



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 Richard Herbert
Vice Chairman: Cllr Carole Mulroney
Town Clerk: Paul Beckerson

Notice is hereby given that a meeting of the **Environment and Leisure Committee** of the Leigh-on-Sea Town Council will take place on **Tuesday 16th February 2016**, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm**.

AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETING ON 16TH DECEMBER 2015
5. MINUTES OF COMMUNITY TRANSPORT TASK & FINISH GROUP MEETING 12TH JANUARY 2016 (Appendix 1)

EVENTS

6. EVENTS PDG 1ST FEBRUARY 2016 (Appendix 2) – **DECISION ITEM**

ALLOTMENTS

7. ALLOTMENTS PDG – Report 2580 (Appendix 3)
8. BONFIRES ON ALLOTMENTS (Appendix 4) – **DECISION ITEM**

REFERRALS FROM OTHER COMMITTEES

9. CINDER PATH SHELTER – PAINTING WORK – **DECISION ITEM**

From the CFC Agenda 02-02-16

This item is within Highway Infrastructure as at CFC meeting 29th July 2015, Minute 24 authorised up to £1500 from Highways infrastructure budget. Town Clerk report 2552 stated quotes were being obtained and report 2575 stated that work had started. However, although 3 quotes were obtained, all the quotes exceeded the £1500 limit and it would appear it had been overlooked to refer the matter back to this Committee for ratification.

Three quotes were obtained and the cheapest quote was accepted for works of £1850. This excluded the cost of the paint and as such £440 has been paid from the renewals budget to pay for this. This is the budget allocated for those types of work.

It has been recognised however that traditionally, the E&L budget heading Community Initiatives paid for cinder path shelter works (previously Good for Leigh). There is no expenditure planned against this budget of £2000 in the current financial year and therefore to continue with historic budgeting arrangements, it is **RECOMMENDED** that the Committee ratify the cost of the painting works of £1850 and ask E&L Committee to pay this from the Community Initiatives budget.

CFC Meeting 02-02-16 Minute 65

It was reported to the Committee how good the appearance of the shelter is following the work.

The Committee **RESOLVED** to ratify the cost of the painting works of £1850 and that a **REQUEST** be made to E&L Committee to pay this amount from the Community Initiatives budget.

It is **RECOMMENDED** that £1850 be paid from the Community Initiative Budget for the painting works to the shelter.

OTHER E & L MATTERS

10. ENVIRONMENT & LEISURE BUDGET 2015/16 – As at 10th February 2016 (Appendix 5)
11. TO CONSIDER ANY UNDERSPENDS IN 2015/16 BUDGET THAT THE COMMITTEE WISH TO EARMARK AS A RESERVE – **DECISION ITEM**
12. REQUEST FROM SOUTHEND BOROUGH COUNCIL TO REPLACE BUS SHELTER – LEIGHTON AVENUE (with Broadway) – Eastbound – **DECISION ITEM**

Southend Borough Council are currently installing a number of new shelters and real time information screens. They have advised that they have a spare shelter and seek our permission to re-locate the current shelter above to a location of our choice. Leighton Avenue shelter will have this new shelter and real time information screen and all future cleaning, maintenance and ownership will then revert to SBC.

As work will commence mid-March, the matter has been referred to this Committee being the earliest referral Committee on the calendar. According to our records, Station Road and Elmsleigh Drive bus stops had their shelters removed in 2012, but the available space to install a shelter is extremely limited at both sites. It is therefore **RECOMMENDED** that a bus stop in Leigh currently without a shelter but suitable to accommodate the relocated shelter be chosen and that this be done under delegation to the Acting Town Clerk in consultation with the Planning, Highways & Licensing Chairman, CFC Chairman and Facilities Manager.



Helen Symmons
Acting Town Clerk
11th February 2016

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



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 Richard Herbert
Vice Chairman: Cllr Carole Mulrone
Town Clerk: Paul Beckerson



MINUTES OF A MEETING OF THE COMMUNITY TRANSPORT TASK AND FINISH GROUP HELD AT 10.30 AM ON TUESDAY 12th JANUARY 2016 AT THE LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs Donald Fraser and Jill Adair

Also in attendance Vivien Choppen (CTO), Pat Holden, Margaret Cotgrove, Pat Greig, Paul Lawrence

Meeting started 10.31am

19. APOLOGIES FOR ABSENCE

Jan Andrews and Brian Houssart MBE

20. DECLARATION OF MEMBERS' INTERESTS

None

21. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting on 27th October 2015 were agreed by the group and signed by the chairman.

22. MEMBERSHIP UPDATE

The membership of the Community Transport Scheme has increased to 156 members.

23. REPORT ON TRIPS TAKEN SINCE LAST MEETING

a. 26th November - The Christmas Shopping visit to Alton Garden Centre went very well. Members reported that they found the disabled access and facilities well organised and staff most helpful. 17 members went on the trip.

b. 8th & 9th December – Once again Christmas Lunches at the Sarah Moore were a real success. The food was good and the staff looked after everyone very well. Both lunches provided a great opportunity for some 31 members, across the two days, to have a meal together and have a good chat in a friendly atmosphere. The Committee's thanks are extended to Susan Marx in the Office for creating the beautiful place settings and to Pat Holden and Brian Houssart for providing transport for members who could not make their own way to the venue.

c. 11th December – The Mencap Christmas Concert was very good as usual. Tickets for this concert were free, consequently a £50 donation was given to Mencap on behalf of the 17 members that attended.

16. PROGRESS ON ARRANGEMENTS FOR FUTURE EVENTS

To date no arrangements are in place for 2016 trips.

17. FUTURE PROGRAMME OF EVENTS

The Community Transport Officer was asked to organise:

- a. A trip to the Odeon Silver Cinema to see 'The Lady in the Van' on Wednesday 27th January.
- b. A trip to the Cliffs Pavilion to see the Glen Miller Orchestra on Sunday 14th February.
- c. Dependant on the ease of organising our first trip to the cinema and the availability of tickets for the Glenn Miller show, a second trip to the Odeon cinema to see 'Suffragette' on Thursday 25th February was suggested as an alternative to going to the Cliffs Pavilion.

Meeting ended 11.40 am

Vivien Choppen
Community Transport Officer
13th January 2016

Next meeting Tuesday 1st March 2016 at 10.30 am

EVENTS PDG REPORT TO E&L COMMITTEE

a) Leigh Lights Debrief

An internal Safety Advisory Group (SAG) de-brief had been undertaken by the Events Officer and also an external SAG with Southend Borough Council and points noted where improvements could be made. It was recognised that the traffic disruption due to the collapse of the Bell Hotel leading up to the event had been an extraordinary occurrence but the road closure diversions put in place by SBC in conjunction with the existing event TRO were not suitable.

b) Renewal of Christmas Light Contract

Following a review of the current contractor and arrangement, the PDG **RECOMMEND** to E&L Committee that the contract be renewed for a period of 3 years at £9150 per annum. This is based on the existing contract including the extension to the lighting system in Leigh Road and London Road.

c) Light Structure

Following a review of the existing infrastructure, the PDG **RECOMMEND** to E&L Committee to replace the Broadway cross over light display with a coloured non-wording festoon and to introduce a phased programme of new lights with colour to complement the existing motifs. The cost of this will be from Leigh Lights Capital renewals which has a budget of £5,000 for 2016/17.

d) 2016 Lights Event

The group noted the decrease year-on-year with regard to donations from traders, the increasing event costs and the fact that future policing of the event will prove difficult or there may be a cost involved. The majority of event costs relate to road closure and security charges both essential for the current style of event. Investigation had been made into changing the event to ensure continued value for money, but with more of the budget going towards features for the event rather than organising costs. In addition, to involve more community groups in planning and participation and to attract external sponsorship.

The PDG **RECOMMEND** to E&L Committee that the Event Officer continue with research into an alternative Leigh Town Council Christmas event potentially entitled 'Winter Wonder Leigh', which would be held over the weekend 10th and 11th December 2016 incorporating an illuminated light trail through Library Gardens, a road closure in Broadway West only with attractions and linking other areas of the Town to the weekend event.

e) Easter Event – Saturday 19th March 2016

For this year, this event will now be called 'Spring Spectacular' as schools at that point have not broken up for their Easter holidays, but the event will retain an Easter theme. It will be held in the Community Centre only. The Event Officer is working with the Community Centre Administrator on new attractions including a Spring Art competition.

f) Leigh Maritime Festival – Sunday 21st August 2016

Planning will start imminently with the Event Management Plan being prepared.

g) 90 For 90 – Sunday 12th June

This is an event to commemorate the Queen's 90th Birthday. An afternoon tea will be organised within the Community Centre for Leigh Town Council residents who are celebrating their 90th Birthday this year.

h) Queen's 90th Birthday Beacon Lighting

Leigh Town Council has not been chosen as an official beacon point. It was felt logistically, we would be unable to instigate an unofficial beacon lighting.

i) **Bonchurch Park Event**

This had been discussed a while back but at the present time Council staff do not have the capacity to undertake this idea.



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 Richard Herbert
Vice Chairman: Cllr Carole Mulroney
Town Clerk: Paul Beckerson

Report 2580/APDG

ALLOTMENTS POLICY DEVELOPMENT GROUP 12th January 2016

Present: Cllrs Carole Mulroney (Chairman), Jill Adair, Richard Herbert, Valerie Morgan and Jane Ward; Allotment Representatives, Alan Ashdown (LOSALGA), Ashley Hitchcock and Tony Wilson (MDAS), Chantal Griggs and Bob Johnson (MCAA), David Hammond (Leigh Allotments Orchard Group) and Ron Bates

In attendance: Helen Symmons (Allotments Officer)

Apologies: Cllrs Mark Bromfield

The meeting opened at 2.00pm

1. Cllr Mulroney welcomed all and introductions were made to the representatives of the new Marshall Close Allotments Association (MCAA).
2. The formation of MCAA was noted and the group formally welcomed as ASA representatives. LTC have sent a formal thank you to Anne Scobie.
3. Update on matters from PDG 6th October 2015;

Marshall Close – Agenda report noted

Oak Tree Survey – Agenda report noted

Asbestos Risk Assessment – Agenda report noted

Double Yellow Lines – Agenda report noted and photographs will be submitted asap.

LOSALGA fencing – Cllr Mulroney provided an update to the group regarding the capital budget available in light of the quotes received. The main issue is the clearance of the area prior to the fencing being installed. External assistance must be sought and as such increases the costs. If the project proceeded, then no other capital works could be undertaken in 2016/17. LOSALGA proposed that the issue of water tanks at Marshall Close is more of a priority and recommended this project be started. This was agreed by the meeting.

MDAS & LOSALGA will discuss ways to complete the fencing project looking at external funding sources/fencing options with additional research assistance from LTC and will report at the next PDG.

It was recommended that the Societies/Associations formulate a strategic 3 year plan for capital projects for future budgeting purposes.

4. The date for the Hosepipe T&FG is Tuesday 9th February at 6 p.m. Members of this group are Cllrs Carole Mulroney (Chairman), Mark Bromfield, Valerie Morgan plus representatives from the 3 allotment groups.
5. Agenda report was noted and all happy to survey this and report back
6. Agenda report noted. Vacant plots will be advertised in June issue of LTC magazine.
7. The background to the correspondence was presented. Each site has a different approach to bonfire weekends whether individuals burning at their own plots or a communal approach and a clean burn scenario.

From discussions, it is evident this is an emotive subject and LTC needs to research the subject more with views sought from SBC and other allotment groups. Compromise is clearly the key with management of bonfires and educating plot holders an approach that needs to be considered.

Once researched, a recommendation will be made to E&L along with appropriate bonfire approved date(s).

8. AOB

- Details of a bird track survey on allotments was handed out to promote to plot holders and will also be included in the next edition of LTC magazine.
- LEIGH ALLOTMENTS ORCHARD REPORT, JANUARY 2016

This is the quiet time for the orchard, waiting for the rain to probably flood all the trees as usual. The last scheduled activity for 2015 was the annual cutting of the grass which was carried out on a pleasant Sunday morning at the end of October. With two scythes in operation and a good turnout of helpers 95% of the cut was finished around midday, by which time the workers had had enough. The remaining 5% was cleared during the following week.

Also in October we supported the MDAS Apple Day which was very successful. We had a display of about sixteen varieties of apples from the orchard, and Ron Bates brought along apple juicing equipment which was in almost continuous operation, much to the interest particularly of younger visitors who sampled some of the results.

We will have a work party in a few weeks to give the trees some fertiliser and then it will be a matter of waiting to see what sort of blossom display we get in late April/early May. As with last year the lack of frosts may put a question mark over the performance of the trees, although a similar situation last year actually resulted in a bumper crop.

David Hammond
11 January 2016

- Bees – LOSALGA are having Ann Cushion visit them in March to inform further on having hives
- Farmers' Market starts again in February

The meeting closed 2.40 p.m. and all were reminded of the next meeting:

5th April 2016 at 2 p.m.



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 Richard Herbert
Vice Chairman: Cllr Carole Mulroney
Town Clerk: Paul Beckerson

BONFIRES ON ALLOTMENTS

REPORT 2583/HS

This report is submitted following correspondence from a member of the public and referral to the Allotments PDG where it was found to be an emotive subject and as such no formal recommendation was felt appropriate to be made to E&L. It was suggested the Allotments Officer investigate the use of bonfires at other allotment sites and report back to E&L.

Background

Prior to September 2008, Allotments Information and Advice sheet stated 'Bonfires are not permitted on the site without the prior written consent of the Council'. In October 2008, the Allotments Committee resolved to allow bonfires on one weekend in November, this then increased to two weekends in November (recorded at the meeting 28th October 2009) with the situation to be monitored. In November 2009, it is recorded that one complaint was received but that it was resolved to hold two approved weekends in 2010 – one late September, the other beginning of November.

There is no other reference until minutes of the Allotments Committee 27th April 2011 where although it had been queried why it had been allowed to deviate from the limited bonfire regime, the Committee agreed to proceed with the set days for bonfires in April, September and November. At the meeting of 16th May 2012, the Chairman's introduction informed members that the bonfire dates for 2012 would be 3 weekends that year in May, September and November. Allotment Committee meetings thereafter set three weekend dates annually.

The Allotment Tenancy Agreement since 2014 has stated the Tenant must not 'have a bonfire without the prior written consent of the Council or on approved bonfire weekends; bonfires must never be left unattended'.

Southend Borough Council

There are no smoke control areas in Southend and there are no specific rules when bonfires may be lit. SBC are able to deal with smoke from bonfires where it is considered to be a statutory nuisance.

SBC does not recommend that anyone has a bonfire. For any domestic bonfires the following guidance is provided:

'Remember to warn your neighbours and take the following into account:

- To limit smoke, burn only dry material
- Never burn household rubbish or rubber tyres, or use oil to light the fire
- Never light a fire in unsuitable weather conditions – smoke hangs in the air on damp, still days and in the early evening.
- Never burn when the wind will carry the smoke over roads or other people's property
- Avoid burning at weekend and on Bank Holidays when people want to enjoy their gardens
- Never leave a fire unattended or leave it to smoulder – douse it with water if necessary.'

Southend Borough Council – Allotment sites

Bonfires are not permitted on their sites except with the prior written consent of the Council. That said, they also work on the unwritten consent that they allow bonfires in the week of Bonfire night, which is fairly well known and except in 1 or 2 isolated cases they do not have a problem.

Other Allotment sites rules and regulations on bonfires

Various rules and regulations for individual Town and Parish Councils – a selection follows:

Bonfires are allowed only for the burning of materials from the Allotment Gardens i.e. diseased plants and dried out organic matter that will burn without smoke or hazardous residue.

No bonfire may be alight other than in the 3 hours before sunset.

All fires must be attended at all times and not cause a nuisance to other plot holders or neighbouring properties.

All fires must be fully extinguished before leaving the site.

The Tenant shall not bring or allow to be brought onto the Allotment Site any materials for the purpose of burning such as waste.

All fires must be put out at dusk.

The Tenant is only permitted to burn non-compostable garden waste from their allotment.

Bonfires must be kept to a minimum and not cause a nuisance to other plot holders, neighbouring residents or neighbouring businesses.

All bonfires will be controlled on the allotment site in accordance with the requirements of the Environmental Protection Act 1990 related to smoke prejudicial to health and nuisance. The penalty for contravention can be a fine payable by the tenant of up to £2,000.00.¹

ENVIRONMENTAL PROTECTION ACT 1990 - Nuisances from Garden Bonfires, Section 79 and Section 80 of the Environmental Protection Act makes it an offence, subject to a maximum fine of £20,000, to cause a nuisance arising from the burning of garden refuse.²

When the burning of garden refuse is unavoidable you should leave material until it is completely dry before burning, small quantities only should be added to the fire, and it should not be allowed to smoulder for long periods.

Bonfires are permissible for a maximum period of 30 minutes and must not be left unattended. All fires must be fully extinguished before leaving.

Bonfires are discouraged on all plots and waste material should be composted where possible. Any person causing a nuisance may be liable under the Environment Protection Act 1990.

Bonfires are allowed for the burning of materials from the allotment only ie diseased plants and dried out organic matter that will burn without smoke or hazardous residue, between the hours of 16.00 and 19.00 April to October and 12.00 and dusk November to March. All fires must be attended at all times and not cause a nuisance to neighbouring residents. All fires must be fully extinguished before leaving the site.

Bonfires are a last resort for disposing of waste generated on a plot (where there is no green waste collection on site). Use of an incinerator or 'burning barrel' will be required for all bonfires between April and October.

Tenants should take into consideration local householders and whether people have windows open or washing on the line which is likely to be affected by smoke.

Smoke from a bonfire, which could be a nuisance to neighbours by interfering with the use and enjoyment of their garden or property, or could affect the comfort or quality of life of the public could result in action under the Environment Protection Act of 1990. Tenants who light a fire within 50ft

¹ Bonfires which are on land near to roads and causing an inconvenience or a danger to passers-by, can also be an offence under the Highways Act 1980

² A fine not exceeding £20,000 is for industrial/commercial premises

(15.24m) of the centre of a highway may be guilty of an offence under the Highways Act 1980. The council reserves the right to prohibit bonfires on a specific plot and/or group of plots

Legislation

Under the provision of the Environmental Protection Act 1990, smoke caused by bonfires may be a statutory nuisance and SBC has powers to take action against those who create a statutory nuisance or allow it to happen. Private individuals are also able to take their own action by complaint to a Magistrates Court.

Case law has established that the concept of nuisance considers 'reasonable expectation'.

If bonfires persist and evidence suggests that the bonfires are causing a statutory nuisance, a legal notice may be served. If found guilty of further offences by the Magistrates Court, a fine of up to £5000 may be imposed on the person responsible for the bonfire.

Recommendation

1. Bonfires on allotment sites are only permitted with the prior written consent of the Council or on approved bonfire dates set by Council and are subject to the following conditions:
 - a) Bonfires are allowed only for the burning of materials from the Allotment Gardens i.e. diseased plants and dried out organic matter that will burn without smoke or hazardous residue.
 - b) All fires must be attended at all times and not cause a nuisance to other plot holders or neighbouring properties.
 - c) All fires must be fully extinguished before leaving the site.
 - d) The Tenant shall not bring or allow to be brought onto the Allotment Site any materials for the purpose of burning such as waste.
 - e) All fires must be put out at dusk.
 - f) Smoke from a bonfire, which could be a nuisance to neighbours by interfering with the use and enjoyment of their garden or property, or could affect the comfort or quality of life of the public could result in action under the Environment Protection Act of 1990. Tenants who light a fire within 50ft (15.24m) of the centre of a highway may be guilty of an offence under the Highways Act 1980. The council reserves the right to prohibit bonfires on a specific plot and/or group of plots
2. For 2016/17 it is recommended that the dates bonfires (if absolutely necessary) have consent are:
16th/17th April (an alternative date may be approved if weather does not permit)
4th – 7th November (weather permitting)

ENVIRONMENT AND LEISURE DETAILED BUDGET					2015/16					
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Earmarked Reserves	Budget 2015/16	Expenditure	Balance	% Spent
Community Transport	£ 3,800.00	£ 3,030.84	£ 769.16	79.76%	Community Transport		£ 8,233.60	£ 6,009.22	£ 2,224.38	72.98%
Farmers' Market	£ 2,040.00	£ 1,353.00	£ 687.00	66.32%	Farmers' Market		£ 1,650.00	£ 1,073.04	£ 576.96	65.03%
Leigh Lights	£ 3,050.00	£ 2,360.00	£ 690.00	77.38%	Strand Wharf*		£ -	£ -	£ -	
Allotments	£ 12,875.00	£ 11,903.44	£ 971.56		Strand Wharf (Capital)*	£ 115,215.05	£ 11,263.97	£ 40,894.54	£ 85,584.48	32.33%
General Events		£ 2,092.48	-£ 2,092.48		Leigh Lights		£ 29,060.00	£ 18,950.25	£ 10,109.75	65.21%
					Paddling Pool*	£ 1,768.00	£ -	£ 138.30	£ 1,629.70	7.82%
					Allotments	£ 1,658.02	£ 19,367.14	£ 12,465.57	£ 8,559.59	59.29%
					General Services*		£ 11,500.00	£ 2,442.07	£ 9,057.93	21.24%
					General Events*		£ 8,904.87	£ 6,468.82	£ 2,436.05	72.64%
					Staffing Costs		£ 15,427.69	£ 11,502.32	£ 3,925.37	74.56%
TOTAL INCOME	£ 21,765.00	£ 20,739.76	£ 1,025.24	95.29%	TOTAL EXPENDITURE	£ 118,641.07	£ 105,407.27	£ 99,944.13	£ 124,104.21	44.61%
General Services					General Events					
Flower Baskets	£ 6,000.00	£ -	£ 6,000.00	0.00%	Maritime Festival		£ 3,700.00	£ 2,770.67	£ 929.33	74.88%
First Aid Provision	£ 1,000.00	£ 942.07	£ 57.93	94.21%	May Day		£ 600.00	£ -	£ 600.00	0.00%
Grants to Outside Organisations	£ 2,000.00	£ 1,500.00	£ 500.00	75.00%	Carols on Strand Wharf		£ 200.00	£ 745.40	-£ 545.40	372.70%
Good for Leigh	£ 500.00		£ 500.00	0.00%	Easter Event		£ 1,000.00	£ 207.20	£ 792.80	20.72%
Community Initiatives	£ 2,000.00	£ -	£ 2,000.00	0.00%	Other Events		£ 500.00	£ -	£ 500.00	0.00%
					Events Equipment		£ 500.00	£ 645.68	-£ 145.68	129.14%
					LCC Room Hire		£ 600.00	£ 295.00	£ 305.00	49.17%
					Distribution of Collections		£ 1,804.87	£ 1,804.87	£ -	100.00%
	£ 11,500.00	£ 2,442.07	£ 9,057.93	21.24%		£ -	£ 8,904.87	£ 6,468.82	£ 2,436.05	72.64%

ALLOTMENTS DETAILED BUDGET					2015/16					
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Earmarked Reserves	Budget 2015/16	Expenditure	Balance	% Spent
Manchester Drive Rent	£ 7,412.00	£ 5,720.94	£ 1,691.06	77.18%	Maintenance Costs		£ 2,060.00	£ 12.44	£ 2,047.56	0.60%
Leigh Site Rent	£ 3,222.00	£ 2,997.00	£ 225.00	93.02%	Protective Clothing			£ -	£ -	
Marshall Close Rent	£ 431.00	£ 394.50	£ 36.50	91.53%	Waste Clearance		£ 800.00	£ 483.33	£ 316.67	
					ASA Leigh Site		£ 1,600.00	£ 1,600.00	£ -	100.00%
Manchester Drive Water	£ 1,244.74	£ 1,070.00	£ 174.74	85.96%	ASA Manchester Drive		£ 3,000.00	£ 3,000.00	£ -	100.00%
Leigh Water	£ 503.54	£ 461.00	£ 42.54	91.55%	ASA Marshall Close		£ 500.00	£ 375.00	£ 125.00	75.00%
Marshall Close Water	£ 61.72	£ 65.00	-£ 3.28	105.31%	Capital Expenditure	£ 1,658.02	£ 2,500.00	£ 281.29	£ 3,876.73	6.76%
					Affiliations			£ 55.00	-£ 55.00	
Keys		£ 135.00	-£ 135.00		Water Rates		£ 2,700.00	£ 1,879.27	£ 820.73	69.60%
Tenancy Deposits		£ 1,060.00	-£ 1,060.00		Keys & Refunds			£ 136.50	-£ 136.50	
Other Income		£ -	£ -		Tenancy Deposits			£ 410.00	-£ 410.00	
					MDAS Commission		£ 926.00		£ 926.00	0.00%
					Staff Costs		£ 5,281.14	£ 4,232.74	£ 1,048.40	80.15%
TOTAL INCOME	£ 12,875.00	£ 11,903.44	£ 971.56	92.45%	TOTAL EXPENDITURE	£ 1,658.02	£ 19,367.14	£ 12,465.57	£ 8,559.59	59.29%
Tenancy Deposits B/F	£ 2,599.50				Expenditure Excluding Staffing		£ 14,086.00	£ 8,232.83		
Received	£ 1,060.00									
Refunded	£ 410.00									
Tenancy Deposits C/F	£ 3,249.50									

COMMUNITY TRANSPORT DETAILED BUDGET					2015/16				
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Budget 2015/16	Expenditure	Balance	% Spent
Ticket Sales	£ 3,800.00	£ 3,030.84	£ 769.16	79.76%	Ticket Purchases	£ 1,500.00	£ 1,474.54	£ 25.46	98.30%
					Minibus Hire & Fuel	£ 1,500.00	£ 580.90	£ 919.10	38.73%
					DBS Checks	£ 200.00	£ -	£ 200.00	0.00%
					Refreshments	£ 200.00	£ 683.09	-£ 483.09	341.55%
					CTA Membership	£ 270.00	£ 254.17	£ 15.83	94.14%
					MIDAS Training	£ 200.00	£ -	£ 200.00	0.00%
					Miscellaneous	£ 130.00	£ 41.98	£ 88.02	32.29%
					Driver Licence Verification	£ 60.00	£ 72.00	-£ 12.00	120.00%
					Staffing Costs	£ 4,173.60	£ 2,902.54	£ 1,271.06	69.55%
TOTAL INCOME	£ 3,800.00	£ 3,030.84	£ 769.16	79.76%	TOTAL EXPENDITURE	£ 8,233.60	£ 6,009.22	£ 2,224.38	72.98%
					Expenditure less Staffing	£ 4,060.00	£ 3,106.68		
FARMERS' MARKET DETAILED BUDGET					2015/16				
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Budget 2015/16	Expenditure	Balance	% Spent
Stall Hire	£ 2,040.00	£ 1,353.00	£ 687.00	66.32%	Hall Hire	£ 1,000.00	£ 648.00	£ 352.00	64.80%
					Leaflets	£ 450.00	£ 348.00	£ 102.00	77.33%
					Banners	£ 200.00	£ 50.00	£ 150.00	25.00%
					Miscellaneous		£ 27.04	-£ 27.04	
TOTAL INCOME	£ 2,040.00	£ 1,353.00	£ 687.00	66.32%	TOTAL EXPENDITURE	£ 1,650.00	£ 1,073.04	£ 576.96	65.03%

LEIGH LIGHTS DETAILED BUDGET					2015/16				
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Budget 2015/16	Expenditure	Balance	% Spent
Traders Contribution	£ 2,000.00	£ 1,650.00	£ 350.00	82.50%	Column Testing 1/3	£ 1,450.00	£ -	£ 1,450.00	0.00%
Collections	£ 700.00	£ -	£ 700.00	0.00%	Installation Removal & Storage	£ 9,500.00	£ 8,800.00	£ 700.00	92.63%
Stall Fees	£ 350.00	£ 710.00	-£ 360.00	202.86%	Electricity	£ 300.00	£ -	£ 300.00	0.00%
					Repairs & Renewals	£ 1,100.00	£ 960.00	£ 140.00	87.27%
					Security	£ 3,200.00	£ 3,646.25	-£ 446.25	113.95%
					Entertainment	£ 1,000.00	£ 200.00	£ 800.00	20.00%
					Road Closures & Licences	£ 4,500.00	£ 694.00	£ 3,806.00	15.42%
					First Aid, Cleansing & Banners	£ 180.00	£ 624.00	-£ 444.00	346.67%
					Capital Renewals	£ 5,530.00	£ 3,601.00	£ 1,929.00	65.12%
					Support Columns - Erect & Remove	£ 1,600.00	£ -	£ 1,600.00	0.00%
					Donations	£ 700.00	£ 425.00	£ 275.00	60.71%
					Miscellaneous		£ -		
TOTAL INCOME	£ 3,050.00	£ 2,360.00	£ 690.00	77.38%	TOTAL EXPENDITURE	£ 29,060.00	£ 18,950.25	£ 10,109.75	65.21%