



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 Richard Herbert
Vice Chairman: Cllr Syrie Cox
Town Clerk: Paul Beckerson

You are hereby summoned to the meeting of the Leigh-on-Sea Town Council, which will take place on **Wednesday 11th March 2015** 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 & TOWN CLERK'S MONTHLY REPORT – Report 2492/PB – Appendix 1 (Information Only)
2. CASUAL VACANCY IN ELMS WARD (This is a statutory notice and for information only)

The Council are advised that under section 85(1) and that having failed to attend a meeting as a member for six consecutive months as outlined in section 85(2) of the Local Government Act 1972 that Mr Mark Bromfield is no longer a member of Leigh-on-Sea Town Council.

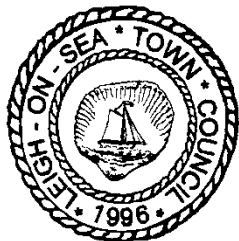
As this is within two months of the election the vacancy will not be filled.

3. DECLARATIONS OF MEMBERS' INTERESTS
4. APOLOGIES FOR ABSENCE
5. PUBLIC QUESTIONS
6. QUESTIONS FROM COUNCILLORS
7. MINUTES OF PREVIOUS MEETING – 11th February 2015
8. COMMITTEES
To receive Minutes of Committees
 - a) Planning, Highways & Licensing Committee - To receive minutes of 10th and 24th February 2015
 - b) Environment & Leisure Committee – To receive minutes of 19th February 2015
 - c) Community Facilities Committee – To receive minutes of 25th February 2015
 - d) Policy & Resources Committee - To receive minutes of 3rd March 2015
9. FINANCIAL REPORT
To receive report 2486/I&E – (Appendix 2)

Paul Beckerson
Town Clerk
5th March 2015

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

DATE OF NEXT MEETING: Wednesday 13th May 2015



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

Chairman: Cllr Richard Herbert
Vice Chairman: Cllr Syrie Cox
Town Clerk: Paul Beckerson



Report 2492/PB

TOWN CLERK'S REPORT TO COUNCIL March 2015

Actions since the last meeting:

Bonchurch Outdoor Gym – The installation has been completed on site with the exception of one area of special safety ground covering.



Invitations have been sent out for the official opening on Saturday 14th March at 11pm with a small reception after the on-site event. A banner is being ordered to indicate the partnership element of the project between LTC, SBC and Cory Environmental Trust who are contributing £5,000 towards the project.

The replacement bench in Bonchurch Park has been paid for.

Strand Wharf – Samples of real stone were obtained and considered at the Environment & Leisure meeting on 19th February 2015. The Committee chose the Limestone (Pendle) and Limestone Black sets to highlight the old building line. SBC Conservation Officer has seen the samples and these have now been delivered to the Civic Centre.

SBC want the cycle racks sited at the front of the site, it is proposed to replace the two bollards with the four cycle racks currently positioned by the Anglian Water Plant.

Work is on-going relating to the technical detailing of the benches due to be considered by the Strand Wharf Task and Finish Group on Thursday 5th March.

The tender process will commence next week now that the material considerations have been finalised.

Council Restructuring – Budgets have been realigned to fit the new council structure, there will be further rationalisation of the coding in the New Year.

Staffing – Both new staffing members have settled into their posts, the Senior Administrator has commenced her leave. The new Ad-Hoc Caretaker has started work and has undertaken some initial training.

LCC Equipment – additional microphones have been purchased for the ATM and hirer use. Three additional wireless points have been delivered and set-up; these will be prominently placed in the next week.

Allotments – The bollards for the service road have been delivered to the LCC; arrangements for the installation are being put in hand as with the current sickness absence it is unlikely the work will be undertaken by Janitors.

Skate Park – A bollard at the skate park was broken and has now gone missing, a new one has been ordered and when delivered installation will be arranged. Hags are inspecting the cracks in the park adjacent to the bowl on 5th March when a user will be in attendance.



Picture of Skate Park Crack

Paul Beckerson
Town Clerk



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



Chairman: Cllr Richard Herbert
 Vice Chairman: Cllr Syrie Cox
 Town Clerk: Paul Beckerson

Income and Expenditure 27th January 2015 to 23rd February 2015 Report 2486/I&E

Expenditure incurred under the General Power of Competence

Cheque	Expenditure	Payee	Purpose
		Expenditure - Cheques	
101213	£24.00	John Metcalfe	Refund duplicate Allotment rent payment.
101214	£110.40	LCA Electrical Ltd	Repairs to lights
101215	£9.73	Recognition Express Essex Ltd	New staff name badge
101216	£5272.10	McDonald Highway Services	Leigh Lights Event- Traffic management
101217	£78.24	Sign Factory (Essex) Ltd	Supply and printing Christmas banner
101218	£30.00	Essex Playing Fields Association	Membership fee
101219	£32.22	Viking Stationery	Stationery order
101220	£17983.20	HAGS-SMP Ltd	Bonchurch Park – Exercise equipment
101221	£46.20	Mayfield Cleaning Ltd	Bus shelter cleaning
101222	£141.87	DOTS	Photocopying costs
101223	£108.59	Viking Stationery	Stationery order
101224	£81.54	Acumen Wages Service	Dec & Jan salary processing
101225	£730.58	ELA Group	Lifts- Annual maintenance contract
101226	£300.00	Neopost RCB Credifon A/C	Postage
101227	£68.40	Great Ormond Street Hospital Childrens Charity	Donation re Carols on Strand Wharf
101228	£75.00	Chris Stevens	Easter Event – Entertainer fee
101229	£43.01	Councillor R Herbert	Refund expenses travel
101230	£9.73	Recognition Express Essex Ltd	New staff name badge
101231	£30.43	Viking Stationery	Stationery order
101232	£500.00	Vicarage Marquees Ltd	Deposit for marquee for Maritime Festival
101233	£9.73	Recognition Express Essex Ltd	New staff name badge

101234	£10.95	Paul Beckerson	Refund cost of copying plans for Strand Wharf
101235	£77.78	Essex Supplies(UK) Ltd	Cleaning materials
101236	£315.00	Michael Dempsey IT Contracts Ltd	Resolve in-house computer compliance problem re card reader
101237	£891.00	Southend-on-Sea Borough Council	Bonchurch Park metal seat & plaque
101238	£40.71	Paul Beckerson	Refund travel expenses Halstead 12/2/15
101239	£299.28	Cory Environmental Services	Garden sacks
101240	£167.96	Viking Stationery	Stationery order
101241	£6000.00	Southend-on-Sea Borough Council	Hanging baskets 2013
Bk Trs	£17000.00	Staff	February 2015 Payroll
Bk Trs	£441.60	GNB Media	Return of monies received in error
Bk Trs	£200.00	Elsie's Place CIC	LTC Pier Mentoring
		Expenditure – Imprest Items	
	£26.70	Direct Hygiene	Replacement tap for Urn
	£469.97	Currys	Dishwasher/Microwave
	£139.00	Tesco	2 x projection screens / mobile phone
	£54.00	Ikea	Glasses, cups & cutlery
		Expenditure – Direct Debits	
	£1033.96	BES Electricity	CC Electricity
	£250.85	Cory Environmental	CC Bin collection
	£170.68	Cory Environmental	CC Bin collection
	£94.80	GOCARDLESS LTD (Verde Coffee)	Elsie's Place Coffee machine rental (cost recovered by LTC)
	£113.38	Global Payments	Photocopier rental

Income

Allotments Sub Committee	£34.00
Policy & Resources Committee	0

Community Facilities Committee	£7070.43
Environment & Leisure Committee	£343.00
Planning & Licensing Committee	0
Total	£7447.43