



# 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 Mulrone  
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 21<sup>st</sup> March 2013**, 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 21<sup>st</sup> FEBRUARY 2013
5. ITEMS FOR DISCUSSION
  - a) Old Town Community Group Meeting 18<sup>th</sup> February 2013 – (Appendix 1)
  - b) Maritime Festival Working Party 15<sup>th</sup> January 2013 – Report 2178/MFWP - (Appendix 2)
  - c) Easter Event – Update Cllr Caroline Parker
  - d) Folk Festival application for grant aid – (Appendix 3)
  - e) Cemetery Clean Up starting again in April – Call for volunteers
  - f) Good for Leigh Awards 2013
6. BUDGET Report 2181 – 13<sup>th</sup> January 2013 – (Appendix 4)
7. TO RECOMMEND ANY EARMARKED RESERVES TO F&GPC.
8. EXCLUSION OF PRESS AND PUBLIC  
That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. (Contractual)
9. STRAND WHARF – Architect's Fees and proposals (Confidential Appendix)

Paul Beckerson  
Town Clerk  
14<sup>th</sup> March 2013

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



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## OLD TOWN COMMUNITY GROUP Meeting 18<sup>th</sup> February 2013

Present: Cllr Carole Mulroney (Chairman), Cllr Donald Fraser, Cllr Paul Lawrence, Cllr Pat Holden, Cllr Richard Herbert, Nick James (Custom House) Margaret Buckey, (Leigh Society), Joy Watson (St Johns Ambulance), Richard Longstaff (Architect)

In attendance: Vivien Choppen (Senior Administrator)

### *The meeting opened at 7.30pm*

#### 1. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all to the meeting and introduced Richard Longstaff who would be giving a presentation on the draft schemes for Strand Wharf.

#### 2. APOLOGIES FOR ABSENCE

Ian Johnson (Scouts), Lynn Jones (Foreshore Office), Carole Fox (PSCO) Robin Levy & Joyce Heath (The Mayflower).

#### 3. MINUTES OF THE MEETING OF 10<sup>th</sup> DECEMBER 2013

The minutes of the 10<sup>th</sup> December 2013 were signed as a correct record.

#### 4. STRAND WHARF

Richard Longstaff presented two schemes, designed to open up discussions for the development of Strand Wharf. Both options involved turning this under-used and under-valued area into a vehicle free public place for use by families, the old and the young, and utilising a design that would retain the connection with the fishing heritage of the area. Discussion ensued concerning:

- A compass theme embedded in the ground
- The need for a durable floor surface
- Low level lighting around the periphery of the wharf
- The size, shape and location of refuge areas
- Planted areas and plant types
- Seating with or without back support
- Litter bins
- Highway access to the two parking spaces for Sea King and their usage on event days
- Displays, with historical information
- A memorial for fishermen
- Memorial benches

The group were enthusiastic about both designs.

The Chairman undertook to prepare a short report to the LFE Committee to seek members views on the two schemes. She also undertook to approach SBC Highways regarding the use of yellow lines and demarcation of the highway area.

#### 5. REVIEW OF ACTION OR PROGRESS SINCE THE LAST MEETING:

*Sponsorship of Shelter on the Cinderpath*

As the Yacht Club was unable to sponsor the shelter it was agreed to refer the matter to Lynn Jones as it was understood she had a list of prospective sponsors.

6. CRIME AND DISORDER

Carol Fox (PCSO) had separately informed the Chairman prior to the meeting that there was nothing to report.

7. PLANNING APPLICATIONS

The Chairman informed the Group of Planning Applications in the Old Town area –

Cafe – revised application - Peterboat

8. FOOTBRIDGE OVER THE RAILWAY AT SARAH'S TEAROOMS

Network Rail have completed their works but await Power Networks reconnection of electrics to lights before they can reopen the bridge.

9. RED TELEPHONE BOX

As no response had been received from the owner of the Boatyard Restaurant about sponsorship, the group proposed that the Smack should be approached.

10. DATE OF NEXT MEETING

The next meeting was set for Thursday 25<sup>th</sup> April at 7.30pm

***The meeting closed at 9.00pm***



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Report 2178/MFWP

## NOTES OF LEIGH MARITIME FESTIVAL WORKING PARTY 28 FEBRUARY 2013

Present: Geoff Crawford, Carole Mulronev David Stanley and Vanda Moysse

### 1. The following was agreed

| Issue   | Decision  |
|---|---|
|   | NO MARKET TYPE STALLS   |
| Fixing the date   | 27 July 2014  |
| Target audience   | Families  |
| Area  | To use as many areas in the Old Town as possible - this would involve a TRO   |
| Other areas   | Top town restaurants, churches etc, Library Gardens. Den, Heritage Centre, Clarendon, Pub, visits up church towers, avenue of flags leading up town   |
| Participants  | Initial draft list attached   |
| External members for the working party                        | Paul Gilson has agreed. Other suggestions, Leigh Sailing Club, resident, Pub representatives, Sarah's Tea rooms, Boatyard, cockler  |
| Publicity   | C2C, twitter, press releases, posters, radio, Visit Essex, web sites, SBC handouts, Printed programme, banners  |
| Security  | Waitrose, Chargecrest   |
| More fun  | Horse drawn trap from car park (park and ride), competitions, Pirate Queen, Neptune (Greenwich), diving tank man from Whitstable, story teller seaside crafts for children (Jan Sutcliff),  |
| Signage   | Car parks, event markers and pointers   |
| Educational   | Mini seminars at certain venues - navigation – stars, map reading, history of Leigh, the Thames etc Exhibitions – Maritime cakes (Fancy Nancy), crab dressing, fish filleting; cooking, Thames Pilotage EWT – sea side plants. HCCP. RSPB birds, Sealife Centre, net and rope mending, EA |
| Music to be dotted throughout the town and in Library Gardens | David Stanley, SA choir, other choirs,  |
| Blessing of Catch   |   |
| Celebrities   | Celebrity chef cooking on wharf, celebrity announcer  |
| Police liaison  |   |

|                                   |  |
|-----------------------------------|--|
| Beach Area – Geoff Crawford       | Donkey rides, sand sculptures, model/radio controlled boats, Punch and Judy, Flip flops<br>Beach play area with competitions |
| Food and drink in Library Gardens | Beer tent, mini food hall – open up to all food outlets  |
| Boats                             | Thames barge, boat trips up the creek  |

**List of potential participants**

Fisherman  
 Cocklers  
 Oysters  
 PLA  
 RSPB  
 EA perhaps effect of rubbish on marine life  
 Essex Wildlife Trust  
 TEP  
 SBC  
 Cory – not just about rubbish  
 Trinity House  
 Greenwich Maritime  
 Essex Yacht Club  
 Leigh Sailing Club  
 Sea Scouts  
 Scouts and Guides  
 Churches  
 Pubs  
 Boatyard  
 Celebrity Chef  
 Leigh Marina  
 Mattocks  
     Crab dressing  
     Fish filleting  
 English Heritage  
 MCA  
 RNLI  
 River Police  
 Thames Barges  
 Canvey Island Town Council  
 River Thames Society  
 Southend Tourism  
 Southend Museum  
 Maritime Museum  
 Leigh Society  
 Leigh Wildfowlers  
 Leigh Striders  
 Hadleigh CCP  
 Visit Essex  
 David Stanley – music  
 Choirs  
 Boat builders  
 Youth Club  
 Actor interpretation  
     Pirate Queen  
     Neptune  
 Knots  
 Net mending  
 Art  
 Chart reading  
 Dancing  
 DEFRA

Lyn Tait  
White Bus – charge entry  
Pottery  
    ? Special pot for the event  
Howard Robinson

**Talks/Mini seminars**

Greenwich Maritime  
    Navigation by the stars  
    Model boat collection  
    Nore Mutiny  
PLA  
    Thames Pilotage  
RSPB  
    Estuary birds  
Coastguard

**Potential sponsors**

TEP  
ETB  
C2C

Strand Wharf should be complete so we could have an official ceremony for unveiling the memorial to lost fishermen – with the Fishwives Choir

**Other issues**

Collection boxes Fishermen's Mission specific charity  
Tanoy  
Repair flagpole  
New flag  
Nautical bunting  
Leigh TC bunting  
St John Ambulance  
Commission a cake – nautical as prize  
Prizes

**Invitees**

ALL Borough councillors, David Amess, Mayors of CPT/ROC/SBC

## **LEIGH FOLK FESTIVAL**

To Leigh Town Council

### **Formal Request for Financial Support**

As members of the Council will be aware, for the past twenty-two years, the unpaid volunteers who organise The Leigh Folk Festival have been providing the local community with a unique and world-renowned event giving them and the many visitors to the town, the opportunity to experience a wide range of folk song, music and dance at the country's largest free festival of its kind.

Unfortunately the cost of holding this prestigious event in the town continues to grow and the Leigh Folk Festival Association relies totally on the goodwill and financial support from local organisations and individuals in order to be able to stage the festival each year.

Although the trustees of Leigh Folk Festival Association Charitable Trust accept that there are many demands on the Council's funds and that last year the emphasis was on supporting the Leigh Community Centre, we are encouraged to note from the Southend Council website that Leigh on Sea Town Council provides essential financial support for the annual Leigh Folk Festival and should be grateful if you would consider making a donation / grant to assist with the running of this year's Festival.

Thank you in advance for your kind consideration.

Tony Prior  
Chairman

**LFE Budget 2012/13**

| Heading   | B/F<br>2011/12 | Income<br>Budget | Inc. To Date     | Expenditure<br>Budget | Spend to<br>Date | Nett to<br>Date  | Balance      | % Used       |
|---|----------------|------------------|------------------|-----------------------|------------------|------------------|--------------|--------------|
| Community Transport*                              |                | 6,124            | 3,281.50         | 11,506                | 8,391.47         | 5109.97          | 272          | 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            | 1,700.00         | 2,326                 | 984.53           | -715.47          | 1,241        | 0.00         |
| Strand Wharf                                      | 74,408         | 0                |                  | 0                     | 0.00             | 0.00             | 0            | 0.00         |
| Leigh Lights*                                     |                | 4,300            | 4,167.54         | 17,637                | 17,067.20        | 12899.66         | 437          | 96.72        |
| Skate Park*                                       | 3,078          |                  |                  | 5,785                 | 8,912.85         | 0.00             | -50          | 100.56       |
| Paddling Pool                                     | 1,798          | 0                |                  | 0                     | 0.00             | 0.00             | 0            | 0.00         |
| Grants to outside organisations                   |                | 0                |                  | 500                   | 776.19           | 776.19           | -276         | 155.24       |
| 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                | 307.58           | 500                   | 375.40           | 67.82            | 432          | 75.08        |
| Easter Event                                      |                | 0                | 282.22           | 627                   | 896.52           | 614.30           | 13           | 142.99       |
| Good for Leigh / Jubilee Event                    |                |                  | 793.15           | 663                   | 1,187.65         | 394.50           | 268          | 179.20       |
| Events Equipment                                  |                |                  |                  | 421                   | 495.62           | 495.62           | -74          | 117.65       |
| Community initiatives and recreational facilities |                |                  |                  | 200                   | 440.00           | 440.00           | -240         | 220.00       |
| Staff costs                                       |                |                  |                  | 17,718                | 10,268.56        | 10268.56         | 7,449        | 57.96        |
|   |                |                  |                  |                       |                  |                  |              |              |
| <b>Totals</b>                                     |                | <b>13,024</b>    | <b>10,717.45</b> | <b>62,872</b>         | <b>54,048.60</b> | <b>43,331.15</b> | <b>6,517</b> | <b>85.97</b> |
| Nett cost   |                |                  |                  | 49,848                | 43,780.04        |                  |              |              |

\* see separate budgets below

5,500 Various

**5,782.98**



**LFE Community Transport Budget  
2012/13**

| <b>Community Transport</b> | <b>B/F<br/>2011/12</b> | <b>Income</b> | <b>Inc. To Date</b> | <b>Expenditure</b> | <b>Spend to<br/>Date</b> | <b>Nett to<br/>Date</b> | <b>Balance</b> | <b>%<br/>Spent</b> |
|----------------------------|------------------------|---------------|---------------------|--------------------|--------------------------|-------------------------|----------------|--------------------|
| Staff costs                |                        |               |                     | 4557               | 4,332.33                 |                         | 224.67         | 95.07              |
| Ticket sales               |                        | 6124          | 3,281.50            |                    | 0.00                     |                         | 2,842.50       | 53.58              |
| Trip costs                 |                        |               |                     | 4752               | 3,079.97                 |                         | 1,672.03       | 64.81              |
| Minibus hire               |                        |               |                     | 1265               | 395.00                   |                         | 870.00         | 31.23              |
| CRB checks                 |                        |               |                     | 70                 | 30.00                    |                         | 40.00          | 42.86              |
| Petrol                     |                        |               |                     | 144                | 0.00                     |                         | 144.00         | 0.00               |
| Refreshments               |                        |               |                     | 422                | 0.00                     |                         | 422.00         | 0.00               |
| CTA membership             |                        |               |                     | 150                | 254.17                   |                         | -104.17        | 169.45             |
| Midas Training             |                        |               |                     | 146                | 300.00                   |                         | -154.00        | 205.48             |
| Totals                     |                        | 6124          | 3281.5              | 11506              | 8391.47                  |                         | 272.03         |                    |
| Nett cost                  |                        |               |                     | 5382               | Actual                   | 5109.97                 |                | 94.95              |

**LFE Farmers Market Budget 2012/13**

| <b>Farmers Market</b> | <b>B/F<br/>2011/12</b> | <b>Income</b> | <b>Inc. To Date</b> | <b>Expenditure</b> | <b>Spend to<br/>Date</b> | <b>Nett to<br/>Date</b> | <b>Balance</b> | <b>% Used</b> |
|-----------------------|------------------------|---------------|---------------------|--------------------|--------------------------|-------------------------|----------------|---------------|
| Stall hire            |                        | 1800          | 1,700.00            |                    | 0.00                     |                         | 100.00         | 94.44         |
| 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                  | 11.28                    |                         | -11.28         |               |
| Banners               |                        |               |                     | 200                | 0.00                     |                         | 200.00         | 0.00          |
| Totals                |                        | 1800          | 1700                | 2326               | 984.53                   | -715.47                 | 1241.47        |               |
| Nett cost             |                        |               |                     | 526                |                          |                         |                |               |

**Skate Park Budget 2012/13**

| Skate Park             | B/F<br>2011/12 |  |  | Budget<br>Expenditure | Spend to<br>Date |  | Balance | %<br>Spent |
|------------------------|----------------|--|--|-----------------------|------------------|--|---------|------------|
| Rent                   |                |  |  | 50                    | 50.00            |  | 0.00    | 100.00     |
| Cleaning               |                |  |  | 800                   | 911.12           |  | -111.12 | 113.89     |
| Electricity            |                |  |  | 760                   | 269.05           |  | 490.95  | 35.40      |
| Miscellaneous          |                |  |  | 190                   | 641.99           |  | -451.99 | 337.89     |
| Skate Park Pay         |                |  |  | 2985                  | 2,647.69         |  | 337.31  | 88.70      |
| Skate Park Maintenance | 3078           |  |  | 1000                  | 4,393.00         |  | -315.00 | 107.72     |
| Totals                 | 3078           |  |  | 5785                  | 8,912.85         |  | -49.85  | 100.56     |
|                        |                |  |  |                       |                  |  |         |            |

**LFE Leigh Lights Budget 2012/13**

| Leigh Lights **                                 | B/F<br>2011/12 | Income | Inc. To Date | Expenditure | Spend to<br>Date | Nett to<br>Date | Balance | %<br>Used |
|---|----------------|--------|--------------|-------------|------------------|-----------------|---------|-----------|
| Column testing                                  |                |        |              | 800         | 750.00           |                 | 50      | 93.75     |
| Installation and removal                        |                |        |              | 6650        | 7,139.87         |                 | -490    | 107.37    |
| Storage   |                |        |              | 1900        | 1,355.00         |                 | 545     | 71.32     |
| Replacement bulbs                               |                |        |              | 1035        | 0.00             |                 | 1,035   | 0.00      |
| Electricity                                     |                |        |              | 300         | 0.00             |                 | 300     | 0.00      |
| Traders contributions                           |                | 3500   | 2,391.00     |             | 0.00             |                 | -1,109  | 68.31     |
| Switch-on security                              |                |        |              | 3000        | 2,332.00         |                 | 668     | 77.73     |
| Entertainers                                    |                |        |              | 0           | 65.00            |                 | -65     |           |
| Road closures, licences etc.                    |                |        |              | 3000        | 3,035.68         |                 | -36     | 101.19    |
| Charges to stalls, fairs, collections           |                | 800    | 1,776.54     | 800         | 612.33           | 1,164           | 1,164   |           |
| Capital Renewals                                |                |        |              | 1000        | 0.00             |                 | 1,000   | 0.00      |
| Support columns - erect and remove /<br>Storage |                |        |              | 1352        | 1,777.32         |                 | -425    | 131.46    |
| Totals  |                | 4300   | 4,167.54     | 17637       | 17,067.20        | 12,900          | 437     | 96.72     |
| Nett cost                                       |                |        |              | 13337       |                  |                 |         |           |