

# Leigh-on-Sea Town Council



71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288  
[council@leighonseatowncouncil.gov.uk](mailto:council@leighonseatowncouncil.gov.uk) [www.leighonseatowncouncil.gov.uk](http://www.leighonseatowncouncil.gov.uk)

Chairman: Cllr Caroline Parker  
Vice Chairman: Cllr Paul Lawrence  
Town Clerk: Paul Beckerson

You are hereby summoned to the meeting of the Leigh-on-Sea Town Council, which will take place on **Wednesday 9<sup>th</sup> October 2013** in Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm** when it is hoped to transact the following business.

## AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. DECLARATIONS OF MEMBERS' INTERESTS
3. APOLOGIES FOR ABSENCE
4. PUBLIC QUESTIONS
5. QUESTIONS FROM COUNCILLORS

Question from Cllr John Wren

That with the financial pressure on all Councils, that Leigh Town Council after the big increase in the precept this year, that vanity projects such as Strand Wharf should be either cancelled, and or vastly scaled down. Given the £74,000 set aside for this project, these funds could be better used by Leigh Town Council?

6. MINUTES OF PREVIOUS MEETING – 11<sup>th</sup> September 2013
7. COMMITTEES  
To receive Minutes of Committees
  - a) Planning Committee - To receive minutes of 10<sup>th</sup> and 24<sup>th</sup> September 2013
  - b) Allotments Committee – To receive minutes of 18<sup>th</sup> September 2013
  - c) Leisure, Foreshore & Environment Committee – To receive minutes of 19<sup>th</sup> September 2013
  - d) Finance & General Purposes - To receive minutes of 1<sup>st</sup> October 2013
  - e) Leigh Community Centre Committee – To receive minutes of 2<sup>nd</sup> October 2013
8. REPORT ON COMPLAINTS DEALT WITH UNDER THE COUNCIL'S COMPLAINTS PROCEDURE Report 2256/TC Deferred from September Council (Appendix 1)
9. FINANCIAL REPORT  
To receive report 2266/I&E – (Appendix 2)
10. MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960  

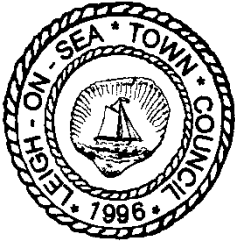
That in view of the confidential nature of the business to be transacted in item 13 the public and press be temporarily excluded and they are instructed to withdraw (SO.1(c)) - (staffing)
11. TO RECEIVE VERBAL REPORT FROM PERSONNEL SUB-COMMITTEE MEETING HELD EARLIER AND TO ACTION ANY MATTERS ARISING AS NECESSARY BY REASON OF URGENCY



Paul Beckerson  
Town Clerk  
5<sup>th</sup> September 2013

**Any member who is unable to attend the meeting should send their apologies before the meeting.**

**DATE OF NEXT MEETING: Thursday 14<sup>th</sup> November 2013**



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Report 2256/TC

## COMPLAINTS RECEIVED AND DEALT WITH JULY – AUGUST 2013

Two complaints were received by the Town Clerk during the summer break, one relating to the misuse of the parking bays for disabled at the front of the LCC and one regarding the actions of a member of staff. Both of the complaints were initiated by Councillors.

### LCC Parking Bays – Complaint by Chairman of Leigh Community Centre Committee

Vehicles without blue badges have parked in the bays. The policy applied by staff is best effort, to deal with the vehicle by placing a notice on the vehicle pointing out that the bay is reserved for disabled parking. There have been a number of incidents where users of the LCC have used the space to unload equipment etc. Where staff have seen this drivers are told to remove the vehicle as quickly as possible. There are vehicles that park overnight presumably who are local residents, again all we can do is put a notice on the vehicle.

The bays are part of public highway and do not come under the control of LTC, and as such are not part of our lease. There are no Traffic Regulation Orders that apply to the parking spaces so they cannot be enforced by Southend Borough Council either. It is believed that the bays were the result of action by SACC.

### Complaint regarding a verbal exchange within the Council Office – Complaint by Chairman of Council

The complaint was not upheld (Confidential Appendix 4)

Paul Beckerson  
Town Clerk  
2<sup>nd</sup> September 2013



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## Income and Expenditure 30<sup>th</sup> Aug – 24<sup>th</sup> Sept 2013 Report 2266/I&E Expenditure incurred under the General Power of Competence

Cheque	Expenditure	Payee	Purpose
<b>Leigh Town Council Cheques</b>			
100740	£69.60	SBC Priory Museum	Community Trip – Entrance & Talk
100741	£101.50	Morley Nurseries	Community Trip – Refreshments
100742	£234.00	AllJay Plastics	Replacement chq for 100736
100743	£150.00	Cash	Petty Cash
100744	£783.36	Accounting Solutions - DCK Beavers Ltd	Provision of VAT Advice
100745	£225.00	Salvation Army	Minibus hire - Community Trips
100746	£264.00	Get Mapping PLC	Parish on Line - Annual Subscription
100747	£84.60	Fulton Paper	Paper
100748	£275.65	Cory Environmental	Garden Sacks and CC Bin Rental
100749	£480.00	ISS Facility	Marshal Close - Vegetation Clearance
100750	£25.80	Joy Watson	First Aid Post - Consumables
100751	£630.00	Apex Aerials	CC Fitting Aerial & areal sockets throughout building
100752	£755.86	HAGS & SMP Ltd	Skate Park Repairs
100753	£333.98	DOTS	Photocopies
100754	£39.48	Acumen Wages Service	Salaries processing – July
100755	£525.00	St John Ambulance	First Aid Post - Staffing
100756	£1052.00	LCA Electrical	Skate Park- Lights (£462.00) CC Fault on Fire Doors (£50.00) CC Raise lights in Room 4 (£402.00) CC 1 <sup>st</sup> Floor Maglock failure (£84.00) CC Disconnect appliances (£54.00)
100757	£40.00	SLCC Essex	Social Media Course – V Moyses

100758	£202.30	Wilkin & Sons Ltd	Community Trip - Refreshments
Payroll Transfer	£15,000.00		Payroll for September

#### Imprest Items

£37.74	HiVis.net	High Visibility Jacket for Allotment Chairman
£21.00	Wilko.com	Clip frames for fire Notices
£60.98	Pest Control Supplies	Bird Free Optical Deterent
£29..99	B & Q	Kitchen Plumbing Items
£359.90	Easygazebo.com	2 Easy Pop-up Gazebos
£82.50	GSB Signs ltd	5 mph signs for Allotments
£189.00	B & Q	CC Kitchen Worktops

#### Direct Debits

£35.00	Information Commission	LTC Data Protection Registration
£762.00	SBC	CC Business Rates
£164.40	British Telecom	LTC Telephone - Line Rental & calls
£511.99	BES Commercial Electricity	CC Electricity
£67.61	The Calls Warehouse	CC Telephone
£2.07	Global Payments	CC Card Processing Charge

#### Leigh Town Council Income

£162,520.50	SBC	Precept
£40.00	Allotment Tenancy Deposits	Plot Holders
£20.00	Allotment Keys	Plot Holders
£205.00	Farmers' Market	Stall Holders
£26.00	Community Transport	Members' Trip Bookings
£10.00	Xmas Lights Donations	Body's Opticians
£247.50	Sale of Green Sacks	Public
£345.00	LOSALGA	Sale of Allotment Equipment

#### Leigh Community Centre Income

£3,400.60	Room Hire	Hirers
£4,558.00	Grant towards Chairs and Portable Signage	Cory Environmental