

Leigh-on-Sea Town Council

67 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
council@leighonseatowncouncil.gov.uk www.leighonseatowncouncil.gov.uk

Chairman: Cllr Pat Holden
Vice Chairman: Cllr Carole Mulroney
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 17th November 2011** at Leigh-on-Sea Town Council, 67 Elm Road, Leigh-on-Sea commencing at 8.00pm.

AGENDA

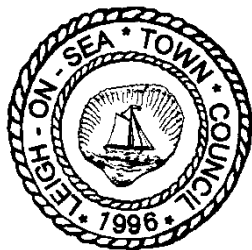
1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETING OF THE 20th October 2011
5. ITEMS FOR DISCUSSION
 - a) Leigh Lights SAG Meeting – 20th October 2011 – Report 1959/LLWP (Appendix 1)
 - b) Farmers' Market Working Party – 20th October 2011 – Report 1962/FMWP (Appendix 2)
 - c) Jubilee Working Party – 25th October 2011 – Report 1950/TGWP (Appendix 3)
 - d) Good for Leigh Working Party – 27th October 2011 – Report 1961/GFLWP (Appendix 4)
 - e) Youth Facility – Update on maintenance works
 - f) Jubilee Event – Reconsideration of the scale of the event
 - g) Nominations for GFL Awards 2011/12
 - h) Leigh Art Trail application for Grant Aid funding £500 (Appendix 5)
 - i) Mayflower – Response to letter Min 34(b) (Appendix 6)
 - j) Hanging Baskets (Estimates)
6. BUDGETS 2011/12

See – Report 1968/LFE (Appendix 7)
7. BUDGET – LEISURE, FORESHORE AND ENVIRONMENT for 2012/13 (Appendix 8)

Referred back to reconsider the Leigh Lights Budget

Paul Beckerson
Town Clerk
10th November 2011

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



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Report 1959/LLWP

LEIGH LIGHTS SAFETY ADVISORY GROUP MEETING 20th October 2011

Present: Cllrs Richard Herbert, Pat Holden, Paul Lawrence and Carole Mulroney; Insp. Brad Dickel (Police), Lisa Ferne (SBC Events), Penny Jones (Carnival), Gary Lowen (Carnival) and Adrian Watling (SBC Highways)

In attendance: Paul Beckerson (Town Clerk)

The meeting opened at 9.10am

1. Gary Lowen provided a check list for the group to work through, listed as follows:

Trade Stands – provide a map to Gary prior to distribution, monitoring on the night to be undertaken by Paul Lawrence with the support of PCSO's.

Grand Site – Check with fair organisers on ability to enter site and, if not practical, investigate alternatives such as the Car Wash - **action PB**,

Entertainers – Pete Monk and Roger Pugh organised.

Procession Entries – Involve Gary in procession order and produce a letter re. arrival times. Circulate list of phone numbers prior to the event - **action PB**

Evacuation Plan – Check Risk Assessments are up to date and amend if required.

Traffic Management – Roads to open at 21.00 the costs would now be passed on in full to LTC of approximately £2360.

Stewards – Approach to be made to Rotary and Lions - **action GL**

Collections – Provide tins and label and provide extra hi-vis jackets - **action GL and PB**

2. FAIR RIDES LAYOUT OF RIDES

Produce plan for Stan Jarvis (H&S) because of gap requirements between equipment.

3. COOKING EQUIPMENT

Ascertain premises that will be installing equipment outside and ask for a copy of their risk assessment. To be monitored on the night with community police support - **action PB**

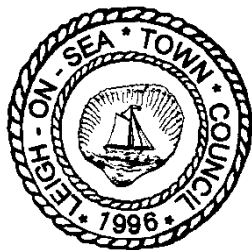
4. STREET CLEANING

Speak to Cory to for costs of a sweep through after the event - **action PB**

5. RADIO CONTACT

Check with security firm if radios can have a relay station due to the distance - **action PB**

The meeting closed at 10.15am



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Report 1962/FMWP

FARMERS' MARKET WORKING PARTY Meeting Thursday 20th October 2011

Present: Cllrs Pat Holden, Paul Lawrence, Carole Mulroney and Mr David Hammond,

In Attendance: Paul Beckerson (Town Clerk)

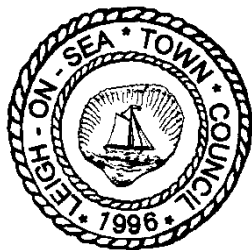
Not present: Cllr Donald Fraser and Mrs Elaine Crystall

1. Market dates for 2012 were approved, although at present they only run until July 2012 as the Community Centre is not taking bookings after that date on instructions from Southend BC.

Town Clerk is to lobby SBC for continued use for the Farmers' Market after that date. No alternative site for the market has been identified.

2. 2012 leaflet: Colour to be yellow. Questions were raised as to why it is card, not paper. DH to investigate comparative costs with printer. Leaflet will be printed with known dates, any further dates and any venue change will be added using stickers. Same quantity as last year probably (4000 ? Town Clerk to check). DH to check quantity remaining (Just over 1000). DH also to check with printer latest possible date for final proof to allow delivery of leaflets by mid December.
3. Stall costs; finances currently in the black so no change unless hall hire charges are significantly higher.
4. It was agreed that the Yardarm Folk Orchestra will be asked to play at the Christmas market. Their leader says there will be fewer players this year to keep the volume lower.

David Hammond
23 October 2011



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Report 1960/JWP

JUBILEE WORKING PARTY 25th October 2011

Present: Cllrs Pat Holden, Paul Lawrence, Carole Mulroney and Caroline Parker

In attendance: Paul Beckerson (Town Clerk)

The meeting opened at 6.10pm

19. FLAGS

Due to the costs of flags it was **AGREED** not to purchase any but to have a competition to make Union Jack flags in any shape or form i.e. hats.

20. LICENCES

A licence application will have to be made to SBC for the event; there was a need to check the premises licence to see if this covered the Library Gardens. All relevant licences to be obtained.

21. COLLECTION

This would be for the Chairman's charity.

22. ACTIVITIES

The Lions had confirmed that they would run the pig race.

It was **AGREED** that there should be one Bouncy Castle and that costings and charges be obtained.

Investigations would be made to see if an external power supply can be installed on the outside of the Library for use at events within the Gardens. PB would approach the Library to see if their power could be used. PB would approach Antony Daniels to see if a permanent supply could be installed. Contact with AD to be copied to Cllrs John Lamb and Nigel Holdcroft.

CM would contact David Stanley about the bands and their requirements.

23. BAR

Discuss with Geoff Brennan of the Rotary about the details of providing a bar.

24. SOFT DRINKS STALL

CM would contact David Elcock about the best way to supply soft drinks and whether he had agreement to running the stall.

25. FACE PAINTING

PB to obtain quotes for providing this service.

26. BUNTING

Prices had been obtained from two suppliers, one 36m at £16.99 and from Hampshire Flag 10m in quantities of 1 – 24 at £8.25. PL will walk the area to decide of the best placements and take measurements.

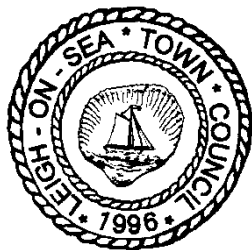
27. POLICE

PBV to liaise with police on the timing of the event and seek support.

28. FIRST AID
PB to approach Joy Watson to see if St John Ambulance can provide cover for the event.

29. ICE CREAM
CP would provide contact details of the Rossi ice cream lady.

The meeting closed at 6.50pm



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Report 1961/GFLWP

GOOD FOR LEIGH WORKING PARTY 27th October 2011

Present: Hilary Davison, Cllrs Pat Holden, Paul Lawrence and Carole Mulroney.

In attendance: Paul Beckerson (Town Clerk)

The meeting opened at 4.40pm

1. SPRING CLEAN EVENT

It was **agreed** to hold a Spring and Autumn event centred around Belton Hills and that these should be co-ordinated with SBC grass cuts (SBC to be informed). Hopefully the Spring event could coincide with the Easter event. The banners would need to be amended with the new dates. Councillors should organise the event maximising publicity with a photo opportunity and recruiting volunteers.

2. LEIGH IN FRONT AWARDS 5th November 2011

It was **agreed** that the names of the winners should be engraved after the presentation in order to confirm the spelling of the names. The medals should contain a black and white version of the LTC logo on the front with the engraving on the back. All the shields should be fixed to the trophy as they can be engraved afterwards.

A press release should be issued to the Echo and an invitation to attend the event and take pictures at 3.45pm. The event would run from 2pm to 4pm at the Leigh Road Baptist Church.

3. LEIGH IN FRONT 2012

Julia Tetley would be asked if the Horticultural Society would be happy to organise the event as this year if LTC did the photocopying and provided the medals and publicity.

4. GOOD FOR LEIGH AWARDS 2012

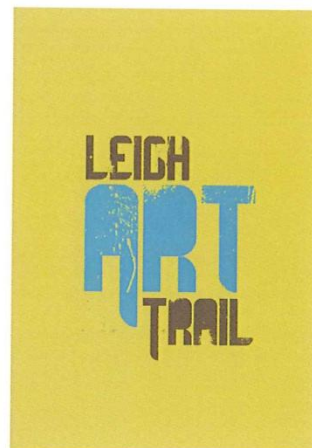
Around 5 nominations were needed for next years ATM, this would be placed on the next LFE agenda and also in the next edition of Leigh Matters.

The meeting closed at 5.15pm

The Leigh Art Trail
c/o Studio 3
85 Broadway West
Leigh-on-Sea SS9 1DR
Tel: 07903 011890

14th October 2011

Mr Paul Lawrence
Leigh Town Council
67 Elm Road
Leigh-on-Sea



Dear Mr Lawrence,

Firstly, an introduction, I'm Kirsty and I have recently taken over from Jan Simon as the Secretary for the Leigh Art Trail.

Jan tells me that, owing to an oversight on our part in asking, we did not receive the very generous sponsorship amount of £500 towards running the Trail this year which has previously been made available to us.

Therefore, I take this opportunity to enquire whether this could now be sent to us? I understand that we will need to enquire under separate cover in regard to the amount towards next year's Trail, and I will do so in due course.

Please do not hesitate to contact me should you have any queries.

With kind regards,

Yours,

A handwritten signature in purple ink, appearing to read 'Kirsty', is written over a faint, light purple circular stamp or watermark.

Kirsty McHattie
Secretary, Leigh Art Trail





Robin Levy

PROPERTY & PLANNING CONSULTANT

13 - 17 ALEXANDRA STREET
SOUTHEND-ON-SEA, ESSEX SS1 1EX

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E: robin@robinlevy.co.uk

The Town Clerk
Leigh on Sea Town Council
67 Elm Road
Leigh on Sea
Essex SS9 1SP

03 November 2011



Dear Sir

Mayflower Fish and Chip Shop

Thank you for your letter of the 20th of October 2011. What you have to say about the re-configuring of the internal area of the Mayflower is not quite correct. The internal areas have been substantially re-configured particularly so that the side window is available to the public. In this connection the public have been encouraged to use this new area, although kindly note that completion of the building works has only recently been effected.

In connection with your comments regarding "queues stretching across the High Street", you will know that during times of very good weather, school holidays and tourist stress, all of the High Street is usually crammed with pedestrians – certainly from the front of the Billet where their customers pass backwards and forwards continuously with glasses of alcohol across the highway, sit on their front seats with legs out on the highway, customers of the Osborne fish stall using their northern orientated window resulting in customers queuing across the road way. Slightly further down in front of what was the Peterboat car park a number of customers' cars are parked half way on the pavement and half way on the road and do not ever seem to get moved on. Then of course there is the daft practice of allowing drivers at any time of the day to drive along the High Street in the vain hope of being able to park in the car park adjoining the Mayflower. This car park is always to capacity from early in the morning, usually by visitors using the beach and hardly a space becomes available during the day and this is the main cause of upset and friction to the area. Drivers trying to pull into the car park to find a space are obstructed by drivers pulling out of the car park who have failed to find a space and there is hardly enough room for the cars to pass and this is repeated all the way along the High Street with cars to-ing and fro-ing trying to find a parking space and there are none.

Contd

Also at: Dengie Manor
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E: robinlevydengie@aol.com
Vat no: 546 227051

The vehicle interaction with pedestrians is an absolute nonsense and the Council should give active and urgent consideration to closing the High Street during peak visitor times except for deliveries and local residents who should be in benefit of a parking pass.

However, as for mitigating the customer practice of encroaching on to the High Street, we do our best in this regard but you will know that the pavement width in front of the subject premises is very narrow and can only accommodate at best one person at a time standing perpendicular to the serving window. In any event, there are few times only in the holiday season when the weather has been kind enough for such occasions as high volumes of customers to exist. However, I think the Council must decide on whether or not it wishes to continue what seems to be a campaign against what business activity remains in Old Leigh or support a campaign for pedestrianisation of the High Street and allow some car parking for the benefit of residents and business operators only together with structured access for delivery vehicles.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Robin Levy', written in a cursive style.

ROBIN LEVY

Dictated by Robin Levy, signed in his absence

LFE Budget 2011/12

Heading	B/F 2010/11	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Used
Community Transport*		6,124	2,657.50	10,824	4,123.28	1465.78	6,701	0.00
Flower baskets		0		5,000	0.00	0.00	5,000	0.00
First Aid Provision		0	0.00	1,000	350.00	350.00	650	35.00
Farmers Market*		1,800	1,243.50	2,130	881.04	-362.46	0	0.00
Strand Wharf	74,408	0		0	0.00	0.00	0	0.00
Leigh Lights*	1,400	4,300	630.00	22,303	1,530.00	900.00	22,173	5.00
Skate Park*				4,000	2,185.84	0.00	1,814	54.65
Paddling Pool	1,798	0		0	0.00	0.00	0	0.00
Grants to outside organisations		0		1,750	1,290.00	1290.00	460	73.71
Fishing Festival		800	224.96	2,800	2,522.27	2297.31	-297	90.08
May Day		0	9.48	500	320.00	310.52	189	64.00
Carols on Strand Wharf		0	50.00	500	21.00	-29.00	529	4.20
Easter Event		0	292.42	800	1,155.11	862.69	-63	144.39
Good for Leigh			0.00	500	7.00	7.00	493	1.40
Events Equipment					142.40	142.40	-142	
Community initiatives and recreational facilities				500	285.49	285.49	215	57.10
Staff costs				6,835	3,453.37	3453.37	3,382	50.52
Totals		13,024	5,107.86	59,442	18,266.80	13,158.94	33,259	30.73
Nett cost				46,418				

* see separate budgets below

13,385 Various

8,619.78

LFE Community Transport Budget 2011/12

Community Transport	B/F 2010/11	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Spent
Staff costs				3875	1,937.35		1,937.65	50.00
Ticket sales		6124	2,657.50		0.00		3,466.50	43.39
Trip costs				4752	1,521.33		3,230.67	32.01
Minibus hire				1265	514.00		751.00	40.63
CRB checks				70	0.00		70.00	0.00
Petrol				144	48.93		95.07	33.98
Refreshments				422	101.67		320.33	24.09
CTA membership				150	0.00		150.00	0.00
Midas Training				146	0.00		146.00	0.00
Totals		6124	2657.5	10824	4123.28		6,700.72	
Nett cost				4700	Actual	1465.78		31.19

LFE Farmers Market Budget 2011/12

Farmers Market	B/F 2010/11	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Used
Stall hire		1800	1,243.50		0.00		142.00	69.08
Hall Hire				1368	778.05		200.80	56.88
Leaflet				562	0.00		191.19	0.00
Farmers Market Pay				0	98.84		0.00	
Miscellaneous				0	4.15		-4.15	
Banners				200	0.00		200.00	0.00
Totals		1800	1243.5	2130	881.04	-362.46		
Nett cost				330				

Skate Park Budget 2011/12

Skate Park	B/F 2010/11			Budget Expenditure	Spend to Date		Balance	% Spent
Rent				50	0.00		50.00	0.00
Cleaning				800	635.79		164.21	79.47
Electricity				760	195.63		564.37	25.74
Miscellaneous				190	148.26		41.74	78.03
Skate Park Lighting	12,581.50				0.00		12,581.50	
Skate Park Pay				2200	1,206.16		993.84	54.83
Skate Park Maintenance					0.00		0.00	
Totals				4000	2,185.84		1,814.16	54.65

LFE Leigh Lights Budget 2011/12

Leigh Lights **	B/F 2009/10	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Spent
Column testing			0.00	800	750.00		50	93.75
Installation and removal			0.00	5638	0.00		5,638	0.00
Storage			0.00	1500	780.00			
Replacement bulbs			0.00	1035	0.00		1,035	0.00
Electricity			0.00	500	0.00		500	0.00
Traders contributions		3500	630.00		0.00		2,870	0.00
Switch-on security			0.00	2550	0.00		2,550	0.00
Entertainers			0.00	2600	0.00		2,600	0.00
Road closures, licences etc.			0.00	1430	0.00		1,430	0.00
Donations			0.00	500	0.00		500	0.00
Charges to stalls, fairs, collections		800	0.00		0.00	0	800	0.00
Capital 3rd Phase			0.00	4250	0.00		4,250	0.00
Support columns - erect and remove / Storage			0.00	1500	0.00		1,500	0.00
Totals	1400	4300	630.00	22303	1,530.00	900	22,173	5.00
Nett cost				18003				

Sheet 5

LFE Budget 2nd Draft - 20-10-11

Heading	Income	Expenditure
Community Transport*	6124	11506
Skate Park*	0	5785
Flower baskets	0	5000
First Aid Provision	0	1200
Farmers Market*	1800	2326
Strand Wharf	0	0
Leigh Lights*	4300	18511
Paddling Pool	0	0
Grants to outside organisations	0	1750
Fishing Festival	800	3000
May Day	0	500
Carols on Strand Wharf	0	500
Easter Event		800
Good for Leigh/Jubilee Event		1250
Playground Equipment		200
Staff costs		8485
Totals	13024	60613
Nett cost		47589

* see separate budgets below

Community Transport	Income	Expenditure
Staff costs		4557
Ticket sales	6124	
Trip costs		4752
Minibus hire		1265
CRB checks		70
Petrol		144
Refreshments		422
CTA membership		150
Midas Training		146
Totals	6124	11506
Nett cost		5382

Farmers Market	Income	Expenditure
Stall hire	1800	
Hall Hire		1368
Leaflet		550
Banners		200
Staff Cost		208
Totals	1800	2326
Nett cost		526

Skate Park	Income	Expenditure
Rent		50
Cleaning		800
Electricity		760
Miscellaneous		190
Skate Park Pay		2985
Skate Park Maintenance Prog		1000
Totals		5785

New

Leigh Lights	Income	Expenditure
Column testing		800
Installation and removal		4924
Replacement bulbs		1035
Traders contributions	3500	
Switch-on security		3300
Entertainers		2600
Road closures, licences etc.		3000
Donations		500
Capital Light Replacements		1000
Charges to stalls, fairs	800	
Support columns - erect and remove		1352
Totals	4300	18511
Nett cost		14211

10%

10%

5%