



# 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 Caroline Parker  
Vice Chairman: Cllr Paul Lawrence  
Town Clerk: Paul Beckerson



QUALITY  
TOWN  
COUNCIL

You are hereby summoned to the meeting of the Leigh-on-Sea Town Council, which will take place on **Wednesday 11<sup>th</sup> December 2013** in Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm** when it is hoped to transact the following business.

## AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. DECLARATIONS OF MEMBERS' INTERESTS
3. APOLOGIES FOR ABSENCE
4. PUBLIC QUESTIONS
5. QUESTIONS FROM COUNCILLORS
6. MINUTES OF PREVIOUS MEETING – 13<sup>th</sup> November 2013
7. TO FILL COMMITTEE VACANCIES

Planning & Licensing 4 Vacancies, Leisure, Foreshore and Environment 2 Vacancies

8. COMMITTEES  
To receive Minutes of Committees
  - a) Planning & Licensing Committee - To receive minutes of 12<sup>th</sup> and 26<sup>th</sup> November 2013
  - b) Allotments Committee – To receive minutes of 20<sup>th</sup> November 2013
  - c) Leisure, Foreshore & Environment Committee – To receive minutes of 21<sup>st</sup> November 2013
  - d) Finance & General Purposes - To receive minutes of 3<sup>rd</sup> December 2013
  - e) Leigh Community Centre Committee – To receive minutes of 4<sup>th</sup> December 2013
8. FINANCIAL REPORT  
To receive report 2294/I&E – (Appendix 1)

Paul Beckerson  
Town Clerk  
5<sup>th</sup> December 2013

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

DATE OF NEXT MEETING: Wednesday 11<sup>th</sup> December 2013



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## Income and Expenditure 29<sup>th</sup> Oct – 26<sup>th</sup> Nov 2013 Report 2294/I&E Expenditure incurred under the General Power of Competence

Cheque	Expenditure	Payee	Purpose
		<b>Expenditure - Cheques</b>	
100791	£79.95	SLCC Enterprises Ltd	Clerks Manual & Knowles on Local Authority Meetings
100792	£61.76	Essex Supplies	CC Cleaning Materials
100793	£70.00	Southend Borough Council	Annual Premises Licence
100794	£35.98	Machine Mart	Sack Trolley – LFE
100795	£1,280.00	Production Lighting	Installation of Power & Lighting Bar in Lower Hall
100796	£17.50	Recognition Express Essex	Name Badges
100797	£15.00	Salvation Army	Driver Licence Annual Check
100798	£4,704.00	Cable Test Ltd	Structural Analysis – Lighting Columns
100799	£128.71	Cory Commercial	Refuse Bin Rental & Collection
100800	£8,485.18	Southend Borough Council	School Crossing Patrols for 2 years
100801	£39.48	Acumen Wages Service	Salaries Processing October
100802	£119.99	Screwfix	Ladder
100803	£1,196.40	Edge IT Systems	Renewal of Licence for Finance & Facilities Systems
100804	£150.00	Funky Voices	Choir for Xmas Lights
100805	£66.00	The National Allotment Society	Membership Renewal
100806	£415.45	Print Vision	Feather Flags & Graphic Design
100807	£392.00	Southend Theatres	Community Transport - Tickets for Palace Theatre
100808	£178.68	Viking	Stationery & Clip Badges
100809	£84.60	Fulton Paper	Stationery
100810	£296.18	Express Lifts Alliance	Lift Repair
100811	£70.46	Essex Supplies	CC Cleaning Materials
100812	£77.66	BuildaSign	Small Business Saturday Banners

100813	£516.00	Swan	Farmer's Market Leaflets
100814	£144.00	Alljay Plastic	Leigh Lights Banners
100815	£19.99	Aldi	Sack Trolley - CC
100816	£1,358.65	Essex & Suffolk Water	Randolph Close & Manchester Drive Allotment Water Charges
100817	£46.20	Mayfield Cleaning Ltd	Bus Shelter Cleaning
Payroll Transfer	£15,000.00		Payroll for November
		<b>Expenditure - Imprest Items</b>	
	£210.00	Sarah Moore Public House	Com Trans - Xmas Lunch Deposit
	£75.00	BT Disclosure Scotland	Disclosure Checks
	£18.00	Land Registry	Review of Skate Park Boundary Fence
	£28.26	UK Point of Sale Group Ltd	Wallmounted Leaflet dispensers
	£40.26	Nylon Fasteners Ltd	Long Cable Ties
		<b>Expenditure - Direct Debits</b>	
	£762.00	SBC	CC Business Rates
	£223.26	BNP Paribas Leasing	LTC Photocopier Rental
	£622.81	Electricity	CC Electricity October
	£849.04	Electricity	CC Electricity November
	£69.85	The Calls Warehouse	CC Telephone
	£41.19	Global Payments	CC Card Processing Charge

### Income

Allotments	£ 8,371.16
Finance & General Purposes	£ 8,015.08
General Purposes	---
Community Centre	£ 6,331.57
Leisure & Foreshore	£ 2,800.50
Transport & Highways	---
<b>Total</b>	<b>£ 25,518.31</b>