



Leigh-on-Sea Town Council

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Chair: Councillor Bernard Arscott | **Vice Chair:** Councillor Sandra McCurdy



Minutes of the Council Meeting Leigh on Sea Town Council
held on Tuesday 25 June 2024 at 7.30pm
at Leigh-on-Sea Community Centre, 71-73 Elm Road SS9 1SP
Formal acceptance to take place at the next Council meeting

Present:

Chair: Councillor B Arscott

Councillor Dr D Bowry
Councillor C Mulroney

Councillor J Garston
Councillor Dr A Robinson

Councillor J Lloyd
Councillor J Suttling

Clerk of the meeting: Mrs T Melhuish
Public: 44

193 Apologies for Absence

Apologies for absence were received from Councillors R Arscott, Gilson, Hart, Lambert, McCurdy, Watt

RESOLVED that the apologies be accepted.
Councillors Agdeve and Cartey were absent.

194 Declarations of Members' Interest

Councillor Mulroney declared an other registerable interest in any items on the Agenda relating to her position as a Southend City Councillor.

Councillor Garston declared a non-registerable interest in any items on the Agenda relating to Southend City Council as he is a relative of a Southend City Councillor.

195 Public Participation

A number of members of the public addressed the Council with questions, in accordance with Standing Order 3h. responses were not provided.

196 Confirmation of Minutes

RESOLVED that the Minutes of the Council meeting held on 21 May 2024 be approved.

197 Code of Conduct

Members reviewed the Town Council's current Code of Conduct

RESOLVED that the Council continue to adopt and use Southend City Council's Code of Conduct.

198 Southend City Councillors' Reports (for information only)

Members received verbal reports from the following Southend City Councillors on matters relating to Leigh on Sea:

Councillor Ayles (Belfairs Ward) – pavement conditions, overgrown vegetation, bus shelter damage, parking concerns in London Road, London Road flats development, new North South bus route, planning applications, Leigh Fund update, library gardens, grass cutting and roadside repairs

Councillor Stuart Allen (Leigh Ward) – Leigh Hill development, new administration, anti-social behaviour,

Councillor Mulroney (Leigh Ward) – ward elections held in thirds, full election takes place every 4 years, period of Purdah due to General Election, grass cutting backlog due to reduced staff and problems with machinery.

199 Committee Vacancies

Members considered appointment to the following Committees to fill the current vacancies:

- a. Community and Culture Committee – 1 vacancy
RESOLVED that the vacancy be filled at the next Council meeting.
- b. Planning, Licensing and Highways Committee – 3 vacancies
RESOLVED that Councillors Agdeve and McCurdy be appointed to the Planning, Licensing and Highways Committee and the 1 remaining vacancy be filled at the next Council meeting.

200 Committee and Working Party Meetings

Members noted the following meeting has been held:

- a. Community and Culture Committee meeting 11 June 2024

201 Events Working Party

Further to a meeting of the Community and Culture Committee held on 11 June 2024, Members considered the membership of the Events Working Party.

RESOLVED that Councillors B Arscott, Dr Bowry, Gilson, McCurdy, Mulroney be members of the Working Party and meeting date to be arranged.

202 Appointment of representatives to Outside Bodies

Further to Council Minute 178, 21 May 2024, Members considered appointments to the following outside bodies:

- | | |
|--|---|
| a. Leigh Partnership Group | Councillor Mulroney |
| b. Leigh Port Partnership | Councillor Gilson |
| c. Local Community Police meeting | Councillor Dr Bowry |
| d. Public & Passenger Transport Group | Councillor Hart |
| e. SAVS | Councillor Suttling |
| f. Southend Airport Consultative Committee | Councillor Garston, reserve Councillor Suttling |
| g. Southend Standards Committee | Councillor Dr Bowry and Councillor Suttling |

203 Bank Mandate

Members reviewed the Town Council's current Bank Mandate.

RESOLVED that the HSBC bank accounts and CCLA investment account mandate be Councillors Garston, Lloyd, McCurdy and Suttling – any 2 to sign.

204 Insurance

RESOLVED to defer this item to the next Council meeting.

Following a question raised by Councillor Mulroney, the Chair confirmed the Chair's insignia is currently kept in the locked safe.

Councillor Mulroney requested that the correct insurance cover and the street lamp columns inspections are in place for the hanging baskets.

205 Subscriptions to other bodies

Further to Council Minute 183, 21 May 2024, Members reviewed the Council's subscriptions to other bodies.

Corrections were made to the list, which is to be amended and re-circulated.

206 Annual Governance and Accountability Return 2023-24 (AGAR)

- a. Annual Governance Statement 2023-24 (Section 1 of the AGAR)
- b. Accounting Statements (Section 2 of the AGAR)

Due to an error on the Fixed Assets sum from 31 March 2023 not being carried over correctly, Members **RESOLVED** to defer this item to an extra-ordinary Council meeting to be held on 2 July 2024.

The Clerk of the Meeting informed Members that the 30 June 2024 deadline would therefore not be met.

207 Exclusion of the Press and Public

RESOLVED to exclude the press and public (The Public Bodies (Admission to Meetings) Act 1960) due to the confidential nature of the business to be transacted.

At 8.51pm the members of the public left the meeting.

208 Staffing Matters

The Chair, Councillor B Arscott provided Members with an update on a member of staff who had recently resigned.

RESOLVED that the member of staff's last working day be 15 July 2024.

209 IT Provision

Members received a report on the future IT provision for the Council and considered the quotations provided.

RESOLVED that Ice Connect be appointed as the Town Council's IT provider for a period of 12 months. The current server to be migrated to 365.

Total cost £2,047.20 (inc. vat)

There being no further public business to be transacted, the Chair closed the meeting at 9.20pm.

Signed Chair

Date: 17 September 2024