

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



QUALITY
TOWN
COUNCIL

Notice is hereby given that the next meeting of the **Leisure, Foreshore & Environment Committee** of the Leigh-on-Sea Town Council will take place on **Thursday 21st November 2013**, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm**.

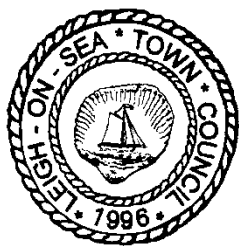
A MEETING OF THE EVENTS WORKING PARTY (LEIGH LIGHTS) WILL BE HELD AT 7PM PRIOR TO THE LFE MEETING

AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETING ON 17th OCTOBER 2013
5. TO NOTE RESIGNATION OF CLLR CLIFF PASSMORE FROM COMMITTEE
6. ITEMS FOR DISCUSSION
 - a) Farmers' Market Working Party Meeting 1st October 2013 – Report 2283/DH (Appendix 1)
 - b) Events Working Party – 17th October 2013 – Report by Cllr P Holden to follow (Leigh Lights)
 - c) Mobile CCTV in Old Town update
 - d) Dog Fouling – Update
 - e) Flower Baskets – Agreement of final positions of flower baskets and any budgetary implications for 2014 – Cllrs Pat Holden and Richard Herbert
 - f) Leigh Maritime – Appointment of representative to replace Cllr Paul Lawrence who has resigned, Cllr Richard Herbert has indicated a willingness to stand.
 - g) Carols on Strand Wharf – Update – Cllr Pat Holden
7. BUDGET Report 2285 – 14th November 2013 – (Appendix 2)
8. EXTRA EXPENDITURE FOR REPLACEMENT DISPLAYS – CONCRETE COLUMNS £2,375

Paul Beckerson
Town Clerk
14th November 2013

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



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Report 2283/DH

FARMERS' MARKET WORKING PARTY - Tuesday 1st October 2013

Present: Cllr Pat Holden, Cllr Donald Fraser, Cllr Paul Lawrence, (part time), David Hammond, Town Clerk

Apologies for absence: Cllr Mark Bromfield, Elaine Crystall

Meeting opened 6.50pm

1. Dates for 2014
It was proposed and agreed that markets will run from February to December, usually on the third Friday of the month. Exceptions will be April due to the timing of Easter, and December which will be on the last Saturday before Christmas. See appendix below for the full list of dates.
2. 2014 market leaflet
It was agreed that the new leaflet will be green.
Content will be basically the same as previously with just alterations to accommodate changes to the list of traders.
It was agreed that quantity to be ordered should be the same as this year (4000), provided price quote is satisfactory. David Hammond to organise
3. Stall rates
These were increased for 2013 so it is not intended to make further changes for next year. There was discussion as to whether to allow a reduction due to the car park charges likely to be incurred by many traders due to the car parking changes as a result of the demolition of the youth centre. However, it is understood that in most market venues the traders have to pay so those that cannot be parked down the side access road will have to pay car park charges. This may be reviewed if the charges are greater than currently envisaged.
4. Trader parking
As intimated above, as soon as demolition allows, as many as possible will be accommodated down the side access road and to the rear of the building, and the later arrivals will have to use the car park.
5. Any other business
It was agreed that an element of the Yardarm Folk Orchestra will be invited to play at the Christmas market.

The meeting closed at 7.12pm

Appendix. 1 Market dates for 2014

Friday 14 th February	Friday 15 th August
Friday 14 th March	Friday 19 th September
Friday 25 th April	Friday 17 th October
Friday 16 th May	Friday 14 th November
Friday 20 th June	Saturday 20 th December
Friday 18 th July	

David Hammond
2 October 2013

LFE Budget 2013/14

Heading	B/F 2012/13	Income Budget	Inc. To Date	Expenditure Budget	Spend to Date	Nett to Date	Balance	% Used
Community Transport*		4,500	1,964.50	11,437	4,005.35	2040.85	4,896	0.00
Flower baskets	600	0		5,500	600.00	600.00	5,500	12.24
First Aid Provision		0	0.00	1,000	1,018.58	1018.58	-19	101.86
Farmers Market*		2,040	1,431.00	2,264	767.44	-663.56	888	0.00
Strand Wharf	73,238	0		0	0.00	0.00	73,238	0.00
Leigh Lights*	271	3,250	2,209.00	19,510	4,193.33	1984.33	14,547	12.20
Skate Park*				6,538	4,083.60	0.00	2,454	62.46
Paddling Pool	1,798	0		0	0.00	0.00	1,798	0.00
Grants to outside organisations		0		1,000	1,128.00	1128.00	-128	112.80
Maritime Festival		0	0.00	1,500	150.00	150.00	1,350	10.00
May Day		0	22.87	500	354.40	331.53	168	66.31
Carols on Strand Wharf		0	0.00	200	21.00	21.00	179	10.50
Easter Event		200	212.31	1,050	800.00	587.69	262	69.14
Coronation Event**	600		185.13	0	772.17	587.04	13	97.84
Good for Leigh			0.00	400	0.00	0.00	400	0.00
Events Equipment**	700			400	1,236.74	1236.74	-137	112.43
Town Guide				400			400	0.00
Community initiatives and recreational facilities				400	2.35	2.35	398	0.59
Staff costs				11,774	7,011.81	7011.81	4,762	59.55
Totals	77,207	9,990	6,024.81	63,873	26,144.77	20,119.96	110,970	15.35
Nett cost				53,883	19,132.96			

* see separate budgets below

**Various

1,300

5,650 Various

4,044.35

110,970 106,208

**LFE Community Transport Budget
2013/14**

Community Transport	B/F 2012/13	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Spent
Staff costs				5127	2,182.05		2,944.95	42.56
Ticket sales		4500	1,964.50		0.00		2,535.50	43.66
Trip costs				3900	393.60		3,506.40	10.09
Minibus hire				1300	497.90		802.10	38.30
CRB checks				200	0.00		200.00	0.00
Petrol & Misc.				280	42.00		238.00	15.00
Refreshments				150	744.80		-594.80	496.53
CTA membership				270	0.00		270.00	0.00
Midas Training				210	145.00		65.00	69.05
Totals		4500	1964.5	11437	4005.35		4,896.15	
Nett cost				6937	Actual	2040.85		29.42

LFE Farmers Market Budget 2013/14

Farmers Market	B/F 2012/13	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Used
Stall hire		2040	1,431.00		0.00		609.00	70.15
Hall Hire				1884	760.32		1,123.68	40.36
Leaflet				380	0.00		380.00	0.00
Farmers Market Pay				0	0.00		0.00	
Miscellaneous				0	7.12		-7.12	
Banners				0	0.00		0.00	
Totals		2040	1431	2264	767.44	-663.56	887.56	
Nett cost				224				

Skate Park Budget 2013/14

Skate Park	B/F 2012/13			Budget Expenditure	Spend to Date		Balance	% Spent
Rent				50	0.00		50.00	0.00
Cleaning				850	794.40		55.60	93.46
Electricity				450	135.13		314.87	30.03
Miscellaneous				110	210.23		-100.23	191.12
Grass Cutting				760	0.00		760.00	0.00
Skate Park Pay				3318	1,928.96		1,389.04	58.14
Skate Park Maintenance				1000	1,014.88		-14.88	101.49
Totals				6538	4,083.60		2,454.40	62.46

LFE Leigh Lights Budget 2013/14

Leigh Lights **	B/F 2012/13	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Used
Column testing				800	3,920.00		-3,120	490.00
Installation and removal				6500	0.00		6,500	0.00
Storage				2000	0.00		2,000	0.00
Replacement bulbs				1100	0.00		1,100	0.00
Electricity	271.33			300	271.33		300	90.44
Traders contributions		2000	1,545.00		0.00		-455	77.25
Switch-on security				2000	0.00		2,000	0.00
Entertainers				1000	0.00		1,000	0.00
Road closures, licences etc.				2610	2.00		2,608	0.08
Charges to stalls, fairs, collections		1250	664.00	700	0.00	664	664	
Capital Renewals				1000	0.00		1,000	0.00
Support columns - erect and remove / Storage				1500	0.00		1,500	0.00
Totals	271.33	3250	2,209.00	19510	4,193.33	1,984	14,547	12.20
Nett cost				16260				