



# Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288  
council@leighonseatowncouncil.gov.uk 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> December 2012**, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm**.

**It is hoped that Students from Belfairs Academy will be attending the meeting as a resumption of our liaison with that organisation.**

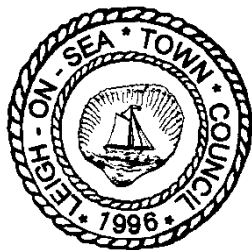
## AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETING ON 15<sup>th</sup> NOVEMBER 2012
5. MINUTES OF THE COMMUNITY TRANSPORT SUB-COMMITTEE 4<sup>th</sup> December 2012 – (Appendix 1)
6. ITEMS FOR DISCUSSION
  - a) Appointment of LTC Representative to SBC Biodiversity and Environmental Awareness Working Party (Replacing Former LTC Councillor Reta Cocks)
  - b) Old Town Community Group Minutes 8<sup>th</sup> October 2012 – (Appendix 2)
  - c) Old Town Community Group Minutes 10<sup>th</sup> December 2012 – (Appendix 3)
  - d) Centenary of Leigh Community Centre 2014
  - e) Centenary of World War 1 2014
  - f) To setup Marine Event 2014 Working Party, set date of meeting and consider participants.
7. MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

That in view of the confidential nature of the business to be transacted in item 8 the public and press be temporarily excluded and they are instructed to withdraw (SO.1(c)) - (Contractual)
8. Lights Storage and Contract 2013 (Confidential Appendix)
9. BUDGET Report 2135 – 12<sup>th</sup> December 2012 – (Appendix 4)
10. BUDGET 2013/14 – Possible amendments from Agenda Item 7 (Appendix 5)

Paul Beckerson  
Town Clerk  
13<sup>th</sup> December 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 4<sup>th</sup> DECEMBER 2012 AT THE LEIGH COMMUNITY CENTRE,  
71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Donald Fraser, Carole Mulronee, Margaret Cotgrove, Pat Holden.

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

**Meeting started 10.30am**

**17. APOLOGIES FOR ABSENCE**

Cllr Paul Lawrence

**18. DECLARATION OF MEMBERS' INTERESTS**

None

**19. MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting on 25<sup>th</sup> September 2012 were agreed by the sub-Committee and signed by the Chairman.

**20. MEMBERSHIP UPDATE**

The membership of the Community Transport Scheme currently stands at 160 members.

**21. REPORT ON TRIPS TAKEN SINCE LAST MEETING:**

- a) **Last Night of the Autumn Proms** - Sunday 4<sup>th</sup> November (Matinee) at the Cliffs Pavilion. This concert was poorly supported and 3 tickets at £33.00 each (including charge for transport) remained unsold. However those members who attended enjoyed the classical performances of the London Concert Orchestra and soloists and robustly joined in the singing and flag waving of the Proms finale.
- b) **David Stanley and Friends Concert** - Saturday 10<sup>th</sup> November at the Community Centre. This was a hugely successful fund raising event for the Community Centre and 10 of our members attended. If another concert was organised, members suggested that they would like to have had a programme and song sheets for audience participation in the sing along parts of the concert. Improved staging so that solo artist could be elevated was also a suggestion.
- c) **Fiddler on the Roof** – Friday 16<sup>th</sup> November at the Cliffs Pavilion. This concert trip was added to the programme, at the request of one of our members, after the last Community Transport meeting. Feedback from the 28 members who attended was that although the show was a little long it was extremely well performed by Southend Operatic & Dramatic Society. Further some members requested the choice of seats in the tiered section of the Cliff's Pavilion in future.

**22. PROGRESS ON ARRANGEMENTS MADE FOR FUTURE EVENTS:**

- a) **The Mencap Christmas Concert** on Friday 14<sup>th</sup> December at Highlands Methodist Church. 28 tickets have been obtained and transport arrangements are being made.

- b) **Cinderella (Pantomime)** on Thursday 3<sup>rd</sup> January 2013 (Matinee) at the Cliffs Pavilion. 26 tickets have been purchased and transport arrangements are being made.
- c) **The Cranleigh Quintet** on Friday 22<sup>nd</sup> February at the Plaza Centre. This concert trip has yet to be organised.

### 23. FUTURE EVENTS

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

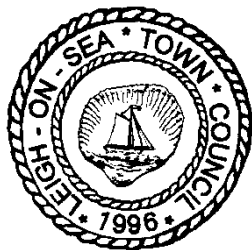
- a) The Irish House Party at the Palace Theatre on Friday 8<sup>th</sup> March 2013
- b) Alan Ayckbourn's A Cricket Match at the Palace Theatre on Wednesday 20<sup>th</sup> March 2013

Cllr Pat Holden suggested an annual membership charge of £2.00 to cover postage. Whilst this suggestion was considered to have some merit, the administrative resource cost of putting it into action was thought likely to be counter productive. However it was a suggestion that might be re visited in the future.

***Meeting ended 11.05am***

Vivien Choppen  
**Community Transport Officer**  
11<sup>th</sup> December 2012

Next meeting 12<sup>th</sup> March 2013 at 10.30 am



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## OLD TOWN COMMUNITY GROUP Meeting 8<sup>th</sup> October 2012

Present: Nick James (Vice Chairman), Cllr Pat Holden, Cllr Paul Lawrence, Lynn Jones (SBC Foreshore Officer),

In attendance: Vivien Choppen (Assistant to Town Clerk)

### *The meeting opened at 7.40pm*

#### 1. CHAIRMAN'S OPENING REMARKS

The Vice Chairman welcomed all to the meeting.

#### 2. APOLOGIES FOR ABSENCE

Cllr Carole Mulronee, Cllr Donald Fraser, PCSO Angela Westall, PCSO Sharon Polkinghorn and Colin Sedgwick.

#### 3. MINUTES OF THE MEETING OF 16<sup>th</sup> JULY 2012

The minutes of the 16<sup>th</sup> July 2012 were signed subject to an amendment to min 5b, namely the reference to Victoria Wharf should read Bell Wharf.

#### 4. REVIEW OF ACTION OR PROGRESS SINCE LAST MEETING

- a) **Reposition of Mirror at Leigh Station and Sign** Andrew Meddle's (SBC) response to the group's concerns about this potential hazardous stretch of road on the bridge to the side of the railway station did not take the matter forward significantly. Cllr Pat Holden undertook to contact Adrian Watling to discuss a range of options to help improve safety on this stretch of road, namely the location and height of the mirror for the benefit of both pedestrians and drivers, the positioning of a sign to alert drivers to the mirror ahead and the scope for a road traffic order to reduce speed on the bridge.
- b) **Parking Stress in Old Leigh** Cheryl Hindle's (SBC) response to reject the group's request for a 'Limited Parking Beyond this Point' sign was accepted reluctantly. The group considered the rationale underpinning her conclusion as questionable, but agreed no further action would be taken for the present.
- c) **Wheel Clamping Operation on Gas Wharf** Following a recent change in the law, the group undertook to ask LTC to investigate whether those who are operating the wheel clamping regime to the rear of Simply Seafood have lawful authority to do so under the new legislation.
- d) **Shelter on the Cinderpath** The shelter has sustained further damage. The group concluded that if the formalities between SBC and the current prospective sponsor could not be concluded by the end of October then it would ask LTC to seek another sponsor.

- e) **Mudflats Erosion** The group noted the content of the attached paper provided by the Environment Agency and the concerns expressed about increased erosion and recent shoreline changes. Recipients of these minutes are asked to forward to LTC ([viven.choppen@leighseatowncouncil.gov.uk](mailto:viven.choppen@leighseatowncouncil.gov.uk)) any hard evidence, particularly photographs, they may have showing the changing coastline at Leigh. LTC would coordinate responses and forward to the Sea Defence Engineer.

5. CRIME & DISORDER

No update available

6. PLANNING APPLICATIONS

The Planning Application for alterations to a storage space adjoining the public toilets on Bell Wharf and use as a refrigeration store was noted.

7. OTHER MATTERS

a) **Possible Blocked Drain outside the Crooked Billet**

LTC undertook to speak to Robin Figg of Anglian Water about the problem. Lynn Jones to provide contact details.

b) **Colin Sedgwick**

The group expressed their congratulations to Colin Sedgwick, who has recently been awarded the Silver Citizen Award for services to the Royal National Lifeboat Institution.

c) **Street Lamps**

Nick James and Cllr Paul Lawrence undertook to drive round the town to identify street lamps that were not working and to notify SBC accordingly.

d) **Peter Boat Music Festival**

Inadequate toilet facilities were noted at the recent Music Festival. LTC undertook to feed back the matter to SBC Licensing.

8. DATE OF NEXT MEETING

The next meeting was set for Monday 10<sup>th</sup> December at 7.30pm

***The meeting closed at 9.35pm***

## Reduction of mudflats along Southend foreshore



### 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?

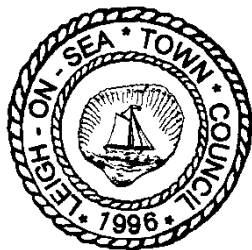
This investigation could help to explain the reason for the loss in mudflats and may suggest a course of action that might prevent a worsening of the situation and, possibly, a restoration of this valuable habitat.

### 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

Steve Bewers  
Project Manager (London Gateway),  
Environment Agency, Rivers House,  
Threshelfords Business Park,  
Inworth Road, Kelvedon, Essex,  
CO5 9SE.  
Tel: 01473 706348  
email: [steve.bewers@environment-agency.gov.uk](mailto:steve.bewers@environment-agency.gov.uk)



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Vice Chairman: Cllr Caroline Parker  
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## OLD TOWN COMMUNITY GROUP Meeting 10<sup>th</sup> December 2012

Present: Cllr Carole Mulroney (Chairman), Cllr Paul Lawrence, Margaret Buckey, (Leigh Society, Lynn Jones (SBC Foreshore Officer),

In attendance: Vivien Choppen (Assistant to Town Clerk)

### *The meeting opened at 7.30pm*

#### 1. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all to the meeting.

#### 2. APOLOGIES FOR ABSENCE

Cllr Donald Fraser, Cllr Richard Herbert, Cllr Pat Holden, Nick James and Colin Sedgwick.

#### 3. MINUTES OF THE MEETING OF 8<sup>th</sup> OCTOBER 2012

The minutes of the 8<sup>th</sup> October 2012 were signed as a correct record.

#### 4. REVIEW OF ACTION OR PROGRESS SINCE LAST MEETING

f) **Reposition of Mirror at Leigh Station and Sign** the report of Cllrs Holden and Lawrence's meeting with Adrian Watling and Cheryl Hindle-Terry, as reported in the agenda, was noted.

g) **Shelter on the Cinderpath** The damage had been repaired. The potential sponsor had dropped out. The Group agreed that the Chairman should write to the Yacht Club to see if they were prepared to sponsor the shelter<sup>1</sup>, failing this the local churches. If both failed it is RECOMMENDED that a press advertisement. be placed seeking sponsorship.

h) **Blocked drain outside Crooked Billet** This had been repaired.

i) **Peterboat Music Festival** – The Council indicated they did not think this was a problem. It was agreed to monitor future events.

j) **Street lights** – These had been repaired, subject to checking Belton Bridge.

k) **Strand Wharf** - a clean up had been carried out by Nick James in conjunction with Corys. The dumped dinghies had been served with notices for their removal which would take place shortly.

#### 5. CRIME & DISORDER

No reported issues.

<sup>1</sup> Subsequent to the meeting Cllr Richard Herbert undertook to approach the Yacht Club



6. PLANNING APPLICATIONS

The Planning Applications for alterations to a storage space adjoining the public toilets on Bell Wharf and use as a refrigeration store and dormer in 57 High Street were noted.

7. OTHER MATTERS

**e) Footbridge at Sarah's Tearoom**

The footbridge has been closed by Network Rail for lighting repairs which should be done in the next month. It was agreed that the Chairman should advise Network Rail that the lights needed to be out of reach of children.

**f) Red Telephone Box**

It was agreed to seek sponsorship for the Box and that the Chairman should approach the Boatyard Restaurant in the first instance.

8. DATE OF NEXT MEETING

The next meeting was set for Monday 18<sup>th</sup> February at 7.30pm

***The meeting closed at 7.55pm***

**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	2,042.00	11,506	5,464.29	3422.29	6,042	0.00
Flower baskets		0		600	0.00	0.00	600	0.00
First Aid Provision		0	0.00	1,000	1,072.60	1072.60	-73	107.26
Farmers Market*		1,800	1,385.00	2,326	979.78	-405.22	0	0.00
Strand Wharf	74,408	0		0	0.00	0.00	0	0.00
Leigh Lights*		4,300	3,761.54	17,637	7,601.35	3839.81	10,036	28.79
Skate Park*	3,078			5,785	6,973.07	0.00	1,890	78.68
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	21.00	21.00	479	4.20
Easter Event		0	219.72	627	846.79	627.07	0	135.05
Good for Leigh / Jubilee Event			793.15	663	1,225.65	432.50	230	184.93
Events Equipment				421	454.58	454.58	-33	107.91
Community initiatives and recreational facilities				200	390.00	390.00	-190	195.00
Staff costs				17,718	3,954.65	3954.65	13,763	22.32
<b>Totals</b>		<b>13,024</b>	<b>8,386.87</b>	<b>62,872</b>	<b>32,663.77</b>	<b>24,276.90</b>	<b>25,571</b>	<b>51.95</b>
Nett cost				49,848				

\* see separate budgets below

23,218 Various

**9,374.35**

**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	2,601.29		1,955.71	57.08
Ticket sales		6124	2,042.00		0.00		4,082.00	33.34
Trip costs				4752	2,308.00		2,444.00	48.57
Minibus hire				1265	245.00		1,020.00	19.37
CRB checks				70	10.00		60.00	14.29
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	300.00		-154.00	205.48
Totals		6124	2042	11506	5464.29		6,041.71	
Nett cost				5382	Actual	3422.29		63.59

**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	1,385.00		0.00		415.00	76.94
Hall Hire				1368	555.75		812.25	40.63
Leaflet				550	263.00		287.00	47.82
Farmers Market Pay				208	154.50		53.50	
Miscellaneous				0	6.53		-6.53	
Banners				200	0.00		200.00	0.00
Totals		1800	1385	2326	979.78	-405.22		
Nett cost				526				

**Skate Park Budget 2012/13**

\*There is £631 Collections not accounted for.

\*\*This to be carried forward to 2013/14 to allow for restringing displays which are defective

Skate Park	B/F 2011/12			Budget Expenditure	Spend to Date		Balance	% Spent
Rent				50	50.00		0.00	100.00
Cleaning				800	694.44		105.56	86.81
Electricity				760	170.63		589.37	22.45
Miscellaneous				190	77.23		112.77	40.65
Skate Park Pay				2985	1,587.77		1,397.23	53.19
Skate Park Maintenance	3078			1000	4,393.00		-315.00	107.72
Totals	3078			5785	6,973.07		1,889.93	78.68

**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	675.00		5,975	10.15
Storage				1900	670.00		1,230	35.26
Replacement bulbs				1035	0.00		1,035	0.00
Electricity				300	0.00		300	0.00
Traders contributions		3500	2,365.00	0	0.00		-1,135	67.57
Switch-on security				3000	2,332.00		668	77.73
Entertainers				0	65.00		-65	
Road closures, licences etc.				3000	2,855.46		145	95.18
Charges to stalls, fairs, Collections		800	1,396.54	800	253.89*	1,143	343	142.83
Capital Renewals				1000**	0.00		1,000	0.00
Support columns - erect and remove / Storage				1352	0.00		1,352	0.00
Totals		4300	3,761.54	17637	7,601.35	3,840	10,036	28.79
Nett cost				13337				

## Possible Change if Agenda Item 7 Adopted (Highlighted in Yellow)

Sheet 5

## LFE Budget 3rd Draft (Committee Recommendations) - 18-10-12

<b>Heading</b>	<b>Income</b>	<b>Expenditure</b>
Community Transport	4500	11,437
Skate Park		6,538
Flower baskets	0	5,500
First Aid Provision	0	1,000
Farmers Market	2040	2,264
Strand Wharf	0	0
Leigh Lights*	3250	19,510
Paddling Pool	0	0
Grants to outside organisations	0	1,000
Fishing Festival	0	1,500
May Day	0	500
Carols on Strand Wharf	0	200
Easter Event	200	1,050
Good for Leigh		500
Events Equipment		200
Town Guide		400
Community initiatives and recreational facilities		500
Staff costs		17,324
Totals	9990	69,423
Nett cost		59,433

\* see separate budgets below

<b>Leigh Lights</b>	<b>Income</b>	<b>Expenditure</b>
Column testing		800
Installation and removal		6,500
Storage		2,000
Power		300
Replacement bulbs / renewal		1,100
Traders contributions	2000	
Switch-on security		2,000
Entertainers		1,000
Road closures, licences etc.		2,460
Donations	700	700
First Aid		150
<b>Capital Renewals</b>		*1,000
Charges to stalls, fairs	550	
Support columns - erect and remove plus storage		1,500
Totals	3250	19,510
Nett cost		16,260

\*It is proposed to increase this by the £1,000 c/f from 2012/13 on capital renewals and any underspend in 2012/13 generally.