.00	0.00%
CIL Reserve	£ 26,311.50					£ 125,000.00		£ 125,000.00	0.00%
3rd Party monies	£ 12,068.73								
					<b>Total Expenditure</b>	<b>£ 678,618.00</b>	<b>£ 70,142.09</b>	<b>£ 591,807.70</b>	
					<b>Current General Reserves</b>		£ 120,272.25		
					<b>Est. General Reserve @ yr end</b>		£ 95,000.00		

[Agenda](#)