



Leigh-on-Sea Town Council



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

MINUTES OF A MEETING COMMUNITY & CULTURE COMMITTEE
TUESDAY 18th JUNE 2019
LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Keith Evans, Anita Forde, Alan Hart, Carole Mulroney (Chairman), Caroline Parker, Mike Wells and Andrew Wilkins

In attendance: Helen Symmons (Town Clerk), Sophie Partridge (Apprentice Receptionist & Administration Assistant)

The meeting opened 7.30pm

1. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all to the newly structure committee meeting and the appropriate housekeeping announcements were made.

2. APOLOGIES FOR ABSENCE

Cllrs: Jill Healey and Vivien Rosier

3. DECLARATION OF MEMBERS' INTERESTS

Cllrs Evans and C Mulroney declared non-pecuniary interests as members of Southend Borough Council in any agenda item relating to Strand Wharf, the Skate Park and Leigh Community Centre where the Borough Council are Landlords

4. APPROVAL OF MINUTES OF THE MEETINGS OF 16th APRIL & 2ND APRIL 2019

The minutes of the Environment & Leisure meeting 16th April 2019 were amended as stated at Council 14th May 2019 and then were **AGREED** and signed by the Chairman as a true and accurate record of the meeting.

The minutes of the Community Facilities Committee meeting 2nd April were **AGREED** and signed by the Chairman as a true and accurate record of the meeting.

5. PUBLIC REPRESENTATIONS

There were none.

6. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

LEIGH COMMUNITY CENTRE

7. FACILITIES REPORT

The Committee **NOTED** the refurbishment, remodel and phase 2 reports.

8. REPORT FROM BOOKINGS/ADMINISTRATIVE ASSISTANT

The Committee **NOTED** the report. Thanks were given to Bookings/Administrative Assistant for the informative style of reporting.

9. LORNA & LOTTIE'S REPORT

The Committee **NOTED** the report.

10. ARTS GROUP REPORT

The Committee **NOTED** the report.

ALLOTMENTS

11. WATER CHARGE 2019/20 & RENT CONFIRMATION 2020/21

The Committee **RESOLVED** the increase water charges for 2019/20 as per Appendix 3 of the Agenda. The rental charges will be invoiced as per the schedule.

12. ALLOTMENT SHED

The Committee **RESOLVED** to accept Quote 2 - £800 + VAT for removal & disposal of asbestos roof sheets and decontamination of any contents.

COMMUNITY FACILITIES

13. SKATEPARK

The Committee **NOTED** the report and the Town Clerk gave a verbal update regarding the Planning Application.

14. STRAND WHARF

The Committee **NOTED** the report. The Chairman advised that she had received a few noise complaints regarding the Hungarian Festival but this finished at 6pm.

HEALTH & WELLBEING PROGRAMMES
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15. COUNCIL EVENTS – REPORT BY ASSISTANT PROPER OFFICER AND ADMINISTRATIVE APPRENTICE

The Committee **NOTED** the reports. The Town Clerk was asked to contact Southend Borough Council as a fee was paid for use of Bonchurch Park but there were numerous complaints at the event regarding the lack of grass cutting. The Town Clerk confirmed that an advance email had been sent to the Parks Department at the Borough advising them of the event.

16. TOWN & PARISH COUNCILS VE DAY 75

The Committee **RESOLVED** to hold a PDG meeting to discuss ideas further. The Town Clerk will organise this.

17. MERCHANT NAVY DAY

The Committee **NOTED** the request.

18. COUNCIL EVENTS AT LEIGH COMMUNITY CENTRE – REPORT BY MARKETING AND PROFILE OFFICER

The Committee **NOTED** the report.

19. LEIGH LIGHTS – REPORT BY TOWN CLERK

The Committee **RESOLVED** the sponsorship promotion regarding light columns.

20. FARMERS' MARKET – REPORT BY ASSISTANT PROPER OFFICER

The Committee **NOTED** the report.

21. COMMUNITY TRANSPORT – REPORT BY MARKETING AND PROFILE OFFICER

The Committee **NOTED** the report.

22. YOUTH GROUP REPORT

The Committee **NOTED** the report and learnt that the Youth Forum had visited the Youth Club and found it very interesting and were pleased to hear that the Oasis Youth café is still taking place every other Friday. As this would not clash with any Thursday provision, the Committee **RESOLVED to recommend to Council** 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. The Committee further **RESOLVED to recommend to Council** that £2,500 of Volunteer Earmarked Reserves be vired to the Youth Club budget.

ENVIRONMENT FACILITIES & SERVICES
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23. HANGING BASKET

The Committee **NOTED** the report and hoped the Christmas Lighting sponsorship would be even more successful.

24. LITTER LESS LEIGH

The Committee **NOTED** the report.

25. FRIENDS OF LEIGH LIBRARY GARDENS GROUP REPORT

The Committee **NOTED** the report and were pleased the project was moving in the right direction. It was noted that the creation of such a group for Bonchurch Park is one of the strategic actions over the next four years.

COMMUNITY PARTNERSHIP PROGRAMMES

26. SPECIAL CONSTABLES

The Committee **NOTED** the report and felt that the recruitment drive by Essex Police had perhaps not helped the volunteer recruitment locally.

COMMUNITY SERVICES FUNDING

27. FIRST AID POST

The Committee **NOTED** the report.

FINANCE

28. COMMITTEE BUDGET REPORT 2019/20

The Committee **NOTED** the report.

CONFIDENTIAL

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

The Committee **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.

30. COMMUNITY TRANSPORT MATTER

The Committee **NOTED** the report and the matter was discussed in full. Following a proposal (Cllr Hart, seconded Cllr C Mulroney) the Committee **RESOLVED** to make a donation of £250 to Wyvern Community Transport.

The meeting closed at 8.30pm