



Leigh-on-Sea Town Council

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Chairman: Cllr Richard Herbert
Vice Chairman: Cllr Syrie Cox
Town Clerk: Paul Beckerson



MINUTES OF A MEETING OF THE LEIGH COMMUNITY CENTRE COMMITTEE HELD AT 7.30PM ON WEDNESDAY 2nd JULY 2014 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD. LEIGH-ON-SEA

Present Cllrs: Jerry Holden (Chairman), Syrie Cox, Geoff Crawford, Pat Holden, Paul Lawrence, Carole Mulrone, Caroline Parker (until Min 17) and David Stanley, Ros Coffey (LCC Manager)

In attendance: Cllr Donald Fraser, Paul Beckerson (Town Clerk)

The meeting opened at 7.30pm

12. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed members to the meeting, commenting on the excellent turnout despite the temptations of the weather.

13. APOLOGIES FOR ABSENCE

Cllrs Richard Herbert and Patsy Ryan

14. MINUTES OF MEETING HELD ON 4th JUNE 2014

The minutes of the meeting of 4th June 2014 were agreed as a correct record and signed by the Chairman.

15. DECLARATION OF MEMBERS' INTERESTS

Cllr Carole Mulrone declared a non-pecuniary interest as a Borough Councillor in 22, SBC being the freeholders of the premises.

16. COMMUNITY CENTRE MANAGER'S REPORT – Report 2381/RC (Appendix 1 to the agenda)

The LCC Manager took members through the report, highlighting certain aspects and answered questions relating to it.

Two items were reported on, that were not contained in the report.

Liaising with the press was not as smooth as would be liked due mainly to a change of reporter at the Echo.

David Bundock had been appointed to the role of Head Caretaker effective from 1st July 2014. The rota had been reviewed and meeting held with all caretakers, in order to discuss improvements in managing the building. Ways were being investigated for dedicated roles within the caretaking team, one being in-house PAT testing.

Website designers had been approached to establish the way forward. Cllr Syrie Cox offered the services of the YMCA's IT specialist and a meeting is to be arranged with him to discuss options.

The LCC had provided an alternative venue for some of the Saturday Folk Festival events due to inclement weather in the Library Gardens.

The fire alarms though out the Centre have been fully tested.

17. COMMITTEE REVIEW (Appendix 2 to the agenda)

Cllr Caroline Parker left the meeting

The Committee reviewed the draft Committee Review. It was felt that the results in relationships should be expanded and it was consequently agreed that examples of activities relating to the Council's strategic objectives will be included. In the benefits section statistics will be added about the usages of the centre.

A review of the Business Plan would be undertaken and the external review carried out as previously agreed. This work could be undertaken within the internship scheme being considered by the Council.

The revised Committee Review will be brought back to the next meeting.

18. ELSIE'S PLACE FINANCIAL REPORT – Report 2380/PB (Appendix 3 to the agenda)

Members **noted** the report.

19. BUDGET REPORT – Report 2379/LCC – (Appendix 4 to the agenda)

The reports were **noted**.

20. 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 21 the public and press be temporarily excluded and they are instructed to withdraw (SO.1(c)) - (contractual)

Start of confidential business

21. LIAISON WORKING PARTY 13th May 2014 – Report 2380/LWP

22. REPORT ON EXTENSION OF LEASE – Report 2375/LCC – (Confidential Appendix 1)

The Committee were informed of the outcome of the initial meeting with SBC regarding the extension of the lease.

The Committee **RECOMMENDED** to Council the terms as outlined in the report as a basis for a new lease. Proposed Cllr Jerry Holden; Seconded Cllr David Stanley.

End of confidential business

The meeting closed at 9.15pm