



Leigh-on-Sea Town Council

67 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
leighcouncil@btconnect.com www.essexinfo.net/leigh-on-sea

Chairman: Cllr. Pat Holden
Vice Chairman: Cllr. Carole Mulroney



13th May 2010

Notice is hereby given that a meeting of the **Leisure, Foreshore and Environment Committee** of the Leigh-on-Sea Town Council will take place on **Thursday 20th May 2010** at the Council Offices, 67 Elm Road, Leigh-on-Sea commencing at 8.00pm, when it is hoped to transact the following business.

AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. ELECTION OF VICE CHAIRMAN
5. TO APPROVE MINUTES OF MEETING OF 15TH APRIL 2010 and 12TH MAY 2010
6. SUB-COMMITTEES AND WORKING PARTIES

Membership of Working Parties and representatives elected last year are shown below:

Community Transport Sub-Committee	
Chairman Cllr Donald Fraser, Vice Chairman Cllr Mrs Reta Cocks, Cllr Peter Dolby and Cllr Pat Holden Co-opted members: Miss B Cartwright, Mr B Houssart and Mr K Threadgold.	
Farmers Market Working Party	Town Guide Working Party
Cllr Mrs Elaine Crystall Cllr Donald Fraser Cllr Pat Holden Co opted member: <u>Mr David Hammond</u>	<u>Cllr Caroline Parker</u> Cllr Mrs Rowswell Cllr Donald Fraser
Strand Wharf Working Party	Old Town Working Party
Cllr Mrs Reta Cocks <u>Cllr Peter Dolby</u> Cllr Carole Mulroney Cllr Caroline Parker Cllr Mrs Rowswell Co-opted member: Mr David Johnson	<u>Cllr Mrs Reta Cocks</u> Cllr Hilary Davison Cllr Peter Dolby Cllr Carole Mulroney Cllr David Vaughan

Leigh Lights Working Party	Leigh Lights Switch-on Working Party
Cllr Bill Abbot Cllr Hilary Davison Cllr Peter Dolby Cllr Pat Holden Cllr Carole Mulroney Cllr Caroline Parker <u>Cllr Mrs Rowswell</u> Co-opted members: Mr David Elcock Mr Peter Monk Ms Gilly Porter	Cllr Pat Holden Cllr Hilary Davison Co-opted: David Elcock
Carols on Strand Wharf Working Party	Fishing Festival Working Party
Cllr Margaret Cotgrove Cllr Hilary Davison <u>Cllr Pat Holden</u> Cllr Caroline Parker Cllr Mrs Jean Rowswell Cllr John Wren	Cllr Mrs Reta Cocks <u>Cllr Peter Dolby</u> Cllr Pat Holden Cllr Caroline Parker Cllr John Wren
Easter Event Working Party	May Day on Strand Wharf Working Party
Cllr Donald Fraser <u>Cllr Caroline Parker</u> Cllr Peter Dolby	Cllr Hilary Davison Cllr Donald Fraser <u>Cllr Pat Holden</u>
Good for Leigh Working Party	Old Town Community Group
<u>Cllr Hilary Davison</u> Cllr Donald Fraser Cllr Mrs Carole Mulroney Cllr Mrs Rowswell	<u>Cllr Carole Mulroney</u> Cllr Hilary Davison Cllr Donald Fraser Co-opted: Nick James Julie McCartney Margaret Buckey Ian Johnson Colin Sedgwick Paul Gilson

7. ELECTION OF REPRESENTATIVES TO OUTSIDE BODIES
Southend Community Plan – currently Cllr Mrs Reta Cocks
Leigh Port Partnership – currently Cllr Peter Dolby
Thames Estuary Partnership – currently Cllr Mrs Reta Cocks
Southend B.C. Events Working Party – currently Cllr Hilary Davison
Olympic Strategy Group – Cllr Caroline Parker

8. TO RECEIVE MINUTES OF COMMUNITY TRANSPORT SUB-COMMITTEE
27TH APRIL 2010

9. ITEMS FOR DISCUSSION

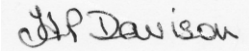
- a) Leigh Lights 2010
Report 1739/LLWP is attached. There will be another meeting immediately prior to this Committee meeting and a verbal report will be given by the convenor.
- b) May Day on Strand Wharf
The Convenor of the Working Party is asked to report to the Committee on the event.
- c) Strand Wharf
Emails were sent in March to Southend Borough Council regarding enforcement on Strand Wharf and also to Southend Borough Council Legal regarding the lease.
- d) Leigh Folk Festival
A request has been received from Leigh Folk Festival for funding for this year's event. See letter attached (not available on e-mail). An up to date set of accounts has been received and copies will be available at the meeting.
- e) Fishing Festival
The Working Party will meet before the Committee, on the 19th May and a verbal report will be given by the convenor.
- f) First Aid Post
It is recommended that power be delegated to the Town Clerk in consultation with Cllr. Mrs. Cocks to arrange the running of the First Aid Post in Old Leigh within budget.
- g) Hanging Baskets
It is recommended that power be delegated to the Town Clerk in consultation with Cllr Mrs Reta Cocks to arrange Hanging Baskets within budget.
- h) Good for Leigh – Leigh Cemetery
Concerns have been raised about the condition of the Leigh Cemetery. We will contact SBC's Bereavement department., with a view to the Community Payback scheme adding this to their schedule of works; picking litter and having a general tidy up of hedges etc.
- i) Paddling Pool
A leak has been reported and it is recommended that we contact the constructor to repair and that the cost taken from the earmarked reserve.
- j) Bonchurch Park
See letter attached (not available on e-mail) received from Southend Parks Department, replying to our concerns with Bonchurch Park.

10. OUTSTANDING ISSUES

See updated report attached.

11. BUDGETS 2010/11

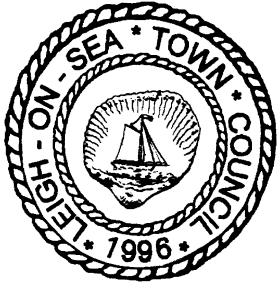
To be included with next month's agenda.



Hilary Davison
Chairman

13th May 2010

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



LEIGH-ON-SEA TOWN COUNCIL

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Report 1739/LLWP

Leigh Lights Working Party – 15th April 2010

Present: Cllrs P. Dolby, Mrs P Holden, Hilary Davison, Carole Mulroney

Apologies from: Cllr Bill Abbot, Mrs Rowswell, Caroline Parker, Peter Monk and David Elcock

Also in attendance: Paul Lawrence and Toni Cordery

Additional lights for this year – actions required

- (1) Contact supplier of lights - (*Star Mantling*) LITE, last year's supplier and Aylesford Electrical. Arrange meetings to discuss cost of one additional motif for Leigh Road and three 'across the roads'. The 'across the road' new lights are to be positioned at Belton Corner, outside the Sarah Moore in Elm road and just west of Woodfield Road in Leigh Road.
- (2) Check quote with McDonald Highway Services, the agreed supplier, the purchase, erection, removal and storage of 6 columns. We are advised that last year's quote will be revised due to increased price of steel. McDonald's will liaise with SBC's lighting department to make sure that the positions of the columns (adjacent to street lights) are OK.
- (3) Check with Cable Test Limited, the agreed lights engineer, the installation costs and the other equipment required; sockets, timers Rcbo's etc. for the new lights.
- (4) Arrange for Cortest Ltd, the agreed contractor, to conduct their annual structural survey of the lighting columns.

It was **AGREED**: that Cllr P Dolby and Toni Cordery will discuss the requirements with these suppliers and engineers in order to achieve the agreed additional lights within the agreed budget.

The quotes will need to be compared with budget and a report with a recommendation, if necessary, to a future committee meeting.

It was **AGREED**: that Cllr. P Dolby contacts the lighting engineer, Cable Test Ltd, in order to ascertain the best solution for the old lights presently stored on the 2nd floor.

It was **RECOMMENDED**: That the 2010 'Night of the Lights' switch-on take place on Friday 26th November.

It was **AGREED**: that Cllr Mrs P Holden should contact Mr R. Baxter regarding the possible use of the folk festival lorry as a stage area.

It was **AGREED**: that a letter is sent to a local celebrity asking whether they will switch-on the lights this year.

It was **AGREED**: that there is a need to retain both the Leigh Lights Working Party and the Leigh Lights Switch-on Working Party this year.

It was **AGREED**: that the make up of the presenters on the stage at the switch-on needs to be reviewed this year.

It was **AGREED**: that the Leigh Lights Working Party will meet monthly at 7 pm ahead of the Leisure, Foreshore & Environment committee meetings until further notice.

Other tasks to be actioned were identified, as follows: -.

- i. Event application form
- ii. Risk assessment report
- iii. Draft letters for traders to be written with a view to deliver in mid July/early August
- iv. Standing order form to be included in letter
- v. Draft letter for other possible contributors to be written and sent out in mid July/early August
- vi. Possible setting up of a Charitable Trust on similar lines to the Southend Carnival.

Budget

	Income	Expenditure	* Additional or revised costs
Column testing		785	750
Installation and removal		4838	
Replacement bulbs		1015	
Traders contributions	3500		
Switch-on security		2500	
Entertainers		2600	
Road closures, licences etc.		1400	
Donations		500	
Charges to stalls, fairs	800		
New lights 3 crossovers		4525	
Installation of new lights		724	
New lights - 1 in Leigh Road		600	
Installation of new lights Storage of lights		248	1560
Support columns – purchase (6)		5505	
Support columns - erect and remove and store (6)		1180	
Totals	4300	26420	
Nett cost		22120	