



Leigh-on-Sea Town Council

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Chairman: Cllr Jane Ward
Vice Chairman: Cllr Valerie Morgan
Town Clerk: Helen Symmons

MINUTES OF A MEETING OF COMMUNITY FACILITIES COMMITTEE
HELD ON 3RD OCTOBER 2017
AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Carole Mulrone (Chairman), Ron Owen (Vice Chairman), Donald Fraser, Jill Healey, Valerie Morgan, Declan Mulrone, Vivien Rosier and Jane Ward

In attendance: Cllr Jill Adair, Helen Symmons (Town Clerk) and Graham Davison (Facilities Manager) from minute 46.

Prior to the meeting, the outgoing Artist in Residence, Mary Lister, presented her legacy piece to the Committee. The Chairman highlighted the community work Mary had undertaken during her residency and hoped that she had benefitted from being the Council's Artist in Residence and that we have helped her in some way to further her artistic progress.

MINUTES

The meeting opened 7.30pm

34. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all and made the appropriate housekeeping announcements. With the important agenda item at the end, the intention of the meeting was not to spend too long on other items unless warranted. The events during the summer on Strand Wharf had proved a success. Cllr Ward as Chairman of the Council announced that she had received the resignation of Karen Bowden from the Council.

35. APOLOGIES FOR ABSENCE

Cllr: Richard Herbert

36. DECLARATION OF MEMBERS' INTERESTS

Cllr Carole Mulrone declared a non-pecuniary interest in Agenda items 8 & 9 that related to Leigh Town Council facilities where SBC are landlords in her capacity as a Southend Borough Councillor. She also declared a non-pecuniary interest in Agenda item 7 as a Committee member of the Leigh Society.

Cllr Declan Mulrone declared a non-pecuniary interest in Agenda item 7 as a Committee member of the Leigh Society.

37. APPROVAL OF MINUTES OF THE MEETING OF 1ST AUGUST 2017

The minutes of the meeting of 1st August 2017 were agreed and signed by the Chairman as a true and accurate record of the meeting.

38. PUBLIC REPRESENTATIONS

There were none

39. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

COMMUNITY FACILITIES

40. LEIGH OLD TOWN PHONE BOX

The Committee **NOTED** the report and the Chairman advised that a further sponsor for next year needed to be sought.

41. SKATE PARK

The Committee **NOTED** the report.

COMMUNITY CENTRE

42. ARTS GROUP

The Committee **NOTED** the report.

43. REPORT ON ADMINISTRATION

The Committee **NOTED** the report and made comment on the high standard of work being undertaken.

44. ROOM HIRE RATES REVIEW – **Agenda item 11**

The Committee **RESOLVED** under their Terms of Reference the rates for 2018/19 and the letter advising of the increase.

45. LEIGH COMMUNITY CENTRE ACCOUNTS 2016/17

The Committee **NOTED** the accounts which would be sent to SBC as landlord. The Chairman noted that fundraising amounts had decreased and advised members of the idea behind this and the fact that it should be member led.

46. FACILITY MANAGER'S REPORT – **Agenda item 13**

The Committee **RESOLVED** the temporary solution to the lantern light issue.

47. LORNA AND LOTTIE'S REPORT

The Committee **NOTED** the report and were delighted that the café is responding to the opportunities from new classes.

FINANCIAL

48. COMMITTEE BUDGET REPORT

The Committee **NOTED** the reports.

49. 2018/19 CFC PROPOSED BUDGET – **Agenda item 15**

The Town Clerk explained the reasoning behind the proposed budget figures and the Committee **RESOLVED to RECOMMEND the budget to P&R for adoption and RECOMMENDATION to Council.**

CONFIDENTIAL

50. MOTION TO EXCLUDE PUBLIC – THE PUBLIC BODIES (Admission to Meetings) ACT 1960

The Committee **RESOLVED** that in view of the business to be transacted, the public and press be excluded and instructed to withdraw – SO3(d) – contractual.

51. ARTS GROUP – ARTIST IN RESIDENCE – **Agenda item 18**

Members read the confidential report and Cllr Rosier and the Town Clerk answered questions raised.

The Committee **RESOLVED** to appoint Leigh Art Trail Artists (LATA) on the basis of the confidential report as the Artist in Residence at Leigh Community Centre for a one year period commencing 1st November 2017.

52. LCC FEASIBILITY REPORT – **Agenda item 19**

The Chairman introduced the agenda item and then handed over to the Town Clerk who presented the reports including her explanatory notes, financial information and the full details of an absent member's suggestions to the Committee.

Members recognised that as both the Town Clerk and Facilities Manager had been working for the Town Council since early 2013 day in day out, they were fully and best placed to know of the issues and concerns surrounding the Centre from a variety of view points.

The Facilities Manager was also asked to provide his view of both the Johnson Gillies feasibility report and the absent member's project suggestions in terms of the workings of the building. As an example of just one of the ongoing issues within the building, he reported that the absent member's suggestion would have a detrimental effect on the existing drainage problem whereas the proposal of Johnson Gillies would relieve this issue. This was just one of the examples where the Johnson Gillies report proved more favourable addressing an ongoing issue in a practical solvable way.

The Town Clerk detailed the financial aspects of the reports and provided a financial 3 year projected feasibility. Aspects of consultation were discussed and members felt that the bigger picture had to be considered in terms of what was needed to be addressed and practically what could be addressed without being extravagant, rather than inviting a raft of ideas that just would not be possible and would lead to a negative impact when unattainable.

Every aspect of the absent member's correspondence was considered and discussed at length by the Committee.

After much consideration and in depth discussion, the Committee agreed that it liked the Johnson Gillies design in principal and **RESOLVED** not to consider other architects having met with three firms prior to undertaking a feasibility study. The Committee further **RESOLVED** to consider a joint refurbishment and repair programme which in time would be **RECOMMENDED** to P&R with full details.

In the meantime, the Town Clerk was requested to raise the items that members felt appropriate to add, consider and amend from the information presented and then arrange a meeting for new reports to be presented by Johnson Gillies.

The meeting closed at 8.45 p.m.