



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 THE LEIGH-ON-SEA TOWN COUNCIL HELD AT 7.00PM ON TUESDAY 6th JUNE 2017 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Jane Ward (Chairman), Valerie Morgan (Vice Chairman), Anita Forde (from minute 34), Patrick Fox (from minute 28), Donald Fraser, Jill Healey, Fr. Clive Hillman, Carole Mulroney, Declan Mulroney, Ron Owen and Vivien Rosier

Also in attendance: Helen Symmons (Town Clerk)

MINUTES

The meeting opened at 7.00 pm

27. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all to the meeting and in accordance with Standing Order 3i permitted all members to remain seated when speaking throughout the meeting.

28. APOLOGIES FOR ABSENCE

Cllrs: Jill Adair, Karen Bowden, Mark Bromfield, Richard Herbert and Caroline Parker (who wished it known that she was attending a last minute medical appointment).

29. DECLARATION OF MEMBERS' INTERESTS

There were none declared.

30. APPROVAL OF THE MINUTES OF THE ANNUAL COUNCIL MEETING 16TH MAY 2017

The minutes of the meeting 16th May 2017 were agreed and signed by the Chairman as a true and accurate record.

31. PUBLIC REPRESENTATIONS

There were none.

32. COUNCILLOR QUESTIONS

There were none.

ANNUAL RETURN FOR YEAR ENDED 31ST MARCH 2017

33. INTERNAL AUDIT FINAL REPORT 2016/17 – **Agenda Item 7**

The Council **NOTED** the report congratulating the Finance team for the high standards maintained.

34. ANNUAL GOVERNANCE STATEMENT 2016/17 – **Agenda Item 8**

The Council **RESOLVED** that having considered the finding of the review 21st March where the 8 statements were read out individually and resolved after each statement (minute 123) Section 1 of the Annual Governance Statement was **APPROVED** and the Chairman and Town Clerk signed the document immediately following the resolution.

35. ANNUAL ACCOUNTS – **Agenda Item 9**

The Council **RESOLVED** the Income and Expenditure Account, Balance Sheet and supporting notes to accounts. The new layout of the I&E account was preferred.

36. ACCOUNTING STATEMENTS 2016/17 – **Agenda Item 10**

The Council **RESOLVED** that Strand Wharf is valued in the asset register at the landscaping cost of £130,000 and **APPROVED** Section 2 Accounting Statements together with an explanation of variation of 15% and above and a statement of Income and Expenditure relating to Box 7 and 8 of the return. The Town Clerk as RFO had certified the statements and the Chairman signed the document immediately following the resolution.

The meeting closed at 7.15 pm