



# Leigh-on-Sea Town Council

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

MINUTES OF A MEETING OF LEIGH-ON-SEA TOWN COUNCIL  
TUESDAY 18<sup>th</sup> SEPTEMBER 2018  
LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Valerie Morgan (Chairman), Jill Adair, John Duprey, Keith Evans, Patrick Fox, Gerry Glover, Jill Healey (Vice-Chairman), Ron Owen, Caroline Parker and Vivien Rosier.

Also in attendance: Rev. Andrew Cowley (Leigh Road Baptist Church), Councillor Bernard Arcscott (Southend Borough Council) and Helen Symmons (Town Clerk)

Prior to the meeting, Rev. Andrew Cowley provided an informative insight to the Council of the work of Oasis Café and in particular its suspended meals scheme and Friday evening youth café for older children. He then led the Council in prayers

***The meeting opened 7.30 p.m.***

49. THE CHAIRMAN'S OPENING REMARKS INCLUDING HOUSEKEEPING ANNOUNCEMENTS

The Chairman thanked Rev. Cowley for enlightening the Council on the work of the Café and hoped to visit soon. Following the appropriate housekeeping announcements, she gave an overview of all her engagements since the last Council meeting. Recently she had presented a certificate to the First Aid Post in the Old Town to St John Ambulance, recognising the partnership working with the Town Council for 20 years in providing the first aid facility at Bell Wharf beach. She was delighted to have attended Belfairs & Darlinghurst Academics' 'Shaping the Future' sessions within the last few days. Finally the Chairman asked Councillors to advise who would be attending the St Clements Remembrance Service in November so she could keep the British Legion informed with regard to seating.

50. APOLOGIES FOR ABSENCE

Cllrs: Mark Bromfield, Anita Forde, Fr. Clive Hillman, Carole Mulroney and Declan Mulroney

51. DECLARATION OF MEMBERS' INTERESTS

***None were made.***

52. APPROVE MINUTES OF THE PREVIOUS MEETING

The minutes of 17<sup>th</sup> July were agreed and signed by the Chairman as a true and accurate record.

53. PUBLIC REPRESENTATIONS

The Council **NOTED** the positive comments.

54. SOUTHEND BOROUGH COUNCIL

Cllr Bernard Arcscott gave an update on the CCTV situation and confirmed that the tendering process was underway and early in 2019 should be installed. There is to be a parking consultation to obtain views regarding a permit scheme in roads mainly off Broadway. More waste bins have been requested for the area in the next financial year. Finally regarding

licensing issues, Cllr Arscott would like Councillors to advise any residents to contact the Borough Council team at the time by telephoning the switchboard, holding on the line and being taken to the out of hours service.

55. QUESTIONS FROM COUNCILLORS (for which written notice has been received)

There were none

56. TOWN CLERK'S REPORT

The Committee **NOTED** the report

<b>COMMITTEES</b>
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57. COMMITTEES

To receive the Minutes of Committees for 2018/19 and report 2700/I&E

- a) Planning Committee – Cllr Healey presented the minutes of [24<sup>th</sup> July](#), [14<sup>th</sup> August](#), [28<sup>th</sup> August](#) and [11<sup>th</sup> September](#) 2018

There were no direct recommendations to Council

- b) Community Facilities Committee – Cllr Owen presented the minutes of [7<sup>th</sup> August 2018](#)

There were no direct recommendations to Council

- c) Environment & Leisure – Cllr Morgan presented the minutes of [21<sup>st</sup> August 2018](#)

There were no direct recommendations to Council

- d) Staffing Committee – Cllr Fox presented the minutes of [5<sup>th</sup> July 2018](#)

There were no direct recommendations to Council.

- e) Policy & Resources – In the absence of the Chairman and Vice Chairman of the Committee, Cllr Morgan presented the minutes of [4<sup>th</sup> September 2018](#)

**RECOMMENDATIONS TO COUNCIL –**

- Minute 27 – Review of Volunteer Policy – **RESOLVED**
- Minute 34 – To Approve Expenditure (report 2700/I&E) – **RESOLVED**

<b>DECISION ITEM</b>
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58. OPTION TO TAX THE LEIGH COMMUNITY CENTRE IN RESPECT OF VAT

The Council **RESOLVED** that:

- a) Leigh-on-Sea Town council opt to tax the Leigh Community Centre with effect from 18<sup>th</sup> September 2018
- b) That the Town Clerk (also Responsible Financial Officer) be authorised to undertake such actions as may be necessary, including the signing of all forms and correspondence for submittal to HMRC in respect of this Option to Tax.

59. LOW EMISSION STRATEGY – CONSULTATION 2018

The Council discussed this in great depth with the Town Clerk recording the Councillors' responses to the consultation questions. The Town Clerk will formulate a Council response from these and submit to the Borough by the deadline.

60. STRATEGIC PLAN AND COUNCIL ACTION PLAN

The report was **NOTED** and dates circulated for the next meeting to further discuss the proposed Committee structure. In view of the importance to Council it was hoped that as many Councillors as possible try their best to attend.

<b>FOR NOTING</b>
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61. ANNUAL RETURN

The Council **NOTED** the report.

62. LEIGH ROAD BY-ELECTION

The Committee **NOTED** the report

***The meeting closed at 8.07pm***