



# Leigh-on-Sea Town Council

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Chairman: Cllr Valerie Morgan  
Vice Chairmain: Jill Healey  
Town Clerk: Helen Symmons

MINUTES OF A MEETING ENVIRONMENT AND LEISURE COMMITTEE  
TUESDAY 16<sup>th</sup> APRIL 2019  
LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Keith Evans, Anita Forde (from minute 100), Valerie Morgan, Carole Mulroney and Caroline Parker

Also in attendance: Abbie Cotterell (Assistant Proper Officer)

***The meeting opened at 7.30 pm***

96. CHAIRMAN'S OPENING REMARKS AND HOUSEKEEPING ANNOUNCEMENTS

The Chairman welcomed all and the appropriate housekeeping announcements were made.

97. APOLOGIES FOR ABSENCE

Cllrs: Jill Healey and Declan Mulroney

98. DECLARATIONS OF MEMBERS' INTERESTS

***None.***

99. TO APPROVE MINUTES OF THE MEETING ON 19<sup>TH</sup> FEBRUARY 2019.

The minutes of 19<sup>th</sup> February 2019 were **AGREED** as a correct record and signed by the Chairman.

***Cllr Forde joined the meeting.***

100. PUBLIC REPRESENTATIONS

There were none.

101. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

**EVENTS**

102. MERCHANT NAVY DAY – **Agenda Item 7**

The Committee **RESOLVED** to fly the Red Ensign on the Strand Wharf flagpole on Tuesday 3rd September with a small flag-hoisting ceremony inviting key local contacts.

**ALLOTMENTS**

103. ALLOTMENT ASSOCIATIONS LIAISON GROUP MEETING– **Agenda item 8**

The Committee **NOTED** the report.

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104. ALLOTMENT SHED – **Agenda item 9**

The Committee **RESOLVED** to obtain quotations to remove the shed professionally.

**COMMUNITY TRANSPORT TRIPS SCHEME**

105. ADMINISTRATION REPORT BY MARKETING AND PROFILE OFFICER

The Committee considered whether they wish to consider extending the scheme in some way to non-residents of the parish and **RESOLVED** to leave the membership criteria as it is. Once a reliable supply of drivers have been obtained this could be relooked at.

**FARMERS' MARKET**

106. ADMINISTRATION REPORT BY ASSISTANT PROPER OFFICER

The Committee **NOTED** the report

**OTHER E & L MATTERS**

107. CHRISTMAS LIGHTING INFRASTRUCTURE – COLUMN TESTING

The Committee **RESOLVED** to accept the quotation of £3,500 + VAT with an appropriate movement of Earmarked reserves at the end of the year to cover the full cost.

108. LITTER LESS LEIGH

The Committee **NOTED** that the next meeting date will be published on the Council's website as soon as advised.

109. FRIENDS OF LIBRARY GARDENS

The Committee **RESOLVED** a Friends of Library Gardens Working Group be formed with the ability to co-opt those external volunteers wishing to contribute.

The Committee **NOTED** the next confirmed meeting dates of the 'Friends of Library Gardens.

**FINANCIAL**

110. COMMITTEE BUDGET REPORT 2018/19

The Committee **NOTED** the report

**CONFIDENTIAL**

111. 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 3(d) other special reason

112. ALLOTMENTS DISPUTE WORKING PARTY RECOMMENDATION – **Agenda item 17**

The Committee **RESOLVED** that the tenancy be terminated for a further breach of the tenancy agreement and as recommended by the Allotment Dispute Working Party advice sought with regards to the best course of action to return the tree to the rightful plot.

113. UNAUTHORISED BONFIRE OF ALLOTMENT TENANT – **Agenda item 18**

The Committee **RESOLVED** to issue a final warning to the plot holder. A letter will be sent/displayed on the allotments informing all plot holders that a final warning has been issued

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regarding unauthorised bonfires and that this is a final warning to all plot holders. Any tenant having an unauthorised bonfire will have their tenancy terminated being in breach of the tenancy agreement.

**The meeting closed 8.21 p.m.**