



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 Carole Mulroney
Vice Chairman: Cllr Caroline Parker
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 21st June 2012** at Leigh-on-Sea Town Council, 67 Elm Road, Leigh-on-Sea commencing at **7.30pm**.

AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETINGS OF THE 17th May 2012
5. TO NOTE CO-OPTION TO COMMUNITY TRANSPORT SUB-COMMITTEE OF Mr Brian Houssart MBE
6. APPOINTMENT OF LIAISON PERSON WITH ST JOHN AMBULANCE (could all Members of the Council please consider whether they could take on this role)
7. APPOINTMENT OF RESPONSIBLE PERSON FOR HANGING BASKETS (could all Members of the Council please consider whether they could take on this role)
8. ITEMS FOR DISCUSSION
 - a) Skate Park Works – Welding work complete, awaiting break in weather for remainder of work to be carried out
 - b) Jubilee Event – Feedback on event
 - c) Future Events – Assistance
 - d) Events Management and the role of staff and councillors (Item for clarification purposes)

The Chairman has asked the Town Clerk to clarify the position vis a vis staff and councillor responsibilities at events.

Legally the management of an event is the responsibility of staff who would be held liable in terms of the law. To give a practical example, if someone was injured, due to negligence it would be the Council corporate and that individual member of staff who could face court proceedings. Staff cannot have the responsibility without control. As it is not legal to delegate any authority to an individual councillor this must be the case.

When the Council runs events it has to abide by these rules and the member of staff takes decisions under delegated powers in consultation with the councillors who are present at the event, through a lead councillor(s). Councillors set policy at committee and to a limited degree at WP meetings, but it is the member of staff who has to retain overall control.

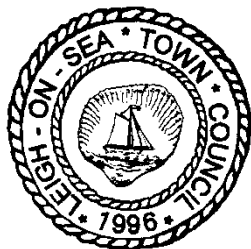
- e) Fishing Festival Working Party – 31st May 2012 – Report 2068/FFWP – Appendix 1
- f) Leigh-in-Front – Report on entrants, request for volunteers to get prizes. The following have already donated prizes, Natural Edge, Pot of Herbs and Oasis

- g) Leigh Lights – set date for Working Party meeting
- h) Strand Wharf – Awaiting TRO in order to proceed
- i) Olympics – Possible production of poster for Station foyer with agreement of c2c – or leaflet hand out
- j) Good for Leigh Working Party – Set date for meeting to discuss awards procedure (from F&GPC 6th June 2012)
- k) Flower Baskets – Cost of planting and disposal of plants
- l) Cemetery Clean Up – To ask for volunteers to take part in monthly clean up
- m) Paddling Pool – Annual Check



Paul Beckerson
Town Clerk
13th June 2012

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



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Report 2068/FFWP

FISHING FESTIVAL WORKING PARTY MEETING 31 MAY 2012

Present: Cllrs Paul Lawrence (Convenor), Pat Holden, Carole Mulrone

In Attendance: Vanda Moyses (Office Administrator) Andy Rattley Simply Seafood and Steve Meddle

Apologies: Mason West, W H Osbourne

The meeting opened at 4.30pm

1. Confirmation of date, times and high tide details

The date was confirmed as Sunday 19th August 2012 between 11am and 4pm. High tide that day is 14:33 at 5.89m.

Ric Morgan confirmed for announcements.
PH to review road closure signage.

2. Update on progress and provisional programme

Event forms completed, marquees booked and participants approached twice. Chasing still ongoing.

3. Charity for 2012.

It was agreed that the charity would be Fishermen's Mission.

4. Car Park Closures/Notices

Agreed that Victoria Wharf should be closed Sat and Sun.
Foundry car park closed Sun early morning
Book spaces under bridge by SS
Ask Parking to patrol early Sun morning to check for unauthorised parkers.
Leaflet drop in old town and signs advising of closure of car parks
Sign at top saying Fishing Festival and sign at roundabout saying 'No Public Parking beyond this point'
Check the cobbles for hazards.

5. Boats available

PL and VM to speak to and write to participants re boats available on site. Check for variety of boats. PL/VM to manage and co-ordinate.

Check with P Gilson re landing of catch or Anton Scott Robbie Hart or Richard of Leigh Fishing Co-op

6. Seafood

Check with S Ramm re requirements for free cockles. (Post Meeting Note: No problem)
Check with Jean Rowsell/Peter Dolby re handing out cockles. Ice and storage Simply Seafood. Cockles Steve Meddle.

7. Traditional Skills

Research additional traditional skills. Baskets, knots, sails, nets.
Approach Sea Scouts.
Dancing schools for dancing
Shantymen
Watersport display
The Yardarm background music
Leigh Sailing Club display/show

8. Other participants

Eddy Marsh – knots has confirmed
Chase –
Mark Johnson – nets
Des Pawson – rope
Steve Hall – sails
Look for sweet stall

Competition for children to be organised Lucy Brown and Celia Lunn.

9. Action items to be agreed

As above

10. Budget

Budget for event £3000

11. Any Other Business

Supply of electricity from scouts	VM
Sealife Centre – check arrangements	VM
Fishing Boats and landing catch – matters for WP	PL
Wesley Chapel refreshments	PH
Blessing	VM/PH
Hairs happy to do posters needed by beg of July.	
Posters/flyers to be prepared	PH
David Hurrell to supply picture for posters	PH

Signage and posters at Station
Chairs
Refreshments for workers in Foreshore office?
Laminated plan for stalls on marquee
Bins for cockles
Mark out Bell Wharf for stalls.
Need volunteers to help lift and hang bunting etc

Meeting closed at 5.20pm