

# Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288  
[council@leighonseatowncouncil.gov.uk](mailto:council@leighonseatowncouncil.gov.uk) [www.leighonseatowncouncil.gov.uk](http://www.leighonseatowncouncil.gov.uk)



QUALITY  
TOWN  
COUNCIL

Chairman: Cllr Carole Mulroney  
Vice Chairman: Cllr Caroline Parker  
Town Clerk: Paul Beckerson

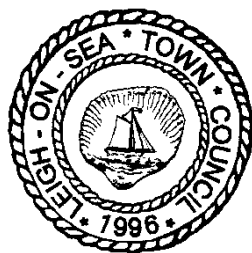
Notice is hereby given that the next meeting of the **Leisure, Foreshore & Environment Committee** of the Leigh-on-Sea Town Council will take place on **Thursday 20<sup>th</sup> September 2012** in Room 6, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm**.

## AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETINGS OF THE 19<sup>th</sup> JULY 2012
5. ITEMS FOR DISCUSSION
  - a) Leigh Lights Working Party 12<sup>th</sup> September 2012 – Report 2098 (Appendix 1)
  - b) Fishing Festival Working Party 23<sup>rd</sup> August 2012 – Report 2093 (Appendix 2)
  - c) Provision of Flower Baskets 2013 – Placement of Order
  - d) Environment Agency – Mudflats (Appendix 3)
  - e) Carols on Strand Wharf – to set date for Working Party meeting
  - f) Approval of purchase of Flying Banners from Events Equipment Budget (Temporary use outside LCC) and virements from unspent Events & other Budgets to cover outturn.  
  
Events Equipment Spend      £421.25  
  
Suggested virements Easter Event £173, May Day £111, Good for Leigh £137.25
6. BUDGET Report 2079 - Appendix 3

Paul Beckerson  
Town Clerk  
13<sup>th</sup> September 2012

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



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## LEIGH LIGHTS 12<sup>th</sup> September 2012 V Moyse

Report 2098/LLWP

Present: Cllrs, Pat Holden (Convenor), Geoff Crawford, Paul Lawrence, Carole Mulroney and Vanda Moyse (Events Officer)

### *The meeting opened at 6.30pm*

Leigh Lights will be held on 30 November 2012. An overview of the event was given:

Roads closure start for stall holders to set up	4.00pm	
Event opens	4.30pm	
Entertainment starts at	5.00pm	
Procession starts at Hadleigh Road	6.20pm	
Procession reaches St Clements	6.30pm	Lights are switched on by timer
Event finishes	8.00pm	
Roads reopen	8.30pm	

The following points were discussed:

- Extra members of council should be on the working party – but only if they can definitely commit to helping
- Entrants into the procession must be Christmas oriented – no undecorated cars
- Marshalling – professional or volunteers. Pros and cons were weighed up and agreed to use professionals for the pinch points but volunteers for outer area where less critical. PL to search for name of local marshalling company
- Letters to be prepared:
  - Traders re donations to lights, staying open late, participation and offers and explaining new food regulations – including risk assessments if on public land
  - Procession participants
  - Entertainers/stallholders – stallholders £25 – charities free
  - Invites to dignitaries
  - Town Crier – hire uniform
- Suggestion of a Christmas Market and Santa and Grotto to be held in the Community Centre earlier in the afternoon. (Post Meeting Note – there is already a Christmas Fair on the 1<sup>st</sup> December in the CC and to turn round the room and clean it as well as manage the other CC bookings and the lights could be extremely difficult – possibly next year).
- Approach Salvation Army for procession instead of Girls Marching Band
- Meeting to be arranged to discuss procession/entertainers/stallholders to be invited and ad for call for stallholders in next Leigh Times
- Meeting to be arranged with L Ferne and A Watling from SBC and WP.

### *The meeting closed at 7.30pm*



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## FISHING FESTIVAL WORKING PARTY DEBRIEF Report 2093/FFWP V Moyse

23 August 2012

The Fishing Festival took place on 19 August 2012. Event was well attended although some felt numbers were down on past years. This could have been due to holidays, Olympics and various other events taking place over the weekend including the Ipswich and West Mersea Maritime Festivals. In all there were 39 participants signed up to attend which included:

1. West Mersea Oysters – cancelled but replaced by West Maldon Oysters	2. Essex Wildlife Trust/Two Tree Island N
3. Osbornes - cancelled	4. Endeavour Trust
5. Simply Seafood	6. David Hurrell
7. Thameside Shellfish	8. Estuary Publishing
9. Sarah Ford, The Knotman	10. National Coastwatch Institution
11. St John Ambulance	12. Thorpe Bay Angling Association
13. Leigh Seafood Co-op	14. Kent & Essex Inshore Fisheries & Cons
15. RNLI, Safety Advice	16. The Leigh Society
17. SBC Pier and Foreshores	18. Zoological Society of London
19. Southern Marine Activities Centre	20. Cory Environmental
21. RSPB	22. Southend Museum
23. Port of London Authority	24. English Heritage
25. Essex Police – Marine Unit	26. London Port Health Authority
27. Coastguard Marine Rescue Unit	28. Sealife Adventure
29. Richard Herbert, Knot competition	30. Jubilee Sailing Trust
31. Leigh Town Council, Information	32. Thames Estuary Partnership
33. RSPB	34. The Yardarm Folk Orchestra
35. Steve Hall, Sail maker	36. Chris Bailey, Accordion player
37. RNLI, Souvenirs	38. Children's Sandcastle Competition
	39. Lower Thames Rowing Club

Event set up and breakdown was assisted by Scouts from Southend West Activity Centre and our new Janitor/Manual Officer as well as councillors and staff. This worked extremely well and was of great benefit.

Budget	<b>£3,000.00</b>
Marquees, tables and chairs	£1,395.00
Traffic management signs	£640.00
Parking	£350.00
Event charge	£50.00
<b>TOTALS</b>	<b>£2,585.00</b>
<b>Underspend</b>	<b>£415.00</b>

## Event De-brief

1. Marquees – make sure they have ends with doors and at that the sides are sections rather than one piece, to give options for installing.
2. Donation to Fishermen’s Mission from stall holders – should we ask for this in future or should we charge for stalls. It was felt by some that asking for payment for a stall might mean people not attending. To be reviewed.
3. Donation to SWAC scouts for their assistance. They provided transport and also collected the Sealife tank for their stall. Suggested sum of £150 which is available in the Fishing Festival Budget.
4. It was felt it was not necessary to mark up the exact positions of stall in chalk. Setting the number of tables requested with the chairs and labelling each stall with the name of the stallholder was sufficient when combined with a laminated Marquee plan.
5. Double check in advance with Sealife the exact dimensions of what they are bringing.
6. Provide guidelines on lifting/carrying and ladder safety for all volunteers and staff.
7. Check availability of keys in advance. Keys to Bell Wharf are held by Paul Gilson and Colin Sedgwick not Richard Eves. Keys to Foreshore & Piers office we have keys to get into the building. Keys to the Den – need to make sure these are accessible well in advance - Carol Tissington
8. St John Ambulance – drivers parked on the approach to Victoria Wharf despite being asked to park in the car park. They were from Castle Point team so this should not occur in future.
9. No parking in car parks without a permit even for a short time. A parking ticket was issued to someone as he parked to get his permit. This causes problems. Due to the huge cost of the parking £350 it may be worth thinking about limiting the number of parking permits issued.
10. Cockle stand – the cockles this year were very salty and needed to be rinsed. Supplies of vinegar, pepper, strainers etc – should be supplied by ourselves.

Donations from the Cockle stall, which usually go to the Fishermen’s Mission came to £150.00. Last year’s total was £224.00. It was suggested a donation of £50 from the underspend on the FF Budget be made to boost this sum.

11. More volunteers. Even using others to do set up and break down more volunteers to answer questions etc would have been useful.
12. All WP need to be kept informed about the event and to have a programme for the day and who is doing what.
13. All stewards must have a layout map and timetable so they can give out info when asked.
14. Ensure that Ric Morgan gets an programme and narrative a few days in advance.

### Budget Items requiring Authorisation

Donation to Venture Scouts	£150.00
Fishermen’s Mission Donation	£50.00

Items purchased for Fishing Festival but which will be used for events in general

Speaker leads	£33.33
Cable reel	£26.66

These items should be funded from the Events Equipment Budget with money vired from the underspend of the FF Budget.

## What are we telling you about?

This year has seen a significant loss of mudflats along the north bank of the Thames estuary in Essex.

## Where is this happening?

The greatest impact of this can be seen at Leigh on Sea, Chalkwell and Thorpe Bay, Southend.

## When?

The erosion has been more noticeable during this year.

## What is being done?

The reason for this erosion is being investigated by Southend Council and the Environment Agency, with the support of DP World London Gateway and the Kent & Essex Inland Fisheries & Conservation Authority (IFCA).

DP World London Gateway undertakes very extensive and detailed monitoring of the estuary to establish any impact of the deepening of the navigation channel that is required for the new London Gateway Port development. This includes monitoring the quality of the river water and the sediments, and any changes to the level of the inter-tidal areas.

Kent & Essex IFCA manages the cockle and fish populations of the estuary and ensures that the commercial fishery industry operates in a sustainable manner.

## Why?

Mudflats are a very important feature of the fringes of the Thames estuary and provide valuable habitat for a wide range of species including burrowing animals and insects, crustaceans such as cockles, and internationally important wading birds.

In addition, mudflats protect the underlying coarser aggregate which, in turn, supports the coastal defences along this part of the estuary.

## How will this benefit you?

This investigation could help to explain the reason for the loss in mudflats and may suggest a course of action that might prevent a worsening of the situation and, possibly, a restoration of this valuable habitat.

## What should you do and how can you get involved?

We would welcome information as to when the mudflats started to decrease to see whether it coincided with any particular event, such as the rather uncharacteristic weather conditions that have occurred over recent months.

Environment Agency Contact

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Project Manager (London Gateway).  
Environment Agency, Rivers House,  
Threshelfords Business Park,  
Inworth Road, Kelvedon, Essex,  
CO5 9SE.  
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email: [steve.bewers@environment-agency.gov.uk](mailto:steve.bewers@environment-agency.gov.uk)

**LFE Budget 2011/12**

Heading	B/F 2011/12	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Used
Community Transport*		6,124	821.00	11,506	2,245.37	1424.37	9,261	0.00
Flower baskets		0		600	0.00	0.00	600	0.00
First Aid Provision		0	0.00	1,000	351.60	351.60	648	35.16
Farmers Market*		1,800	852.00	2,326	60.63	-791.37	0	0.00
Strand Wharf	74,408	0		0	0.00	0.00	0	0.00
Leigh Lights*		4,300	90.00	17,711	1,140.00	1050.00	17,971	7.83
Skate Park*				5,785	4,362.56	0.00	1,422	75.41
Paddling Pool	1,798	0		0	0.00	0.00	0	0.00
Grants to outside organisations		0		500	500.00	500.00	0	100.00
Fishing Festival		800	150.92	3,000	2,456.00	2305.08	-105	81.87
May Day		0	34.54	500	423.09	388.55	111	84.62
Carols on Strand Wharf		0	0.00	500	0.00	0.00	500	0.00
Easter Event		0	219.72	800	846.79	627.07	173	105.85
Good for Leigh			70.00	800	0.00	-70.00	870	0.00
Events Equipment					421.25	421.25	-421	
Community initiatives and recreational facilities				200	0.00	0.00	200	0.00
Staff costs				17,718	2,977.52	2977.52	14,740	16.81
Jubilee Event			723.15		1,105.25			
<b>Totals</b>		<b>13,024</b>	<b>2,961.33</b>	<b>62,946</b>	<b>16,890.06</b>	<b>13,928.73</b>	<b>35,993</b>	<b>26.83</b>
Nett cost				49,922				

\* see separate budgets below

23,218 Various

**7,149.47**

**LFE Community Transport Budget  
2012/13**

<b>Community Transport</b>	<b>B/F 2011/12</b>	<b>Income</b>	<b>Inc. To Date</b>	<b>Expenditure</b>	<b>Spend to Date</b>	<b>Nett to Date</b>	<b>Balance</b>	<b>% Spent</b>
Staff costs				4557	1,338.27		3,218.73	29.37
Ticket sales		6124	821.00		0.00		5,303.00	13.41
Trip costs				4752	622.10		4,129.90	13.09
Minibus hire				1265	0.00		1,265.00	0.00
CRB checks				70	0.00		70.00	0.00
Petrol				144	0.00		144.00	0.00
Refreshments				422	0.00		422.00	0.00
CTA membership				150	0.00		150.00	0.00
Midas Training				146	285.00		-139.00	195.21
<b>Totals</b>		6124	821	11506	2245.37		9,260.63	
Nett cost				5382	Actual	1424.37		26.47

**LFE Farmers Market Budget 2012/13**

<b>Farmers Market</b>	<b>B/F 2011/12</b>	<b>Income</b>	<b>Inc. To Date</b>	<b>Expenditure</b>	<b>Spend to Date</b>	<b>Nett to Date</b>	<b>Balance</b>	<b>% Used</b>
Stall hire		1800	852.00		0.00		948.00	47.33
Hall Hire				1368	0.00		1,368.00	0.00
Leaflet				550	0.00		550.00	0.00
Farmers Market Pay				208	56.48		151.52	
Miscellaneous				0	4.15		-4.15	
Banners				200	0.00		200.00	0.00
<b>Totals</b>		1800	852	2326	60.63	-791.37		
Nett cost				526				

**Skate Park Budget 2012/13**

Skate Park	B/F 2011/12			Budget Expenditure	Spend to Date		Balance	% Spent
Rent				50	0.00		50.00	0.00
Cleaning				800	436.06		363.94	54.51
Electricity				760	89.91		670.09	11.83
Miscellaneous				190	55.25		134.75	29.08
Skate Park Pay				2985	781.34		2,203.66	26.18
Skate Park Maintenance	5078			1000	3,000.00		3,078.00	300.00
Totals				5785	4,362.56		1,422.44	75.41

**LFE Leigh Lights Budget 2012/13**

Leigh Lights **	B/F 2011/12	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Used
Column testing				800	750.00		50	93.75
Installation and removal				4924	0.00		4,924	0.00
Storage				1500	390.00		1,110	26.00
Replacement bulbs				1035	0.00		1,035	0.00
Electricity				300	0.00		300	0.00
Traders contributions		3500	90.00	800	0.00		-3,410	2.57
Switch-on security				3000	0.00		3,000	0.00
Entertainers				0	0.00		0	
Road closures, licences etc.				3000	0.00		3,000	0.00
Charges to stalls, fairs, collections		800	0.00		0.00	0	-800	0.00
Capital Renewals				1000	0.00		1,000	0.00
Support columns - erect and remove / Storage				1352	0.00		1,352	0.00
Totals	1400	4300	90.00	17711	1,140.00	1,050	17,971	7.83
Nett cost				13411				