



# 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 A MEETING FINANCE & GOVERNANCE COMMITTEE  
TUESDAY 4<sup>TH</sup> MAY 2021  
HELD ONLINE

Present Cllrs: David Bowry, Doug Cracknell, Jill Healey, Carole Mulroney (Chairman) and Andy Wilkins

In Attendance: Helen Symmons (Town Clerk)

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

47. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed all to the meeting and reminded members of the online protocol for meetings.

48. APOLOGIES FOR ABSENCE

Cllr Forde

49. DECLARATION OF MEMBERS' INTERESTS

Cllr Mulroney declared a non-pecuniary interest in agenda item 19 as a member of one of the groups listed.

50. APPROVAL OF THE MINUTES

The minutes of the meeting 2<sup>nd</sup> March 2021 were **AGREED** and will be signed when physical meetings reconvene.

51. PUBLIC REPRESENTATIONS

There were none.

52. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

**POLICY DECISIONS**

53. SOCIAL MEDIA, EMAIL AND INTERNET POLICY - **Agenda item 7**

The Committee **RESOLVED with recommendation to Council** the reviewed policy.

54. REVIEW OF STANDING ORDERS – **Agenda item 8**

The Committee **RESOLVED with recommendation to Council** the reviewed Standing Orders.

55. REVIEW OF FINANCIAL REGULATIONS – **Agenda item 9**

The Committee **RESOLVED with recommendation to Council** the reviewed Standing Orders

56. TERMS OF REFERENCE -**Agenda item 10**

The Committee **RESOLVED with recommendation to Council** the reviewed Terms of Reference.

<b>RESOURCES</b>
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57. COMMUNITY ENGAGEMENT PDG – **Agenda item 11**

The Committee **NOTED** the report and following a proposal (Cllr Healey, seconded Cllr Cracknell) **RESOLVED with recommendation to Council** to hold an online forum for residents and later in the year when appropriate to do so, hold an awards evening to present 2020 and 2021 Good for Leigh Awards along with Volunteer of the Year and to use the Annual Town Meeting budget for the event.

58. LTC MAGAZINE

The Committee **NOTED** the report.

<b>FINANCIAL</b>
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59. COMMITTEE AND COUNCIL ACCOUNTS AS AT 31<sup>ST</sup> MARCH 2021

The Committee **NOTED** the accounts.

60. QUARTERLY FINANCE CHECK

The Committee **NOTED** the report

61. BANK RECONCILIATION CHECK

The Committee **NOTED** the report.

62. TO NOTE INTERNAL ACCOUNT TRANSFERS AND APPROVE EXPENDITURE SINCE THE LAST MEETING – **Agenda item 16**

The Committee **NOTED** the transfers and **RECOMMENDED** the expenditure to Council.

63. COUNCIL BANK ACCOUNT BALANCES AS AT 21<sup>ST</sup> APRIL 2021

The Committee **NOTED** the balances

<b>CONFIDENTIAL</b>
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64. 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)

65. GRANT AID AWARDS – **Agenda item 19**

The Committee **RESOLVED** the following awards:

The Hoy at Anchor Folk Club	£500 (room hire at LCC)
Phoenix Rangers	£330 (Hoodies and hall hire of local campsite)

Royal British Legion – Leigh	£500 (Centenary projects incl.room hire at LCC)
Lower Thames Rowing Club	£500 (Room hire at LCC)
Four Oars Rowing Club	£500 (Refurbishment of an area for junior members)
Southend in Sight	£500(Leigh residents ‘talk and support’ calls)

The Committee deferred making a decision for Incredible Edible Leigh on Sea as more information was required. The Committee **RESOLVED** that the Town Clerk in consultation with the Chairman of the Committee be delegated to review and decide upon the application once the further information was received.

***The meeting closed at 8.06 pm***