



Leigh-on-Sea Town Council

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Chairman: Cllr. Pat Holden
Vice Chairman: Cllr. Carole Mulrone
Town Clerk: Paul Beckerson



25th August 2010

Notice is hereby given that the next meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of the Leigh-on-Sea Town Council will take place on **Tuesday 31st August 2010** at the Town Council office, 67 Elm Road, Leigh-on-Sea commencing at 8.00pm.

AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATION OF MEMBERS' INTERESTS
4. APPROVAL OF MINUTES OF THE 6th JULY 2010.
5. TO RECEIVE THE MINUTES OF THE LICENSING SUB-COMMITTEE HELD ON THE 11th AUGUST 2010.

GENERAL PURPOSES

6. MATERNITY POLICY

To adopt Maternity Policy contained in Report 1773/F&GP.

7. GENERAL PURPOSES BUDGET

- General Purposes Budget Report 1776/FGP

8. SOUTHEND CHARACTERISATION STUDY – STAKEHOLDER WORKSHOP 22nd JULY 2010

Verbal Report by Town Clerk and attending Councillors

9. DEDICATED DOMAIN NAME & WEB HOSTING

A quotation has been obtained to set up a website and email under the name of leigh-on-Sea.gov.uk. It is £180 for initial registration and £80 to renew bi-annually. The cost of hosting the site and emails is £10.75 per calendar month. The committee's opinion is asked as to whether this should be pursued now or put into next year's budget.

10. TO SET UP A COUNCILLOR RECRUITMENT WP

To consider setting up a Working Party to discuss publicity surrounding the elections in 2011 and to discuss the possibility of organising a open evening for people to find out what is involved in becoming a local Councillor.

11. SERVICE COMMITTEES

Proposal to change the number of members of the Transport & Highways Committee from 8 to 6, and the Allotments Committee from 5 to 6.

12. CRIME PREVENTION REPORT of meeting held on 19th July. Report to follow.

FINANCE

13. REFERENCES FROM OTHER COMMITTEES

Transport and Highways

See Minute 22 (e)

Provision of Litter Bins in the High Street

This item has been referred to the committee by the Old Town Community Group. The Convenor reported that there was a need for two bins in the street and had identified a position for one of them.

On examining the budget and after general discussion it was **RECOMMENDED: to fund one bin to be placed outside Sarah's Tea Garden at a cost of £450 with SBC taking over the maintenance and emptying once installed.**

14. OFFICE AND COMMITTEE BUDGETS

- Office Budget Report 1777/FGP 25th August 2010
- Committee Income and Expenditure Report 1775/FGP 25th August 2010

15. INCOME AND EXPENDITURE SINCE THE LAST MEETING

See report 1774/I&E attached.

16. BANK ACCOUNT BALANCES as at 25th August 2010

HSBC Current A/c	£60,861.73
HSBC Community Savings A/c	£115,022.94



Paul Beckerson
Town Clerk
25th August 2010

Please Note: Any member who is unable to attend the meeting must send their apologies before the meeting.