



Leigh-on-Sea Town Council

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Chairman: Cllr Paul Gilson | **Vice Chairman:** Cllr Andrew Wilkins

Town Clerk: Helen Symmons PSLCC



MINUTES OF COUNCIL MEETING HELD REMOTELY TUESDAY 23RD MARCH 2021

Present: Cllrs: David Bowry, Vinice Cowell, Keith Evans, Anita Forde, Paul Gilson (until minute 96), Alan Hart, Jill Healey, Carole Mulrone, Damian O'Boyle (from minute 96 until minute 103), Emma Smith, Mike Wells (during minute 91) and Andy Wilkins

Also in attendance: Helen Symmons (Town Clerk) and 6 co-option candidates

Prior to the meeting Fr. Clive Hillman said prayers.

MINUTES

The meeting opened at 7.30 pm

91. CHAIRMAN'S VIRTUAL MEETING PROTOCOL ANNOUNCEMENT

Cllr Gilson advised that due to ill health he was not able to chair the meeting. Cllr Wilkins as Vice Chairman of Council undertook the role of Chairman for the meeting, reading the protocol announcement.

A minutes silence was held in respect of those who had lost their lives due to COVID it being the anniversary of the first lockdown and it was agreed that the meeting would pause at 7.55 pm to enable all to attend the national doorstep shine a light marking of reflection vigil at 8 pm

92. APOLOGIES FOR ABSENCE

Cllr Cracknell

93. DECLARATION OF MEMBERS' INTERESTS

Cllrs Evans and Mulrone declared a non-pecuniary interest as Southend Borough Councillors and Cllr Mulrone also for item 22 as one of the nominations was known to her. Cllrs Cowell, Gilson and Smith declared non-pecuniary interests in agenda item 6 with co-option candidates being well known to them. Cllrs Cowell, Gilson and Smith declared they would not take part in this item.

94. APPROVAL OF THE MINUTES OF THE MEETING 19TH JANUARY 2021 AND EXTRA ORDINARY MEETING 1ST MARCH 2021

The minutes of the meetings were agreed and will be signed by the Chairman at the next possible physical meeting of Council.

95. PUBLIC REPRESENTATIONS

There were none.

96. CO-OPTION OF COUNCILLOR FOR ST CLEMENTS WARD

Cllrs Cowell, Gilson and Smith left the meeting

Four of the co-option candidates made their presentations

The meeting paused.

8.06 pm the meeting resumed

A further two co-option candidates made their presentations.

There were no questions from Councillors and the candidates were nominated en bloc

Cllr O'Boyle joined the meeting but took no part in the voting procedure

Emma Mills received the most votes in the final round. Arrangements will be made for the co-opted Councillor to sign the Declaration of Acceptance of Office witnessed by the Town Clerk adhering to social distancing. Once this had been signed Emma Mills will then lawfully be able to take part in meetings.

Cllrs Cowell and Smith re-joined the meeting

Cllr Gilson gave his apologies and left the meeting

All co-option candidates left the meeting except Emma Mills

97. SOUTHEND BOROUGH COUNCIL

Cllr Mulroney in her capacity as a Borough Councillor advised that the budget for Southend Borough Council had been approved and gave an outline of what is included in the budget. She also reported that the Green City Action Plan along with the new Tree Policy had also been approved. Cllr Evans in his capacity as a Borough Councillor advised that speeding and dog excrement are the two main issues with residents in the Leigh Town Council area and reminded Councillors to report anything that they see.

98. QUESTIONS FROM COUNCILLORS

There were none.

99. TOWN CLERK'S REPORT

The Town Clerk provided a verbal update on the EALC Executive Committee and Safer Southend Stakeholder meeting attended that day and updated that Cllr Cowell had undertaken Cllr training days in January and February 2020 which would be added to the training records. All reports were noted.

COMMITTEES/PDGS AND REPRESENTATIVE REPORTS

100. COMMITTEES FOR – **Agenda Item 10**

- a) The minutes of the Planning, Licensing & Highways Committee as per the agenda were presented. There were no recommendations.
- b) The minutes of the Community & Culture Committee as per the agenda were presented. Cllr Mulroney asked a question regarding minute 69. Cllr Forde advised the meeting had gone well. There were no recommendations.
- c) The minutes of the Staffing Committee as per the agenda were presented. There were no recommendations.

- d) The minutes of the Finance & Governance Committee as per the agenda were presented
Minute 32 – Lone Worker Policy
RESOLVED to adopt the Policy

Minute 33 – Risk Management Strategy
RESOLVED to adopt the Strategy

Minute 34 – Risk Register
RESOLVED to adopt the Register

Minute 35 – Governance Statements
RESOLVED to adopt the Statement together with each individual accounting statement. The accounting statements were read individually and a resolution made after each statement.

Minute 36 – CIL PDG

RESOLVED the following:

Table Tennis Table and multi-use picnic table for Bonchurch Park (subject to approval by Southend Borough Council) £2,995 + VAT

Two multi-use picnic tables for Library Gardens (subject to approval by Southend Borough Council) £1,500 + VAT

Skate Park refurbished seating area £14,000

Minute 42 – Approve Expenditure
RESOLVED the expenditure

Minute 45 and 46 – Earmarked Reserves
RESOLVED the EMR movements

101. COVID EMERGENCY FUND

Council **NOTED** the application and decision of the Panel.

102. COVID EMERGENCY FUND PDG – **Agenda Item 11**

Following a proposal (Cllr Cowell, seconded Cllr Smith) Council **RESOLVED** an amendment to the Policy as follows:

‘Organisations intending to support or opposereligion or disability **and other protected characteristics as defined by the Equality Act**’

Council **RESOLVED** the amended Policy and Application.

103. REPRESENTATIVE REPORTS

Cllr O’Boyle as representative on the Airport Consultative Committee spoke of the work that had done on the complaints issue for Southend Airport and air quality which was presented to the Consultative Committee. There is concern about the new complaints system being introduced by the airport. Cllr Mulrone in her Borough Councillor capacity will take this up as she was aware of complaints already about the system.

ADDITIONAL DECISION ITEMS

104. ESSEX ASSOCIATION OF LOCAL COUNCILS (EALC) – **Agenda Item 14**

Cllr O’Boyle left the meeting

The request was discussed fully but all agreed that there was no need to proceed with a presentation. EALC would be invited to put any points they wished for members to know in an email.

105. COMMITTEE VACANCIES – **Agenda item 15**

Cllr Mulroney was appointed to the Staffing Committee and new Cllr Mills appointed to the Planning, Highways & Licensing Committee

FOR NOTING / CONSIDERATION

106. COUNCIL BUDGET 2020/21 AS AT 12TH MARCH 2021

Council **NOTED** the Budget update

107. TIMETABLE OF MEETINGS

Council **NOTED** the draft timetable and Town Clerk report regarding remote meetings.

108. ANNUAL TOWN MEETING

Council **NOTED** the report

109. GDPR FOR MEMBERS

Council **NOTED** the report

110. COPY OF FINAL COUNCIL BUDGET 2021/22

Council **NOTED** the link

CONFIDENTIAL

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

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. VOLUNTEER OF THE YEAR – **Agenda item 22**

Council **RESOLVED** a winner from the nominations received.

113. GOOD FOR LEIGH AWARDS – **Agenda item 23**

Council **RESOLVED** the winners.

The meeting closed at 9.19 pm