

# 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)

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

**Q**  
QUALITY  
TOWN  
COUNCIL

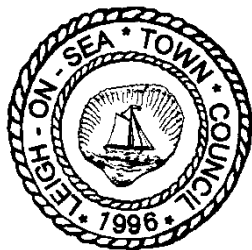
Notice is hereby given that the next meeting of the **Leisure, Foreshore & Environment Committee** of the Leigh-on-Sea Town Council will take place on **Thursday 18<sup>th</sup> October 2012** in Room 6, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm**.

## AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETING ON 20<sup>th</sup> SEPTEMBER 2012
5. COMMUNITY TRANSPORT SUB-COMMITTEE MINUTES 25<sup>th</sup> September 2012 (Appendix 1)
6. ITEMS FOR DISCUSSION
  - a) Farmers' Market Working Party 10<sup>th</sup> October 2012 – Report 2113 (Appendix 2)
  - b) Access and Parking Restrictions on Cockle Row – Cllr Richard Herbert to report
  - c) Maxi Green – This project has EU funding for a consultation from Tilbury to Leigh-on-Sea which involves identifying attractions within walking distance of the railway stations. The project which has been initiated by Essex County Council and involves the Unitary Authorities as well is looking for support and publicity. The Consultants will be having a stall at the next two Farmers' Markets.
  - d) Strand Wharf – To set date for Working Party meeting
7. BUDGET Report 2109 – (Appendix 3)
8. BUDGET – LEISURE, FORESHORE AND ENVIRONMENT FOR 2013/14 – (Appendix 4)

Paul Beckerson  
Town Clerk  
11<sup>th</sup> October 2012

**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 25<sup>th</sup> SEPTEMBER 2012 AT THE LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Donald Fraser, Carole Mulroney, Margaret Cotgrove, Pat Holden and Paul Lawrence.

Also in attendance, Mrs Ruby Frost, Mr Brian Houssart MBE and Vivien Choppen (CTO).

***Meeting started 10.30am***

**5. APOLOGIES FOR ABSENCE**

Mrs Reta Cocks

**6. DECLARATION OF MEMBERS' INTERESTS**

None

**7. MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting on 3<sup>rd</sup> July 2012 were agreed by the sub-Committee and signed by the Chairman.

**8. MEMBERSHIP UPDATE**

The membership of the Community Transport Scheme currently stands at 163 members.

**9. REPORT ON TRIP TAKEN SINCE LAST MEETING:**

- a. **Wat Tyler Park** - Thursday 19<sup>th</sup> July. 19 members and 4 helpers thoroughly enjoyed a full day visit to the park. Unfortunately the presentation by the Essex Field Club on the natural history of the area did not take place as planned for the morning, however this was made up for by a brilliant guided tour of the Tudor Cottages in the afternoon. Several members subsequently popped into the office to thank the helpers for a splendid day out.
- b. **Tropical Wings**.- Thursday 2<sup>nd</sup> August. 20 members and 4 helpers thoroughly enjoyed this return visit to the butterfly park. For this trip members made their own lunch arrangements and this worked better than the pre-arranged meal organised in the past.

**13. FUTURE EVENTS**

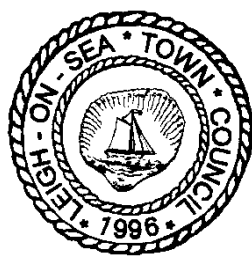
The Community Transport Officer was asked to arrange the following theatre trips:

- a. Last Night of the Autumn Proms on Sunday 4<sup>th</sup> November (Matinee) at the Cliffs Pavilion
- b. David Stanley and Friends Concert on Saturday 10<sup>th</sup> November at the Community Centre
- c. The Mencap Christmas Concert on Friday 14<sup>th</sup> December at Highlands Methodist Church
- d. Cinderella (Pantomime) on Thursday 3<sup>rd</sup> January 2013 (Matinee) at the Cliffs Pavilion
- e. The Cranleigh Quintet on Friday 22<sup>nd</sup> February at the Plaza Centre

***Meeting ended 11.20am***

Vivien Choppen  
**Community Transport Officer**  
25<sup>th</sup> September 2012

Next meeting 4<sup>th</sup> December 2012 at 10.30 am



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Report 2113/FMWP

## FARMERS' MARKET WORKING PARTY 10<sup>th</sup> October 2012

Present: David Hammond (Convenor), Cllrs Mark Bromfield, Donald Fraser, Pat Holden, Paul Lawrence and Carole Mulroney

In Attendance: Paul Beckerson (Town Clerk)

### *The meeting opened at 7.01pm*

#### 1. DATES FOR 2013

February to November: 3<sup>rd</sup> Friday of each month

15<sup>th</sup> February  
15<sup>th</sup> March  
19<sup>th</sup> April  
17<sup>th</sup> May  
21<sup>st</sup> June  
19<sup>th</sup> July  
16<sup>th</sup> August  
20<sup>th</sup> September  
18<sup>th</sup> October  
15<sup>th</sup> November

December: last Saturday before Christmas, 21<sup>st</sup> December

#### 2. LEAFLET FOR 2013

Layout and presentation as before with some changes to participants, 4000 and orange in colour.

#### 3. STALL COSTS FOR 2013

The charges and budget were reviewed. It is **RECOMMENDED** that the charges be changed as follows:

1 Table	£12
1.5 Tables	£15
2 Tables	£20
3 Tables	£25

This should generate an extra £240 in income. If these changes are agreed it is **RECOMMENDED** that the budget be amended as follows.

Farmers Market	Income	Expenditure
Stall hire	2040	
Hall Hire		1884
Leaflet		380
Banners		0
<b>Totals</b>	<b>2040</b>	<b>2264</b>
Nett cost		<b>224</b>

4. CHRISTMAS MARKET ENTERTAINMENT

It was **AGREED** to book the Yard Arm Folk Orchestra for the December market.

5. AOB

A request for a salad catering stall had been received. It was **AGREED** to trial it.

The Working Party welcomed the fact that the Café would be open from November.

***The meeting closed at 7.25pm***

**LFE Budget 2011/12**

Heading	B/F 2011/12	Income Budget	Inc. To Date	Expenditure Budget	Spend to Date	Nett to Date	Balance	% Used
Community Transport*		6,124	821.00	11,506	3,095.83	2274.83	8,410	0.00
Flower baskets		0		600	0.00	0.00	600	0.00
First Aid Provision		0	0.00	1,000	1,261.60	1261.60	-262	126.16
Farmers Market*		1,800	1,033.00	2,326	158.65	-874.35	0	0.00
Strand Wharf	74,408	0		0	0.00	0.00	0	0.00
Leigh Lights*		4,300	100.00	17,637	1,140.00	1040.00	16,497	7.80
Skate Park*	3,078			5,785	5,008.28	0.00	3,855	56.51
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	2,756.92	2606.00	-406	91.90
May Day		0	34.54	389	423.09	388.55	0	108.76
Carols on Strand Wharf		0	0.00	500	0.00	0.00	500	0.00
Easter Event		0	219.72	627	846.79	627.07	0	135.05
Good for Leigh / Jubilee Event			793.15	663	1,105.25	312.10	351	166.77
Events Equipment				421	454.58	454.58	-33	107.91
Community initiatives and recreational facilities				200	0.00	0.00	200	0.00
Staff costs				17,718	3,237.74	3237.74	14,480	18.27
<b>Totals</b>		<b>13,024</b>	<b>3,152.33</b>	<b>62,872</b>	<b>19,988.73</b>	<b>16,836.40</b>	<b>33,012</b>	<b>31.79</b>
Nett cost				49,848				

\* see separate budgets below

23,218 Various

**8,126.04**

**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	2,073.73		2,483.27	45.51
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	115.00		1,150.00	9.09
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	3095.83		8,410.17	
Nett cost				5382	Actual	2274.83		42.27

**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	1,033.00		0.00		767.00	57.39
Hall Hire				1368	0.00		1,368.00	0.00
Leaflet				550	0.00		550.00	0.00
Farmers Market Pay				208	154.50		53.50	
Miscellaneous				0	4.15		-4.15	
Banners				200	0.00		200.00	0.00
<b>Totals</b>		1800	1033	2326	158.65	-874.35		
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	519.46		280.54	64.93
Electricity				760	120.25		639.75	15.82
Miscellaneous				190	64.73		125.27	34.07
Skate Park Pay				2985	1,303.84		1,681.16	43.68
Skate Park Maintenance	3078			1000	3,000.00		1,078.00	73.57
Totals	3078			5785	5,008.28		3,854.72	56.51

**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				6650	0.00		6,650	0.00
Storage				1900	390.00		1,510	20.53
Replacement bulbs				1035	0.00		1,035	0.00
Electricity				300	0.00		300	0.00
Traders contributions		3500	100.00	800	0.00		-3,400	2.86
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		4300	100.00	17637	1,140.00	1,040	16,497	7.80
Nett cost				13337				

## Sheet 5

## LFE Budget 1st Draft - 09-10-12

Heading	Income	Expenditure
Community Transport*	4500	11437
Flower baskets	0	5500
First Aid Provision	0	1000
Farmers Market*	**2040	**2264
Strand Wharf	0	0
Leigh Lights*	4250	20910
Paddling Pool	0	0
Grants to outside organisations	0	1760
Fishing Festival	100	3071
May Day	0	500
Carols on Strand Wharf	200	315
Easter Event	200	1050
Good for Leigh		500
Events Equipment		200
Town Guide		400
Community initiatives and recreational facilities		500
Staff costs		17324
Totals	11290	66731
Nett cost		55441

\* see separate budgets below

\*\* If approved under item 6(a)

Community Transport	Income	Expenditure
Staff costs		5127
Ticket sales	4500	
Trip costs		3900
Minibus hire		1300
CRB checks		200
Petrol		150
Refreshments		150
CTA membership		270
Midas Training		150
Misc		130
Driver Licence Verification		60
Totals	4500	11437
Nett cost		6937



<b>Farmers Market</b>	<b>Income</b>	<b>Expenditure</b>
Stall hire	2040	
Hall Hire		1884
Leaflet		380
Banners		0
Totals	2040	2264
Nett cost		224

<b>Skate Park</b>	<b>Income</b>	<b>Expenditure</b>
Rent		50
Cleaning		850
Electricity		450
Miscellaneous		110
Staff costs		3942
Skate Park Maintenance Prog		1000
Totals		6402

<b>Leigh Lights</b>	<b>Income</b>	<b>Expenditure</b>
Column testing		800
Installation and removal		6700
Storage		2000
Power		300
Replacement bulbs / renewal		1100
Traders contributions	3000	
Switch-on security		3200
Entertainers		1000
Road closures, licences etc.		2460
Donations	700	700
First Aid		150
<b>Capital Renewals</b>		1000
Charges to stalls, fairs	550	
Support columns - erect and remove plus storage		1500
Totals	4250	20910
Nett cost		16660