



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 Doug Cracknell | **Vice Chairman:** Cllr Keith Evans

Town Clerk: Helen Symmons PSLCC



Members are requested to attend a meeting of the
COMMUNITY & CULTURE COMMITTEE
of Leigh-on-Sea Town Council
on **Tuesday 10th August 2021** commencing at **7.30 pm.**
at Leigh-on-Sea Community Centre, 71-73 Elm Road,
Leigh-on-Sea, SS9 1SP

Committee Membership

Cllrs: David Bowry, Doug Cracknell, Keith Evans, Anita Forde (Chairman), Emma Mills, James Preston, Emma Smith, Mike Wells and Andy Wilkins (Vice Chairman)

Helen Symmons

Helen Symmons PSLCC
Town Clerk
5th August 2021

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

AGENDA / BUSINESS TO BE TRANSACTED

1. CHAIRMAN AND HOUSEKEEPING ANNOUNCEMENTS
2. APOLOGIES FOR ABSENCE
Cllr Forde gave her apologies prior to publication of the Agenda
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE COMMUNITY & CULTURE COMMITTEE [8TH JUNE 2021](#)
5. PUBLIC REPRESENTATIONS
6. TOWN CLERK'S REPORT ([Appendix 1](#)) page 6

LEIGH COMMUNITY CENTRE

7. FACILITIES REPORT

The replacement emergency external staircase has an installation date 17th August. Rotten windows will be replaced in Room 7 and the 1st floor corridor from the refurbishment budget. The work will have to be undertaken at a weekend to avoid minimal disruption to hirers.

8. BOOKINGS REPORT

Signs of recovery are beginning to show and indicated below (comparison has been made with 2019 pre-COVID):

	June 19	June 21	July 19	July 21
No. of bookings	381	211	257	246
Income	£9,126.02	£6,305.76	£6,487.91	£6,974.50

9. LORNA & LOTTIE'S REPORT

As the Community Centre gets busier, then this is reflected in the business of the café. Music evenings are being introduced again with sensible precautions being taken. As the café only re-opened recently there are no financial figures to report as yet.

10. ARTS GROUP REPORT

The Artist in Residence (AIR) has settled in well to the attic and has been holding small group and one-to-one sessions. She has organised a number of free events that are taking place over the summer, and so far, these have been well attended.

There is currently an exhibition running on the Art Wall in the Centre, entitled "Art in the Attic" showcasing the work of the current and past AIR as well as the students they have taught. This will be on display until 17th September.

Open Arts will be hosting an exhibition from 20th September – 25th October. Open Arts is a community arts and health programme, which helps manage and maintain mental health and wellbeing through creativity. The group will be showcasing work they created during lockdown.

The Café area now has had its own hanging system installed. Artists who exhibit here are adhering to the Council's terms and conditions for the Art Wall, but the schedule of exhibitions will remain the responsibility of the café staff.

We have been working closely with the Leigh Branch of the Royal British Legion to support their Poppy Trail project to celebrate the RBL Centenary. 100 MDF poppies will be decorated by local artists, groups and schools and be displayed throughout Leigh, in Leigh Library Gardens, Leigh Community Centre and local shops during the Remembrance Tide (30th October – 14th November.)

The Arts Group have been looking into the idea of running regular poetry nights in the café. We have several local writers/performers interested in taking part and will be holding an interim meeting to discuss the development of this project over the summer, with a view to launch in the autumn.

The newly proposed co-options for the Art group – Sharon Henson, Ed Harper and Jill Adair were contacted several times but no response has been received.

The next full Art Group meeting will be held on 30th September, 7.30pm at Leigh Community Centre.

ALLOTMENTS

11. ALLOTMENTS REPORT

There was limited attendance at the Allotment Association Liaison Group meeting with no Councillors in attendance. The project to increase the number of potential allotment plots is on hold due to holidays of various parties to the project. The first cultivation check was made and on inspection 6 weeks later, 3 termination notices were issued.

COMMUNITY FACILITIES

12. SKATE PARK

The Street Art Wall is now installed and work continues on the seating area refurbishment at the park. The Town Clerk has made the suggestion to various associated parties and to Councillors who are involved at the skate park through their children about forming a 'Friends' group to include some of the youth who use the park. Investigations are taking place to ascertain interest.

13. STRAND WHARF

Some maintenance work is required to sections of the bench seating and this is being investigated.

The LED lighting on the Wharf is not operational due to vandalism. An insurance claim is being submitted.

The picture below shows how the lighting should look.



14. PADDLING POOL ([Appendix 2](#)) page 7

HEALTH & WELLBEING PROGRAMMES

15. EVENTS

Punch and Judy Puppet Show – Tuesday 24th August, 10.00-10.30am and 11.00-11.30am

Two Punch and Judy puppet shows have been arranged for the morning of Tuesday 24th August 2021 from 10am. This is a free event for local residents and their families to enjoy on Strand Wharf, Old Leigh. Families are asked to bring their own picnic blankets.

Merchant Navy Day – Friday 3rd September, 11am

The Town Council will be holding their flag raising ceremony on Strand Wharf at 11am on Friday 3rd September, to commemorate Merchant Navy Day. VIP guests, including the Sea Scouts, local fishermen, Southend Councillors for Leigh, Southend Mayor and Sir David Amess are invited to attend with Father Clive of St Clements Church leading prayers during the ceremony.

Library Gardens Festive Light Walk

A working group has been set up with Friends of Leigh Library gardens and other key community groups or volunteers to discuss initial plans for the Christmas season.

16. COUNCILLOR MOTION – BUNTING WORKSHOPS ([Appendix 3](#)) page 11 **DECISION ITEM**

17. FARMERS' MARKET

The Farmers' Market reopened last month coinciding with its 21st birthday. It was a successful event with many of the new stall holders subsequently signing up for a stall for all remaining markets this year. Officers are still looking for a farm meats stall to replace a previous stallholder who has since retired but welcomed new sellers including flowers, jams and marmalades, cakes, truffles, sausages and pies.

There is no August market and the September market will open with a first Saturday date 4th September.

18. COMMUNITY TRANSPORT AND SOCIAL CLUB

Members have continued to enjoy the Keeping in Touch magazine and positive feedback is consistently received about the content. Now that things have started to reopen, this is being sent out every other month. The latest issue included a survey to gain members thoughts about returning to the club and the trips. Most members are feeling quite positive and are looking forward to getting out and having something to do.

The club will relaunch on Wednesday 15th September at a new time slot of 12pm – 1.30pm, with lunch included (optional) and a schedule of activities. It will continue to take place on the first and third Wednesday of the month. Members will have to book in advance with regards to catering.

Officers have secured the use of a minibus through the Scouts who are happy to let the Council hire with a volunteer driver and will be booking some trips after the summer holidays.

19. CHILDREN'S SCHOOL HOLIDAY PROGRAMME

There will be a free arts and crafts session with The Art Ministry on 10th August and a free puppet show on Strand Wharf on 24th August. An online booking system has been trialled for the arts event, which has worked very well with minimal administration, the event was fully booked after a few days.

An email was sent to the mailing list with events and things to do in Leigh and Southend, signposting a number of different activities including Friends of Library Gardens free events, SMOCK Art Club, Bricks 4 Kidz, Belfairs Woodland Centre, Create 98, Little Pickers children's' litter picking group, and the Libraries Reading Challenge.

ENVIRONMENT FACILITIES & SERVICES

20. CHRISTMAS LIGHTING AND HANGING BASKETS

Nothing to report on Christmas lighting but the hanging baskets have been in situ for a month and growing nicely. Annoyingly the contractor did not place them as requested and we have been negotiating for their correct siting but not having any success at present.

21. COUNCILLOR LITTER PICKS

Contact has been made with Make Southend Sparkle who can provide all equipment and also take rubbish away after the litter picks. A schedule of dates will be confirmed and Councillors can choose which to attend. We will release online polls each month so residents can vote which areas need attention. That said, it is felt that the first litter pick should be in support of Operation Union that the Council are a part of in making waterfront areas safer.

COMMUNITY PARTNERSHIP PROGRAMMES

22. SPECIAL CONSTABLES

Our Community Special Constable is currently working with Southend Police towards becoming independent. No operational date has been given at present but it is hoped that he will visit part of Leigh during his accompanied training to become familiar with the areas and community groups.

23. YOUTH CLUB AND YOUTH GROUP

A Youth Group meeting was held 19th July and is reported as follows:

Present: Cllr Anita Forde, Alison Garner, Sacha Edwards, Esme (Ex Youth Forum Member). Staff: Abbie & Sophie

- *The youth forum will go back to meeting monthly on the 2nd Thursday of the month, from 5pm – 6pm in room 6, with the first meeting on the 9th September. It will follow the same format as before, but will just be a case of getting in new members as most of the previous members are now too old and have gone on to university.*
 - *The posters for the youth forum will need updating. Francesca did these previously, so will check if she has time to add the new dates. Would also like to include the following 2 phrases - 'free refreshments available' and 'learn new skills through our guest speakers each month'.*
 - *The posters will be sent through to local secondary schools, followed by a telephone call to ensure they have received the email and it will be sent out to students. Anita to action this, once the poster has been updated. It would also be beneficial to send across to career advisors in schools and promote the skill building part of the youth forum.*
- *A representative from Bar N Bus will be invited to speak at an upcoming youth forum.*
- *The youth club has been back up and running for 4 weeks with the timings amended slightly (4.30pm – 6.30pm for 8 – 11 year olds and 7pm – 9pm for 12 – 16 year olds). The most that have attended session 1 to date are 8 children, although there are currently 20 children on the books. Only 2 of these children used to attend pre-covid, so it is a case of starting again and building up numbers again. There club is now closed in August but will recommence September.*

COMMUNITY SERVICES FUNDING

24. FIRST AID POST

A planning application is in the process of being submitted by Southend Borough Council.

FINANCE

25. COMMITTEE BUDGET REPORT 2021/22 ([Appendix 4](#)) page 13

CONSULTATIONS

26. SOUTHEND BOROUGH COUNCIL – PARKS AND OPEN SPACES

The style of the survey is aimed at individuals, therefore it is recommended that Councillors complete this survey individually. <https://yoursay.southend.gov.uk/parks-and-open-spaces>

COUNCIL AND COMMITTEE DECISIONS FOLLOW UP RECORDS 2021/22

Committee	Minute No. and Subject	Completion status	Completion Date	Outcome	Forward Action Required	Responsible
C&C 08-06-21	11. Water Rates	RESOLVED water charges as recommended	08-06-21	Will be advised to plot holders with rent letters September 2021	NFA	

[Agenda](#)



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LEIGH BEACH PADDLING POOL

REPORT 2770/HS

HISTORY

In 1997 Leigh Town Council submitted a planning application to construct a paddling pool with a concrete retaining wall between the first two groynes east of Bell Wharf. This did not progress because it was hoped that a cycle track would be built along the route of the cinder path which if to happen the pool would need to be re-sited or destroyed. Clearly this never happened and in 2003 the Council put the idea 'back on the agenda' having renewed the planning consent in 2002. However, it was costed that the original idea would be around £170,000 – way above the Council's means.

In 2007, a resident John Porter offered the Council £10,000 to build a pool near Leigh beach in memory of his late wife. Mr Porter asked for the pool to be built based on his drawing and location and a new plan was formed to put an 18" barrier between the end of a wooden groyne and a concrete hard jetty. This would trap water at high tide. Valves would be installed to allow for the pool to be emptied and cleaned as necessary.

A new planning application had to be submitted (07/01769) and this was done along with the necessary applications to Natural England and the Environment Agency. The site of the new pool was to be 50 metres from the original proposed location in 2002. Natural England imposed the condition that construction could only take place between April and September due to the effect on overwintering birds.

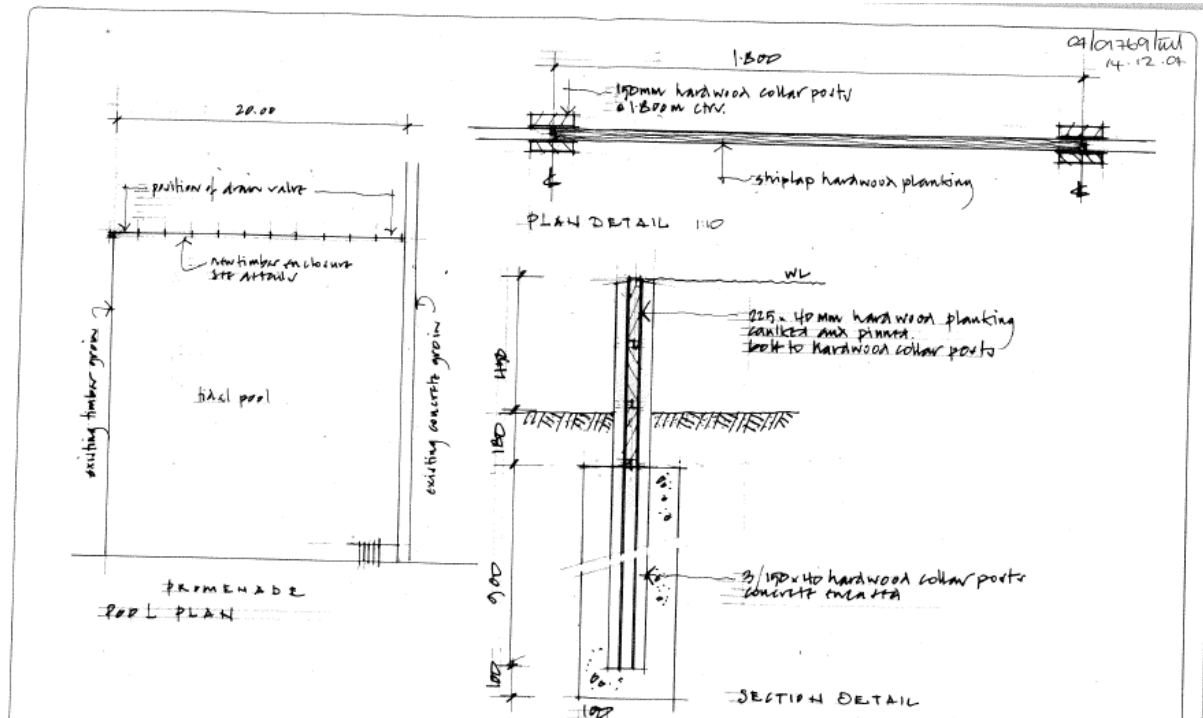
DESIGN OF THE POOL – from the planning application

A wooden barrier perpendicular to the end of the first wooden groyne, joining it to the concrete 'hard' (about 20 metres away). The barrier would be made watertight, as would the groyne to which it is attached. This would retain the water when the tide goes out, enabling younger children to paddle. The maximum height is 450 mm (about 18ins) above mud level, with supporting collar posts sunk just over a metre into the ground into concrete.

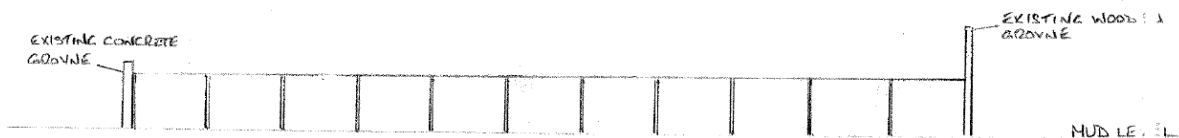
The wooden boarding across the end will be in harmony with the wooden groyne, and is a natural product in an environmentally sensitive area.

The height of the boarding, at 450 mm, related to the gradient of the mud, means there will be no loss of beach at low tide.

The pool will be completely covered at high tide, and will, with the motion of the water, be self-cleaning as far as water is concerned. However, there will also be two valves to empty the pool manually for proper cleaning.



ELEVATION FROM SOUTH AT LOW TIDE.



AT HIGH TIDE THE ENCLOSURE WILL BE SUBMERGED

CONSTRUCTION AND MAINTENANCE

Ready Metal Co. Ltd were contracted for the work at a cost of £9,400 which commenced April 2008. Construction completed in July 2008 but there were some teething troubles which were addressed through the introduction of additional membranes to keep the water in.

There is documentation asking Ready Metal Co Ltd to undertake an annual check in 2009 but no further information in files thereafter.

In 2017 Southend Borough Council agreed to dredge the paddling pool and made no charge. In June 2017 they also replaced the pool liner and the pool floor was trimmed. This is confirmed in writing to the Facilities Manager.

In October 2019 advised that the pool was leaking. This was due to a bung being stolen. This was replaced with a steel bung to ensure it lasted and was fitted early 2020.

In 2020 Facilities Manager advised that pools were dredged Spring annually by SBC.
Paddling Pool 1st stage



Paddling Pool 2nd stage



Paddling Pool at opening



CURRENT POSITION

In October 2020 Councillor correspondence circulated around the pool and the Town Clerk contacted a private contractor to obtain a quote for dredging the pool as there was a question mark over the information the ex-Facilities Manager had provided. Bad weather and COVID restrictions hindered this. In March 2021 the contractor confirmed that they did not have the correct equipment to dredge the pool and recommended using the Borough Council contractor.

Since March 2021 the Town Clerk had been trying to obtain the name of the contractor from the Foreshores Office at the Borough Council but received no reply despite chasing on a regular basis since then till June.

In June, a resident advised that the pool was empty. Thinking this might be due to work SBC were about to undertake imminently, I chased again. When it got to July and still no reply had been received, I sent one final message copying in the Portfolio holder at the Borough and Senior Officers. I was delighted to be advised the same day that an immediate inspection had been ordered.

INSPECTION RESULT

Repairs are required to the foreshore groynes which are under the remit of the Borough Council. Until these have been repaired then there is no point in repairing our paddling pool i.e. replacing the backboard and membranes. The repair schedule is that the groyne work will happen over the coming year. In the meantime, SBC have agreed to provide a temporary fix to our paddling pool at Bell Beach and also theirs at Gypsy Bridge. They will install sand bags with a membrane covering. They do not believe this will be a costly exercise and will invoice us for the repair to Bell Beach.

Once the groyne are repaired, Leigh Town Council will be able to undertake the necessary work to provide a permanent repair to the pool.

FINANCIAL

There is an earmarked reserve of £2,659.70 which should cover the cost of the temporary repairs. The Town Clerk can build repair costs in to the budget for 2021/22 and therefore will start obtaining quotes for the pool to be repaired next year as per the planning consent 2007. The quotes will indicate the budget allocation which will be approved via the budgeting process.

[Agenda](#)

Leigh Town Council

MEETING Date: C&C 10/08/2021

Proposed Cllr Smith
Seconded Cllr Cowell

Agenda Item:	To consider promoting sustainable bunting for the town in the run up to the Queen's Jubilee, as opposed to the plastic bunting used in 2020 which caused pollution and looked unsightly when left up.
Background Information:	<p>The town looked beautiful in 2020 as many streets embraced bunting to celebrate the anniversary of VE Day and bring some colour to the town in the wave of the Covid pandemic.</p> <p>We received news coverage and it really lifted the spirits, however it also meant many people were using nylon bunting which frayed and caused many particles to blow into the air, and very likely into our estuary.</p> <p>It was also difficult to take down and became wrapped around poles and windows - some of it still remains.</p> <p>As it's likely residents will want to celebrate the Queens' Jubilee in 2022, we thought it was worth considering ways of bringing colour to the town in a more sustainable and positive way.</p> <p>We would like to explore the opportunity to put on workshops in association with some local businesses to encourage use of fabric which is less likely to cause environmental issues. It would also encourage recycling of old materials, and promote wellbeing in the community by aligning LTC to some active workshops that bring the community together.</p> <p>Ideally, we would also want to make this family friendly to encourage children to take part.</p> <p>We feel this would be a positive way to encourage residents to participate in something that will bring colour and good news to Leigh on sea, engage them in a creative exercise, engage families and also give councillors an opportunity to take part and meet members of the community that wouldn't necessarily attend council meetings.</p>
Background Documents:	N/a
Costs:	<ul style="list-style-type: none"> - Materials (although we could encourage people to donate old table clothes, clothing etc), - Potential fees to the businesses who are taking part to cover materials and their time (could we charge residents a small fee to cover these costs), - Room hire for when the sessions take place <p>Staff have obtained quotes for a bunting workshop provided by a local company and approximate cost is £80 per 2 hour session (in addition to room hire) for up to 20 people. To hold a series of these would be possible.</p>

<p>Strategic Plan:</p>	<ul style="list-style-type: none"> • Remain pro-active in assisting Southend-on-Sea Borough Council with the rejuvenation of Leigh Library Gardens through the Friends of Leigh Library Garden Campaign - <i>we could create some bunting for the gardens</i> • Launch a Friends of Bonchurch Park campaign with the help of Southend-on-Sea Borough Council - <i>we could create some bunting for Bonchurch park</i> • Raise awareness, promote and enhance Council events, activities and markets in the Town - <i>enhancing and diversifying events</i> • Promote Leigh-on-Sea Town Council and local environmental issues with engagement at events - <i>a chance to talk about sustainability</i>
<p>Recommendation</p>	<p>To resolve that Bunting Workshops can be held early 2022 with a budget of £1000 to encourage as many residents/streets to take part and to vire £1000 from H&W General Events which Council agreed to use for events for 2020/21.</p>

[Agenda](#)

COMMUNITY & CULTURE COMMITTEE											
INCOME	Budget 2021/22	Income Received	Balance	% Received		EXPENDITURE	Earmarked Reserves	Budget 2021/22	Expenditure	Balance	% Spent
Leigh Community Centre	£ 60,000.00	£ 13,724.29	£ 46,275.71	22.87%		Leigh Community Centre	£ 23,119.88	£ 54,400.00	£ 12,948.14	£ 41,451.86	23.80%
LTC Use of LCC	£ 10,000.00	£ -	£ 10,000.00	0.00%		Community Centre Staffing		£ 123,000.00	£ 35,385.22	£ 87,614.78	28.77%
Friends of LCC						Friends of LCC	£ 1,021.41		£ -		
Govt. Grant re COVID-19		£ -									
Allotments	£ 20,650.00	£ 329.00	£ 20,321.00	1.59%		Allotments	£ 7,280.47	£ 28,700.00	£ 6,701.73	£ 21,998.27	23.35%
Community Facilities	£ 1,000.00	£ 929.66	£ 70.34			Community Facilities	£ 14,434.65	£ 10,650.00	£ 2,168.98	£ 8,481.02	20.37%
Council H&WB Programmes	£ 4,750.00	£ 1,001.00	£ 3,749.00	21.07%		Council H&WB Programmes	£ 17,886.30	£ 32,900.00	£ 6,240.26	£ 26,659.74	18.97%
Environment Facilities & Services	£ 1,400.00	£ -				Environment Facilities & Services	£ 12,359.00	£ 18,162.00	£ 3,512.00	£ 14,650.00	19.34%
						Community Partnership Programmes	£ 7,500.00	£ 5,000.00	£ 1,542.00	£ 3,458.00	30.84%
						Community Services Funding	£ 2,788.00	£ 5,700.00	£ -	£ 5,700.00	0.00%
						Committee Staffing		£ 15,000.00	£ 3,790.08	£ 11,209.92	25.27%
TOTAL COMMITTEE INCOME	£ 97,800.00	£ 15,983.95	£ 81,816.05	16.34%		TOTAL COMMITTEE EXPENDITURE		£ 293,512.00	£ 72,288.41	£ 221,223.59	24.63%