



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 Paul Gilson | **Vice Chairman:** Cllr Andrew Wilkins

Town Clerk: Helen Symmons PSLCC



Members are requested to attend an online meeting of the
COMMUNITY & CULTURE COMMITTEE of Leigh-on-Sea Town Council
on **Tuesday 8th December 2020** commencing at **7.30 pm**.

This meeting is being held in accordance with Paragraphs 7 & 10(2) (b) of Schedule 12A of the Local Government Act 1972 and The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

All participants are requested to enter the waiting room between 7.15 and 7.25 pm, ready for the meeting to commence at 7.30 pm. Members of the public are requested to email Council in advance of the meeting to give notice that they would like to attend and whether they would like to speak in the public participation section of the agenda.

To join the meeting:

Either click on this link

<https://us02web.zoom.us/j/2840165282?pwd=MVhpYnVNODBzSXk5U1hqUjFkZkZkZDZzOQ>

or use the Zoom App on your device and input:

Meeting ID: 284 016 5282

Password: 1996

Or you can phone dial into the meeting audio using one of the phone numbers:

One tap mobile

+442034815237,,2840165282#,,,0#,,1996# United Kingdom

+442034815240,,2840165282#,,,0#,,1996# United Kingdom

Dial by your location

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 051 2874 United Kingdom

Meeting ID: 284 016 5282

Password: 1996

Members of Council and members of the public are reminded that the meeting may be recorded by the Town Clerk in both audio and video to assist with the recording of Council minutes.

Committee Membership

Cllrs: *David Bowry, Anita Forde (Chairman), Paul Gilson, Alan Hart, Damian O'Boyle, Vivien Rosier, Emma Smith, Mike Wells and Andy Wilkins*

Helen Symmons

Helen Symmons PSLCC
Town Clerk
3rd December 2020

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

AGENDA / BUSINESS TO BE TRANSACTED

1. CHAIRMAN'S MEETING PROTOCOL ANNOUNCEMENT
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE [COMMUNITY & CULTURE COMMITTEE 29TH SEPTEMBER 2020](#)
5. PUBLIC REPRESENTATIONS
6. TOWN CLERK'S REPORT ([Appendix 1](#)) Page 5

LEIGH COMMUNITY CENTRE

7. FACILITIES REPORT

Refurbishment and Remodel Programme:

The only work outstanding now is completion of the kitchen refurbishment and then attention to the snagging list.

Other LCC matters

The Town Clerk had to seek approval under Financial Regulation 4.5 with regard to a leak around the first-floor chimney area on the south of the building. It had led to creating another issue in the kitchen and therefore needed rapid attention. Works were carried out by Mansard roofing for the sum of £3,841. The Committee are asked to note the action.

8. BOOKINGS REPORT

The Community Centre had to close again in November in accordance with Government Guidance for multi-use community facilities. We were successful in obtaining a Local Restrictions Grant for the month for £2,000. The relevant guidance for the multi-use community facilities was only updated 17th November despite the lockdown occurring from 5th November. The Community Centre reopened 3rd December and Tier 2 guidance is being followed.

9. LORNA & LOTTIE'S REPORT

The café will open as soon as is practically possible and safe to do so abiding by Government legislation and guidance and on production of risk assessments to the Town Clerk.

10. ARTS GROUP PDG

- ARTIST IN RESIDENCE

The Magazine Editor extended the date for applications to 14th November. The Arts Group were contacted to establish a suitable interview date for candidates virtually. No response was received and so the Town Clerk has set a date 17th December and confirmed with candidates that they are available for interview. All members of the C&C Committee have now been advised of this date. It is **RECOMMENDED** that a Panel of 3 members of this Committee undertake the virtual interviews with the Marketing & Profile Officer in attendance.

- MEMBERSHIP OF THE ARTS GROUP

Technically every member of Council can be on the Arts Group as it a Project Discussion Group but it is useful to know which Council members wish to be regular members, especially from the C&C Committee. It is **RECOMMENDED** that Councillors indicate if they wish to be regular members of the PDG and in this respect all Councillors be contacted. Malcolm Blake-Lawson and the Artist in Residence are co-opted members on the PDG.

ALLOTMENTS

11. TENANCY RENEWALS

All the renewal letters were sent at the end of September. The Committee may recall that invoicing is now for all plot holders including those on the MDAS side of the allotments at Manchester Drive. There were a few issues with some of the contact details we had for some tenants but on the whole the implementation of the new administration system has gone well. Any outstanding payments are being chased.

12. MAINTENANCE WORK

A vehicle managed to hit piping attached to a water tank on the MDAS side of the allotments at Manchester Drive. The result being it tore the pipe from the underground fixing, resulting in a leak. Due to the damage being below ground, the leak did not come to light immediately and the cost of repairs came to £500. The water was switched off once the leak became apparent until repaired.

Boundary maintenance has taken place at Marshall Close with the assistance of the allotment society there.

COMMUNITY FACILITIES

13. SKATE PARK

Repairs to the skate park were completed at a cost of £5,000 leaving £4,402.25 remaining in the skate park earmarked reserve. A new health and safety sign has to be purchased for the park and quotes are being obtained.

The Street Art wall was approved by the F&G Committee and work will be underway shortly. The CIL PDG has asked the Town Clerk to look in to the cost of providing picnic bench seating area in the area still to make good, as the park is used by many families with nowhere for adults to sit and supervise their children.

14. STRAND WHARF

From research undertaken and speaking to manufacturers, they recommend that we continue with the brass plaques as they are the best option as they cannot be damaged easily. It should not be the responsibility of staff to try and keep them tarnish free but we will clean them when we can. Those on the waiting list have been contacted with regard to installing memorial plaques but they have declined at the present time.

HEALTH & WELLBEING PROGRAMMES

15. FESTIVE LIGHTING DISPLAY LEIGH LIBRARY GARDENS

The installation lit up on 29th November. Fortunately, some Friends of Leigh Library Gardens stepped forward as volunteers as only a limited number of Councillors are assisting with the closure and opening of the Gardens for the 3 week display period. Staff will work overtime to cover the gaps. Temporary CCTV has been installed to cover the display area and insurance cover obtained at a nominal charge. Any letters to Santa posted in the display pillar box will receive a reply.

To complement this Christmas provision for residents, we have also been working with local businesses to develop a festive Tiny Windows Trail where children can visit those signed up to collect a stamp on their Tiny Windows Passport from all the shops and return it to the Community Centre where there will be a prize draw.

16. FARMERS MARKET

We are unable to provide the service at this time but a virtual Christmas Farmers' Market went live on Facebook from 1st December.

17. COMMUNITY TRANSPORT

We remain in contact with the Community Transport members and they now receive a 'Keep in Touch' four weekly publication which has proved an enormous success with them. We are unlikely to be able to provide any form of trips and social club service until April 2021.

ENVIRONMENT FACILITIES & SERVICES

18. CHRISTMAS LIGHTING

The Christmas lights will illuminate the town from 26th November.

COMMUNITY PARTNERSHIP PROGRAMMES

19. SPECIAL CONSTABLES

Nothing to report.

- TOWN SECURITY PDG ([Appendix 2](#)) page 7

A letter was sent 2nd October to various parties with regard to Cliff Parade issues and is attached with the response on behalf of the Essex Police Chief Constable BJ Harrington. No other responses have been received.

20. YOUTH CLUB

Southend YMCA have confirmed that they do not wish to recommence this service at this time.

COMMUNITY SERVICES FUNDING

21. FIRST AID POST

Nothing to report

FINANCE

22. HIRE CHARGE REVIEW

In July 2018 when the Council became VAT registered, the decision was taken not to increase hire charges for 2019/20 and 2020/21. A review is currently being undertaken and will be reported on at the February meeting with any appropriate recommendations.

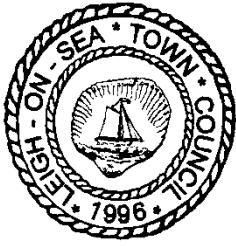
23. COMMITTEE BUDGET REPORT 2020/21 as at 25th November 2020 ([Appendix 3](#)) page 11

A further £2,000 Government grant was received for the second lockdown period. With income still being sporadic for this financial year, the Town Clerk continues to monitor expenditure closely and make savings where possible. In this respect another £500 has been saved by renegotiating the existing contract for sanitary provision. Community Centre staff will remain on flexi furlough or be fully furloughed at relevant times in accordance with the COVID 19 Winter Plan from Government and the Tier system.

TOWN CLERK'S REPORT - COUNCIL AND COMMITTEE DECISIONS FOLLOW UP RECORDS 2020/21

Committee	Minute No. and Subject	Action Required	RO	Completion status	Completion Date	Outcome	Forward Action Required
C&C 17-12-19	97. Skate park	RESOLVED for lesson arrangement to proceed		Complete for now	01-09-20	Lessons are only on 1:1 basis so litter pick arrangement in place to cover booking fee	TC will monitor for when restrictions lift NFA under this minute
C&C 11-02-20	119. Café Licence	RESOLVED to renew licence following annual review meeting				Meeting was not held due to unexpected matters taking priority and then LCC went in to lockdown	To complete asap TC will monitor for when this is possible to sign NFA under this minute
C&C 11-02-20	128. Happy to Chat bench	RESOLVED		SBC confirmed this can proceed with social distancing guidelines being followed			Promotion to commence once COVID restrictions lift TC will monitor NFA under this minute
C&C 29-09-20	12 Societies	RESOLVED not to permit Society bonfire		Complete	30-09-20	Societies advised	NFA
C&C 29-09-20	15 Festive Lighting	RESOLVED to proceed with the displays and festoon proposal		Project went live 29 th November	29-11-20	A review will be undertaken post event	NFA under this minute

Committee	Minute No. and Subject	Action Required	RO	Completion status	Completion Date	Outcome	Forward Action Required
C&C 29-09-20	25. Budget 2021/22	RESOLVED budget 2		Complete	29-09-20	Recommendation to F&G	NFA under this minute



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Chairman: Cllr Paul Gilson
Vice Chairman: Cllr Andy Wilkins
Town Clerk: Helen Symmons *PSLCC*

To: Southend District Commander; Chief Inspector Ian Hughes;
Cllr Ron Woodley, Southend Borough Council, Cabinet Member for Transport, Capital & Inward Investment;
Cllr Martin Terry, Southend Borough Council, Cabinet Member for Safety & Customer Contact;
Cllr Ian Gilbert, Southend Borough Council, Leader of the Council;
Essex Crime Commissioner Roger Hurst;
Chief Constable BJ Harrington

2nd October 2020

Reference: Cliff Parade, Leigh-on-Sea, Essex

Dear Gentleman

I am writing to you in my capacity as Chairman of Leigh-on-Sea Town Council. I was elected to speak and represent the residents of Leigh and that is what I am about to do.

On 30th August, Bank Holiday Sunday at approximately 6pm, a young man died after losing control of his motor bike while performing wheelies along Cliff Parade. Tragic as it is, it was not unexpected. Residents have been warning about the lack of policing and the need for traffic calming measures for years. Southend Borough Councillors from all parties have tried to get something done along this stretch. All to be told that accident records do not warrant any traffic calming measures if no one has died. Nothing has been done except for the road being re-marked. Safety measures taken to prevent accidents are paramount in every other business and occupation, but it appears that in road safety these steps and protocols do not apply.

The events of the 30th August started around 2pm. Riders of quad bikes and motor bikes had been driving back and forth doing wheelies or racing most of the afternoon. This has been happening on a regular basis for months and furthermore, cars race along this same stretch later on in the evening. Eye witness accounts have reported seeing cars pass each side of the island at the south end of Grand Drive as they race each other. One resident has said his trousers were touched by a car travelling on the wrong side of the road as he crossed the road. The drivers proceeded to stick their fingers up at him.

After the crash, a helicopter, as many as five ambulances and umpteen police cars turned up. Sadly, despite their best effort the young man passed away. While this was going on one resident claimed that a queue had formed to collect drugs.

One would have hoped that this would have been the end of the event. However, the next day, the deceased's friends turned up to pay their respects. By early evening up to 30 cars and many motor bikes (40 were counted by one resident) were parked around the crash site. Cars were on double yellow lines and the motor bikes were parked in drive ways and front gardens. The cars were clearly obstructing the road and making driving for other road users dangerous as they were being forced into the middle of the road. Flares were lit and tributes

placed around the lamp post. Gardens were used as toilets and chaos ensued as motor bikes did wheelies in the crowd. Officers were in attendance but were told to keep a low profile and no vehicles were removed or tickets given. This went on until late.

Again, one would have hoped that this was the end of the tributes - but no.

They came again on the following Saturday from around mid-afternoon and the numbers grew. At around 8pm the road was closed by the police. Vehicles and people were blocking safe passage past the site. An officer told me they would only be there for a further fifteen minutes at about 8.15pm.

Fireworks and Chinese lanterns were released and more wheelies were performed. The vigil carried on until 2am. The filth and drug paraphernalia were all around the cliff top the next morning. MacDonalds and Kentucky fried chicken boxes and wrappers were everywhere (this is significant as we do not have these outlets in Leigh).

Cliff Parade is just a part of a race track. On a bad day, it starts at Leigh station and through to Chalkwell station. We now have a beacon for others to come and perform in front of.

In desperation, the residents have turned to Leigh-on-Sea Town council for help and answers. In addition to numerous phone calls, I have also had emails, letters and pictures of the events. In my opinion it is unacceptable for residents to live under these circumstances every day. There have been several vehicles that have lost control at this very site and ploughed through the gardens opposite. It is a miracle that more people have not been killed.

My questions:

- Why has nobody listened or acted on our worries and concerns over the dangers that these drivers pose?
- What steps are being taken to address the problem now someone has died?
- Why was this event allowed to continue late into the night twice?
- Why were no tickets issued?
- How much has this event cost us in money, resources and the loss of respect for Southend Borough Council and the police?
- Why do the residents have to foot the bill to police a mob from outside the town?

As I said at the beginning of this letter, my role as Chairman of Leigh-on-Sea Town Council is to represent the local residents and play an active role in ensuring that our town is a safe and pleasant place to live. The incidents described above are, at best, completely anti-social and criminal in nature, and, at worst, pose a serious danger to local people and visitors to the area. This stretch of road needs policing and traffic calming measures as a matter of urgency in order to prevent similar incidents and accidents. Our local residents deserve better than what is happening now.

I look forward to receiving your response.

Yours sincerely,

Cllr Paul Gilson
Chairman of Leigh-on-Sea Town Council.

c.c. Sir David Amess MP



Cllr Paul Gilson
71-73 Elm Road
Leigh on Sea
Essex SS9 1SP

Essex Police
Operational Policing Command
Holts Lane
Waltham Road
Boreham
Essex CM3 3BG

4th November 2020

Dear Councillor Gilson

Cliff Parade, Leigh on Sea, Essex

I refer to your correspondence addressed to The Chief Constable which has been forwarded to myself as The Head of Roads Policing.

Firstly, I apologise for the delay in responding however I wished to seek comments and observations from Chief Inspector Ian Hughes in relation to the matters raised.

I understand that a local community meeting has taken place on November 3rd to discuss this matter and several other local issues.

As the tragic loss of life is still under investigation, I am not in a position to cover the actual events surrounding the collision or draw any conclusions, however I would like to cover more general issues relating to road user behaviour and measures to mitigate risks identified to public safety.

From information received from Chief Inspector Hughes, local officers responded to several calls in response to the memorial gatherings, and consideration had been given to the use of additional policing powers by adopting a local dispersal order. Due to the nature of the event it was deemed that this would have little impact upon the gathering.

Additional Roads Policing units were used that weekend to cover several potential high-risk events involving young drivers / riders including a similar memorial gathering in Thurrock and intelligence to suggest a large-scale car cruise event in Harlow.

We have several Policing Operations that look to mitigate the behaviour you have described; however longer-term solutions need to be sought such as the introduction of additional average speed detections systems. Such systems supported by appropriate traffic management are proven to mitigate the level of risk.

Southend Borough Council, as the local Highway Authority, would be the appropriate authority to seek further advice on the placing of an average system.

Essex Police also provides an opportunity for any local footage obtained by CCTV, Dash cam etc. to be forwarded for further investigation by Essex Police. Footage can be downloaded via The Safer

Essex Roads Partnership Website under "Extra Eyes". This could include footage taken from the local Southend CCTV camera network capturing incidents of poor / dangerous road user behaviour.

Approximately 170 road users are prosecuted each month following such submissions.

Whilst I will look to provide additional speed enforcement into the area by Roads Policing Officers, I would also like to make you aware of other schemes we currently operate in partnership with Maldon District Council and Brentwood Borough Council, which involves their respective street wardens being provided with additional policing powers to enforce speed limits within their district or Borough using Home Office Type Approved equipment.

I hope the above may provide you with some level of reassurance moving forward.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Adam Pipe', with a stylized flourish at the end.

Adam Pipe
Head of Roads Policing
Operational Policing Command

COMMUNITY & CULTURE COMMITTEE					2020/21					
INCOME	Budget 2020/21	Income Received	Balance	% Received	EXPENDITURE	Earmarked Reserves	Budget 2020/21	Expenditure	Balance	% Spent
Leigh Community Centre	£ 132,000.00	£ 5,660.50	£126,339.50	4.29%	Leigh Community Centre	£ 23,119.88	£ 56,700.00	£ 24,108.87	£ 32,591.13	42.52%
LTC Use of LCC	£ 20,000.00	£ -	£ 20,000.00	0.00%	Community Centre Staffing		£ 134,500.00	£ 55,152.82	£ 79,347.18	41.01%
Friends of LCC					Friends of LCC	£ 1,021.41		£ -		
Allotments	£ 19,000.00	£ 19,736.63	-£ 736.63	103.88%	Allotments	£ 5,780.47	£ 31,850.00	£ 18,781.62	£ 13,068.38	58.97%
Community Facilities		£ -	£ -		Community Facilities	£ 14,434.65	£ 14,200.00	£ 5,502.87	£ 8,697.13	38.75%
Council H&WB Programmes	£ 13,000.00	-£ 200.00	£ 13,200.00	-1.54%	Council H&WB Programmes	£ 7,886.30	£ 46,300.00	£ 17,703.03	£ 28,596.97	38.24%
Environment Facilities & Services		£ -			Environment Facilities & Services	£ 7,859.00	£ 21,050.00	£ 6,862.50	£ 14,187.50	32.60%
					Community Partnership Programmes	£ 7,500.00	£ 5,000.00	£ -	£ 5,000.00	0.00%
					Community Services Funding	£ 5,900.00	£ 5,500.00	£ -	£ 5,500.00	0.00%
Govt. Grant re COVID-19		£ 27,000.00			Committee Staffing		£ 11,500.00	£ 5,863.40	£ 5,636.60	50.99%
Insurance Claim Roof		£ 2,265.00								
TOTAL COMMITTEE INCOME	£ 184,000.00	£ 54,462.13	£ 129,537.87	29.60%	TOTAL COMMITTEE EXPENDITURE		£ 326,600.00	£ 133,975.11	£ 192,624.89	41.02%

COMMUNITY CENTRE DETAILED BUDGET					2020/21					
INCOME	Budget 2020/21	Income Received	Balance	% Received	EXPENDITURE	EMR B/F	Budget 2020/21	Expenditure	Balance	% Spent
					CC General	£ 23,120.00				
Room Hire	£ 132,000.00	£ 5,660.50	£ 126,339.50	4.29%	Business Rates		£ 8,500.00	£ -	£ 8,500.00	0.00%
LTC Building Contribution	£ 20,000.00		£ 20,000.00	0.00%	Insurance		£ 3,000.00	£ 2,726.70	£ 273.30	90.89%
Insurance Claim (roof)	£ -	£ 2,265.00	-£ 2,265.00		Utilities		£ 16,300.00	£ 7,516.84	£ 8,783.16	46.12%
Grants Received		£ 27,000.00			Cleaning & Waste / H&S		£ 7,500.00	£ 2,130.40	£ 5,369.60	28.41%
TOTAL INCOME	£ 152,000.00	£ 34,925.50	£ 144,074.50	22.98%	Advertising		£ 1,000.00	£ -	£ 1,000.00	0.00%
					Building Security		£ 1,500.00	£ 1,787.67	-£ 287.67	119.18%
					Miscellaneous		£ 2,500.00	£ 673.76	£ 1,826.24	26.95%
					Licences & Professional Fees		£ 2,900.00	-£ 663.91	£ 3,563.91	-22.89%
					IT & website		£ 1,500.00	£ 790.40	£ 709.60	52.69%
					Contingencies		£ 2,000.00		£ 2,000.00	0.00%
					Operational Maintenance*		£ 10,000.00	£ 9,147.01	£ 852.99	91.47%
					TOTAL EXPENDITURE		£ 56,700.00	£ 24,108.87	£ 32,591.13	42.52%

ALLOTMENTS DETAILED BUDGET					2020/21					
INCOME	Budget 2020/21	Income Received	Balance	% Received	EXPENDITURE	EMR - B/F	Budget 2020/21	Expenditure	Balance	% Spent
Manchester Drive Rent	£ 8,300.00	£ 8,089.00	£ 211.00	97.46%	Maintenance Costs	£ 3,620.19	£ 2,500.00	£ 381.38	£ 2,118.62	6.23%
Leigh Site Rent	£ 3,600.00	£ 2,974.55	£ 625.45	82.63%	Waste Clearance/Tree Work		£ 5,000.00	£ 3,233.33	£ 1,766.67	
Marshall Close Rent	£ 500.00	£ 438.00	£ 62.00	87.60%	ASA Leigh Site		£ 1,600.00	£ 1,200.00	£ 400.00	75.00%
Non Resident Allotment levy	£ 3,000.00	£ 2,176.66	£ 823.34	72.56%	ASA Manchester Drive		£ 3,000.00	£ 2,250.00	£ 750.00	75.00%
Manchester Drive Water	£ 2,300.00	£ 2,641.17	-£ 341.17	114.83%	ASA Marshall Close		£ 500.00	£ 375.00	£ 125.00	75.00%
Leigh Water	£ 1,200.00	£ 1,177.25	£ 22.75	98.10%	Capital Expenditure	£ 2,160.28	£ 1,000.00	£ 825.00	£ 175.00	26.11%
Marshall Close Water	£ 100.00	£ 645.00	-£ 545.00	645.00%	Affiliations		£ 100.00	£ 55.00	£ 45.00	55.00%
Keys		£ 55.00	-£ 55.00		Water Rates		£ 3,500.00	£ 1,610.10	£ 1,889.90	46.00%
Tenancy Deposits		£ 1,540.00	-£ 1,540.00		Keys & Refunds			£ 35.00	-£ 35.00	
					Tenancy Deposits			£ 485.00	-£ 485.00	
					MDAS Commission / Allotments IT		£ 900.00	£ 474.50	£ 425.50	52.72%
					Associated staffing costs		£ 13,750.00	£ 7,857.31	£ 5,892.69	57.14%
TOTAL INCOME	£ 19,000.00	£ 19,736.63	-£ 736.63	103.88%	TOTAL EXPENDITURE		£ 31,850.00	£ 18,781.62	£ 13,068.38	58.97%
					Will not apply as new admin systems adopted					