



# Leigh-on-Sea Town Council

67 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288  
[council@leighonseatowncouncil.gov.uk](mailto:council@leighonseatowncouncil.gov.uk) [www.essexinfo.net/leigh-on-sea](http://www.essexinfo.net/leigh-on-sea)

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

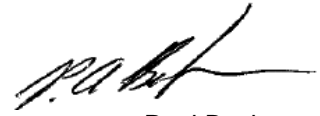


Notice is hereby given that the next meeting of the **Leisure, Foreshore & Environment Committee** of the Leigh-on-Sea Town Council will take place on **Thursday 21<sup>st</sup> July 2011** at Leigh-on-Sea Town Council, 67 Elm Road, Leigh-on-Sea commencing at 8.00pm.

## AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETING OF THE 16<sup>th</sup> June 2011
5. MINUTES OF THE COMMUNITY TRANSPORT SUB-COMMITTEE 5<sup>th</sup> July 2011 (Appendix 1)
6. MEMBERSHIP OF OLD TOWN COMMUNITY GROUP  
Election of Cllr Richard Herbert to the Group
7. ITEMS FOR NOTING
  - a) Confirmation of receipt of accounts from Leigh Folk Festival
  - b) LOCOG Traffic Management Plan Olympic Test Event (Appendix 2)
8. ITEMS FOR DISCUSSION
  - a) Town Guide WP – 23<sup>rd</sup> June 2011 – Report 1912/TGWP (Appendix 3)
  - b) Hadleigh Farm Local Liaison Group – 5<sup>th</sup> July 2011 – Report 1916/CP (Appendix 4)
  - c) Youth Facility Management WP
    - a. Report of Site Visit on the 11<sup>th</sup> July 2011 subsequent to the decision of Council
    - b. Provision of time clock, contactor with associated electrical work (Lighting Budget)
  - d) Good for Leigh WP – 13<sup>th</sup> July 2011 – Report 1917/GFLWP (Appendix 5)
  - e) Confirmation of position of bespoke Christmas Lighting display
  - f) St Johns request for flags at First Aid Post £120
  - g) General Leigh Town Council Event Banners (Number and Costings)
  - h) Gypsy Bridge Shelter
    - a. Claims against the Council for clothing
    - b. Future maintenance budget provision
  - i) Cinder Path – Weeds and nettles encroaching onto path

- j) Request by West Baptist Church for Grant towards Mini Bus – Referred from CTSC (Appendix 6)
- k) Queen's Diamond Jubilee (including application for grant aid and Beacon)



Paul Beckerson  
Town Clerk  
14<sup>th</sup> July 2011

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



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## MINUTES OF A MEETING OF THE COMMUNITY TRANSPORT SUB-COMMITTEE HELD AT 10.30 AM ON TUESDAY 5<sup>th</sup> JULY 2011 AT THE COUNCIL OFFICES 67, ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Donald Fraser, Margaret Cotgrove, Pat Holden and Paul Lawrence. Also in attendance Mrs Reta Cocks, Mrs Ruby Frost and Cllr Alex Coulson

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN  
Cllr Donald Fraser was appointed Chairman and Cllr Margaret Cotgrove was appointed Vice Chairman. Mrs Ruby Frost accepted the position as member representative on the sub-Committee.
2. APOLOGIES FOR ABSENCE  
None
3. DECLARATION OF MEMBERS' INTERESTS  
None
4. MINUTES OF PREVIOUS MEETING  
The minutes of the previous meeting on 12<sup>th</sup> April 2011 were agreed by the Sub-Committee and signed by the Chairman.
5. MEMBERSHIP UPDATE  
Membership of the Community Transport Scheme now stands at 161 members.
5. Report on Trips taken since last Meeting:
  - a. **Visit to Hyde Hall** on Thursday 23<sup>rd</sup> June. Some 41 members attended and 4 minibuses with drivers and escorts were used. Despite some trouble finding the new entrance and dodging the heavy showers, our members enjoyed the trip. However the Committee considered:
    - the buffet lunch was not as varied as in previous years and the cost at £10.00 (incl Vat) per head was expensive
    - the new layout of the site together with the restriction on the movement of our minibuses and the buggy transport provided for visitors was not suitable for our elderly members. The Committee asked the Community Transport Officer to raise this matter in writing with Hyde Hall management.
7. Progress on Arrangements made for Future Events:
  - a. **Visit to Hylands House** on Monday 18<sup>th</sup> July. 1hr 30 mins guided tour of the house is booked for 1.30 pm and afternoon cream tea in the house is booked for 3.00 pm. As the group is due to arrive at Hylands House at about 11.20pm members have been asked to bring a picnic lunch or purchase a snack in the Hutton's Court Yard Cafe. 36 members have booked. Minibuses, drivers and escorts are being organised.
  - d. **Tropical Wings.** Provisionally booked for Thursday 8<sup>th</sup> September. The arrangement is on a transport basis only with members making their own arrangements for lunch either at the Macawber's Cafe or taking a picnic lunch. Transport, drivers and escorts are to be arranged. The trip has not yet been circulated to members.
8. Financial Assistance with cost of medical expenses associated with D1 extension to Driving Licence for Volunteer Drivers over 70 years

Following the decision in minute 14(f) (i) of Leisure, Foreshore & Environment Committee meeting of 16<sup>th</sup> June 2011, the Community Transport officer was asked to notify the relevant voluntary

driver that the cost of his medical certificate for the D1 extension to his driving licence would be met by the Council. This matter would be reviewed annually and was not to be seen as a precedent.

9. Community Transport Committee minutes of 12<sup>th</sup> April - minute 6

The sub-Committee withdrew its decision to impose a cut-off of 70 years for drivers participating in the Community Transport Scheme following the reference back as per minute 65 of Leisure, Foreshore & Environment Committee meeting 21<sup>st</sup> April 2011.

10. Request for a donation to a New West Leigh Baptist Church Minibus

The sub-Committee did not feel confident to make a recommendation following this request and referred the matter to the next Leisure, Foreshore and Environment Committee.

11. Letters of Thanks

The Community Transport Officer was asked to send letters of thanks to Brenda Cartwright, Keith and Vivien Threadgold and Brian Houssart MBE for service to the Community Transport scheme.

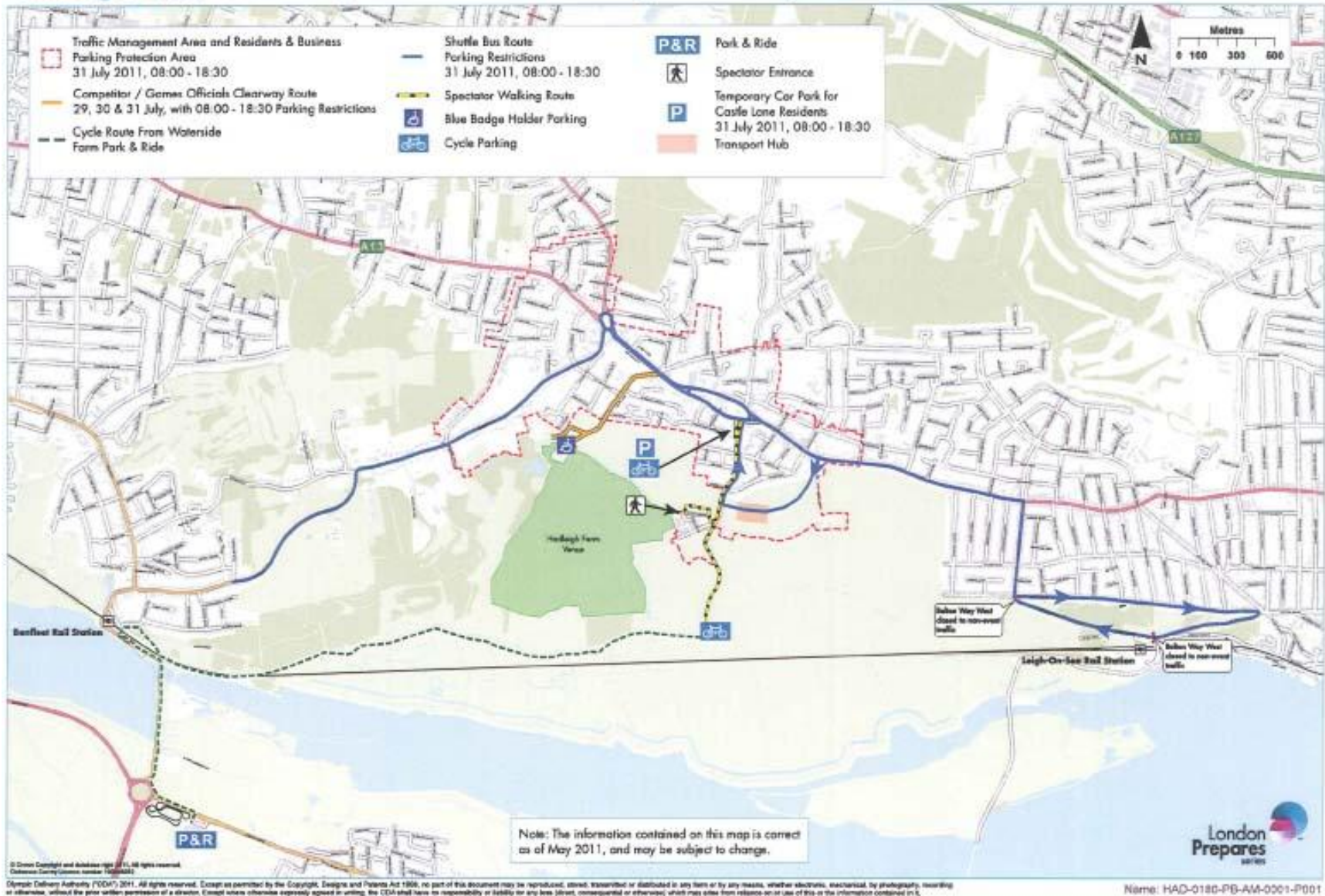
12. Proposals for Future Events

The Community Transport Officer was asked:

- a. to arrange a trip to the Palace Theatre to see the Secret Garden, by Leigh Operatic and Dramatic Society, on Wednesday 19<sup>th</sup> October.
- b. to enquire in the next letter, to be sent to members, whether they would be interested in November to go either to a Leigh Orpheus Male Voice Choir Concert or a Digby Fairweather and Tony Compton (jazz) Concert.
- c. to make enquiries about the Mencap Christmas Concert to be held on Friday 16<sup>th</sup> December at Highlands Church.
- d. to note the suggestion of a ride down the pier and a visit to Southchurch Hall for future trips.

Next meeting to be held on Tuesday 13<sup>th</sup> September 2011 at 10.30am

## Hadleigh Farm | Test Event - July 2011: Local Area Traffic Management & Parking Plan





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Report 1912/TGWP

## Town Guide Working Party – 23<sup>rd</sup> June 2011

Present: Carole Mulrone (Convenor) and Donald Fraser

In Attendance: Paul Beckerson (Town Clerk)

### ***The meeting opened at 8.00pm***

#### 1. APOLOGIES

Cllrs Caroline Parker, Patsy Ryan and David Stanley

#### 2. EDITORIAL CONTENT

Introduction to the Guide - *Bishop of Chelmsford* - Rt Revd Stephen Cottrell CM to approach

Welcome from the Chairman Cllr Pat Holden

The themes of the Guide should be distributed amongst Councillors to produce. The following themes have been suggested with a lead person.

Music including Festivals – Cllr David Stanley

Arts – Richard Baxter

Town Council Content and Dates – Cllr Donald Fraser

History – Cllr Carole Mulrone

Walks – Gordon Parkhill

Boats – Cllr Richard Herbert

Churches – David Elcock

Natural History – Rosemary Carrington

Dates of Events – Andy Exley

Youth – Cllr Caroline Parker

Fairtrade – Cllr Mark Bromfield

Fishing – Paul Gilson

Photos – Camera Club or Belfairs

Local Information (Check Listings) – Cllr Donald Fraser

Check Map and Update – Andy Exley

### ***The meeting closed at 9.15pm***



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Report 1916/CP

## LONDON OLYMPIC GAMES HADLEIGH FARM LIAISON GROUP

Report for meeting held at the Main Hall, Hadleigh Fire Station, Castle Point Borough Council on 5<sup>th</sup> July 2011

1. There will be no extra train service for the test event, but there will be extra for the Olympics, Rayleigh station passengers will be advised to travel to Southend. Ticket holders should be advised to travel to event in advance. Parking Permits issued to all householders in area this week. Press-day 20<sup>th</sup> July.
2. A gentleman from Much Wenlock, Shropshire, Dr. Brookes, was behind the Olympic Games being resurrected, he campaigned as from 1860 and founded the Olympian Society.
3. Olympic torch should be visiting S.E. Essex, will travel approx. 8,000 miles. Torch bearers can be nominated – 150 words – September closing date (to any of the sponsors). We should celebrate the Olympic torch passing through Leigh if LOCOG select us.

N.B. The public can now book the hall for £90 a day. (Hadleigh Fire Station re-vamp).

Organisations can hire rooms: Artists, Ju-Jitsu etc. approx. ten rooms available.

Cllr Caroline Parker



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Report 1917/GFLWP

## **GOOD FOR LEIGH WORKING PARTY 13<sup>th</sup> July 2010**

Present: Cllrs Carole Mulroney (Convenor) and Donald Fraser.

In Attendance: Cllrs Pat Holden, Patsy Ryan, Mrs Hilary Davison and Paul Beckerson (Town Clerk)

### ***The meeting opened at 8.21pm***

#### 1. APOLOGIES FOR ABSENCE

Cllrs Mark Bromfield and David Stanley

#### 2. CONSIDERATION OF GFL TASK FORCE

The Working Party discussed the report prepared by Hilary Davison concerning the potential for consolidation and reorganisation of non office based services. Figures of current costs were provided.

#### The Working Party **RECOMMENDS:**

- a) That the Personnel Sub-Committee considers the role and content of current non office services and the potential for rationalisation.
- b) That a returnable insert be placed in the forthcoming Town Guide advising people of the services provided by the Town Council and seeking comment as to future provision. Such responses to then be considered by the Community Engagement Working Party with a view to moving forward through Council on an update of the Vision for Leigh

### ***The meeting closed at 8.57pm***



**On behalf of West Leigh Baptist Church**

June 29<sup>th</sup> 2011

Ms Vivien Choppen  
Leigh Town Council  
67 Elm Road  
Leigh on Sea  
Essex

Dear Ms Choppen,

**Re West Leigh Baptist Church Mini Bus**

As you may be aware Transport for London are keen to ensure that vehicles entering the Low Emission Zone (M25 area) will be required from January 3<sup>rd</sup> 2012 to comply with stricter emission targets.

The minibus we currently own and run will not meet these standards for operating within the M25 area zone and we understand will require modification in the region of £2,500 to £3,500.

In the light of this we have been considering upgrading our existing vehicle to meet the new standards and also considering purchasing a minibus that will be disabled friendly. Obviously the cost of such a vehicle is not insubstantial and we estimate this to be between £8,000 to £10,000 which is rather out of our reach at the moment.

The minibus is currently being used by a number of organizations both in church and outside. These include Torch, Romford Scouts, as well as our own organizations such as Girls brigade, Young Peoples Groups and other Churches. Leigh Town Council also use the vehicle from time to time.

We also understand that if we were to upgrade the minibus for disabled use the Disabled Village Group would like to hire it.

We would be grateful if Leigh Town Council would consider making a grant to assist in the purchase of at the very least a replacement for our current minibus and possibly the purchase of a disabled friendly minibus that will benefit the local community to an even greater extent.

Should you require any further information or clarification please do not hesitate to call the undersigned (author) and we look forward to hearing from you in due course.

Kind Regards  
Yours Sincerely



For the author Tony Simmonds and West Leigh Baptist Church Council.