



Leigh-on-Sea Town Council

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

MINUTES OF THE MEETING OF THE ENVIRONMENT AND LEISURE COMMITTEE HELD AT 7.30PM ON TUESDAY 20TH OCTOBER 2015 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Carole Mulrone (Chairman), Madelaine Hanman-Murphy, Jill Adair, Mark Bromfield, Richard Herbert, Valerie Morgan, Vivien Rosier and Jane Ward

Also in attendance: Cllr Helen Robertson, Helen Symmons (Assistant Town Clerk) and two members of the public (Mr & Mrs Brazier from minute 48 to 57 inclusive)

The meeting opened at 7.30 pm

41. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed members to the meeting and reminded them of the presentation at the end.

42. APOLOGIES FOR ABSENCE

Cllrs Patrick Fox and Fr. Clive Hillman

43. DECLARATIONS OF MEMBERS' INTERESTS

Cllr Bromfield declared a non-pecuniary interest as an allotment plot holder and member of LOSALGA for allotment related items and Cllr Adair declared a non-pecuniary interest as an allotment plot holder for allotment related items.

Cllr Carole Mulrone declared a non-pecuniary interest in relation to Strand Wharf as a member of SBC.

44. TO APPROVE MINUTES OF THE MEETING ON 22ND JULY

The minutes of 22nd July 2015 were **AGREED** as a correct record and signed by the Chairman.

45. Under SO 1(a) The Chairman brought agenda item 23 and 24 forward to this point in the meeting.

46. 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 SOs 3(d) and 24 (a) – (contractual)

Cllr Bromfield left the room

Start of confidential business

47. CONFIDENTIAL REPORT 2564

The Committee **RESOLVED** to **RECOMMEND** the report as amended (Report 2564A/AO) to Policy & Resources Committee.

End of confidential business

Cllr Bromfield returned to the room and Mr & Mrs Brazier joined the meeting.

48. CORRESPONDANCE – BONFIRES AT ALLOTMENTS

The Committee **RESOLVED** that this issue be referred to the next allotments PDG for further discussion.

49. MINUTES OF COMMUNITY TRANSPORT TASK & FINISH GROUP

The minutes of the meeting 14TH July 2015 were **NOTED**. The meeting due to take place 13th October 2015 was postponed to 27th October 2015.

50. MINUTES OF OLD TOWN COMMUNITY GROUP MEETING

The minutes of the meeting 14th September 2015 were **NOTED** with a correction to minute 3 in respect that the interest related to Agenda item 7 and not 8 as stated.

51. REQUEST FOR GRANT – LEIGH REGATTA

The Committee **RESOLVED** to give a grant of £500 for 2015 Regatta event.

EVENTS

52. EVENT OFFICER'S REPORT

It was noted that on all official notices and documentation, the Annual Town Meeting will be stated but for marketing material only, to try and encourage a wider audience to the meeting, the term 'Leigh-on-Sea Community Meeting' will be used.

53. EXTERNAL REQUESTS ON STRAND WHARF

Upon completion Strand Wharf, will come under the remit of the Community Facilities Committee as an asset of the Council.

The Committee **RESOLVED** that the recommendation be **REFERRED** to the Community Facilities Committee.

54. EXTERNAL REQUESTS TO USE GAZEBOS

The Committee **RESOLVED** that a lending donation be requested from external borrowers of £25 per small gazebo and £40 per large gazebo.

ALLOTMENTS

55. TASK & FINISH GROUP REPORT 2554

The Committee **NOTED** the report

56. POLICY DEVELOPMENT GROUP REPORT 2562

The Committee **NOTED** the report

57. ALLOTMENT JOB REQUESTS

The Committee were advised that the willow tree work had been completed that day by the Facilities Manager.

The Committee **RESOLVED** that the following jobs be undertaken from the Allotments Maintenance Budget for 2015/16 – Oak Tree Survey, MDAS/LOSALGA shut off valve, fix storage building guttering.

The Committee **RESOLVED** that Marshall Close brook work be held in abeyance pending discussions with the Environmental Agency but subject to a satisfactory outcome, a limit of £300 be approved for materials from Capital Improvements budget for 2015/16.

The Committee **RESOLVED** the following jobs be considered subject to full quotations and that authority be given to the Town Clerk in consultation with the Chairman if the figures do not exceed the recommended budget with funding to be from the Capital Improvements and Capital Equipment Budgets for 2016/17 – LOSALGA fencing, water tanks at Marshall Close, drinking water supply taps.

Mr & Mrs Brazier left the meeting

OTHER E&L MATTERS

58. ENVIRONMENT & LEISURE POLICY DEVELOPMENT GROUP REPORT 2545

The Committee **NOTED** the report with comments on the following items:

SBC have refurbished the playground. Bike Park and Safe Cycling Routes yet to be developed, Town Maps item not moved forward. As such none of the above items have been presented using the assessment template.

The Chairman is still looking at the option of a Youth Café.

Some of the projects overlap with other committees and as such will be progressed through the Major Projects PDG.

The Committee **RECOMMENDED** to Policy and Resources that a Task & Finish Group be formed by their Chairman to consider the branding and logo issues of the Council.

59. ENVIRONMENT & LEISURE BUDGET 2015/16 – Report 2565

The Committee **NOTED** the report with the following comment:

A review of allotment rents for 2016/17 prior to invoices for 2015/16 being sent had not been undertaken as the budgeting for 2016/17 had not been considered at that the July meeting.

60. ENVIRONMENT & LEISURE PROPOSED 2016/17 BUDGETS

Budget figures were considered and discussed. A request will be made later in the year for any underspends in 2015/16 budget to be considered for Earmarked reserves.

PROPOSAL MADE BY CLLR HERBERT, SECONDED CLLR BROMFIELD:

That a contingency of £1000 for allotments be included in the budget

On being put to the vote the proposal was **lost**.

The Committee **RESOLVED** that any additional requests for funds during the year should be applied for from Reserves.

The Committee **RESOLVED** to **RECOMMEND** the proposed 2016/17 budget figures as prepared to Policy & Resources Committee.

61. REQUESTS FOR GRANTS

The Committee recognised that other Parish and Town Councils make this provision and have appropriate Grant Aid Policies.

The Committee **RECOMMENDED** that as the Community Centre bursary arrangements falls under the remit of the Policy & Resources Committee that a Grant Aid scheme be **REFERRED** to P&R Committee for their consideration and management.

62. EVENTS T&FG MEETING

The Committee **RESOLVED** that a meeting be held on Thursday 21st January 2016 at 2 p.m.

63. HERITAGE ASSETS

The Committee **NOTED** the report

64. PROMOTION OF THE ARTS

Cllrs Adair, Rosier and Ward expressed an interest in being part of the proposed group in addition to the Chairman and Vice Chairman. Cllr Herbert expressed an interest in the promotion of performing art together with Cllr Dec Mulroney who had also expressed an interest.

It was **RESOLVED**

- A. That a task and finish group comprising the Chairman, Vice Chairman and Cllrs. Jill Adair, Richard Herbert, Dec Mulroney, Vivien Rosier and Jane Ward be appointed to carry out an in depth study of the provision for the arts in Leigh and the potential for the promotion of the arts by the Council.

The remit of the group shall be

1. To canvass public opinion, both in the centre and externally, on how the Council could assist and supplement the 'arts' agenda within Leigh
2. To establish a database of arts related organisations and groups within Leigh and canvass their opinion on the same issues.
3. As a result of the outcome of the above, and if found to be appropriate for the Council, to make fully costed recommendations to the Committee for consideration, taking account of staff time and resources.
4. To investigate funding streams and grant assistance available for the arts

- B. That a budget of £150 from the General Services budget head be allocated for this project

Cllr Hanman-Murphy did not take part in this item but remained in the meeting

65. LEIGH COASTAL COMMUNITIES TEAM BRIEFING

Giles Tofield from the Cultural Engine was introduced and a presentation followed. Following consultation with many groups and individuals in the area, a local economic plan is to be submitted to Government in January 2016. The next meeting for the Leigh Communities Team is 13th November.

The Committee **RESOLVED** that the Chairman of the Council be appointed as the LTC representative to the Team.

The meeting closed at 9.42 pm