



# Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP | Tel: 01702 716288  
council@leighonseatowncouncil.gov.uk | www.leighonseatowncouncil.gov.uk

**Chairman:** Cllr Bernard Arscott | **Vice Chairman:** Cllr Sandra McCurdy

**Town Clerk:** Helen Symmons PSLCC



## **Minutes of the meeting of the Finance & Governance Committee Held on Tuesday 12 December 2023 at 7.30 pm. at Leigh-on-Sea Community Centre, 71-73 Elm Road, Leigh-on-Sea, SS9 1SP**

Present:

Cllr B Arscott - presiding

Cllr O Cartey  
Cllr A Robinson  
In Attendance -

Cllr S McCurdy  
Cllr J Lloyd

G Lopes (Locum Clerk & Minute taker)  
14 x public

### **1) Chairman's Welcome & Housekeeping Announcements**

The Chairman welcomed all to the meeting.

### **2) Apologies For Absence**

Apologies For Absence were received and accepted from the following members:  
Cllr R Arscott      Cllr J Garston      Cllr C Lambert      Cllr J Suttling

### **3) Declarations of Members' Interests**

Declarations of Interests were received as follows –  
Cllr Cartey – Southend City Councillor

(Cllr Mulroney was in attendance and wished it noted she was a Southend City Councillor)

### **4) Minutes of the last meeting held 8 November 2023**

On the motion of Cllr Arscott, seconded by Cllr McCurdy, it was **RESOLVED** to accept and approve the Minutes of the Finance & Governance Committee held 8 November 2023 as a true and accurate record of the meeting subject to the minor amendment below –

**Min 2 - ~~delete~~ "Carty" – ~~add~~ "Cartey"; ~~delete~~ "Arscott" – ~~add~~ "R Arscott"**

### **5) Public Participation**

On the motion of Cllr Arscott, seconded by Cllr McCurdy, it was **RESOLVED** to invite members of the public to speak – see Public Participation notes

### **6) Grant applications**

There was some brief discussion regarding the grant applications and noted one application had requested an amount above the grant limit.

On the motion of Cllr Arscott, seconded by Cllr Cartey, it was **RESOLVED** to approve the grant funding of £224 to SABUG.

On the motion of Cllr Arscott, seconded by Cllr Robinson, it was **RESOLVED** to approve the grant funding of £500 to Lower Thames Rowing Club.

On the motion of Cllr Arscott, seconded by Cllr Cartey, it was **RESOLVED** to approve the grant funding of £500 to Yantlet Residents Garden Group.

On the motion of Cllr Arscott, seconded by Cllr McCurdy, it was **RESOLVED** to approve the grant funding of £210 to Leigh on Sea SEND Families Support Group.

On the motion of Cllr Arscott, seconded by Cllr McCurdy, it was **RESOLVED** to approve the grant funding of £500 to 1<sup>st</sup> Chalkwell Bay Brownies. (To confirm at least 50% of members are from Leigh)

On the motion of Cllr Arscott, seconded by Cllr Robinson, it was

**RESOLVED** to approve the grant funding of £500 to Southend Safe Spaces.

**ACTION: CLERK/ARFO**

### **7) Draft Budget 2024/25**

The Chairman advised the Committees had met and considered the budget requirements except for Planning, however, the Chairman had been consulted and was in agreement with the figures.

The Assistant Responsible Finance Officer had been very helpful in compiling the figures presented and advising on reserves and spend to date. The Chairman thanked her for her help and efforts.

On the motion of Cllr Arscott, seconded by Cllr McCurdy, it was

**RESOLVED** to accept and approve the budget sheet presented which reflected a standstill budget from the previous financial year, with the exception of a 5% increase to cover staffing costs and the NJC increments.

**ACTION: CLERK/ARFO/ALL CLLRS**

### **8) Date Of Next Meeting**

The Budget and Precept will be presented at the Full Council meeting on 16 January 2024.

Meeting closed at 8.05pm

## **Public Participation**

The Chairman invited members of the public to speak and points raised included the following –

- Residents' petition was noted and also it was on Facebook, the Chairman had asked for it to be removed from the site
- Concerns regarding the Minutes presented – Noted they were produced by the previous Locum Clerk
- Several queries regarding the budget figures – confirmed the figures were available on the Council website and were static from last year except for staff costs which were increased, expected a surplus at end of year
- Query why the grant applications were not being considered in a closed session which excluded the press and public – advised it was a requirement for Council to itemize grant funding and for it to be available to the public, the grants could be considered with the public present, however, confidential data exempt under GDPR could not be made available but a list of the applications was available to the public and is on the Council website
- The Chairman was asked if he was aware one of his chosen charities ??? was closing – The Chairman confirmed he was aware
  
- Several members of the public asked for confirmation of when the Audit of Accounts Report undertaken in November would be available to the public – Advised all members of the Council would be sent the document first and it would be formally presented for acceptance at the January Full Council meeting
- Request for apology to staff – staffing matters are confidential and cannot be discussed