



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

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 16th October 2014**, 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 25th SEPTEMBER 2014
5. COMMUNITY TRANSPORT SUB-COMMITTEE 16th SEPTEMBER (Appendix 1)
6. LEIGH LIGHTS UPDATE - Report 2419/HS – Officer's Report (Appendix 2)
7. MEETING WITH SKATEBOARDERS – Verbal report Cllr Carole Mulroney
8. PROVISION OF TOWN MAP FOR FREE DISTRIBUTION – Officer's Report

There is a suggestion that the Council purchases a tear off type map pad for visitors and that this can be based on the map boards that UK Mapping produced for the Town.

The Committee is **requested** to consider this and to whether to proceed and obtain quotations for decision at a future meeting.

9. BUDGET Report 2420 – 6th October 2014 – (Appendix 3)

Paul Beckerson
Town Clerk
9th October 2014

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



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QUALITY
TOWN
COUNCIL

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MINUTES OF A MEETING OF THE COMMUNITY TRANSPORT SUB-COMMITTEE HELD
AT 10.30 AM ON TUESDAY 16th SEPTEMBER 2014 AT THE LEIGH COMMUNITY CENTRE,
71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Donald Fraser, Margaret Cotgrove, Pat Holden, Paul Lawrence, and Brian Houssart MBE and Jan Andrews.
Also in attendance Vivien Choppen (CTO).

Meeting started 10.35am

1. APOLOGIES FOR ABSENCE

Ruby Frost

2. DECLARATION OF MEMBERS' INTERESTS

None

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting on 16th July 2014 were agreed by the sub-Committee and signed by the Chairman.

4. MEMBERSHIP UPDATE

The membership of the Community Transport Scheme currently stands at 154 members.

5. RESIGNATION OF CO-OPTED MEMBER

It is with regret that the Committee has received a letter of resignation from Ruby Frost, but completely understanding her reasons. The Committee extend its thanks for her contribution to the work of the Committee. The CTO was asked to identify another representative from the membership to fill the vacancy.

6. REPORT ON TRIPS TAKEN SINCE LAST MEETING:

- a. Visit to Southend Pier on 20th August. The weather was sunny and everyone had a great day enjoying the train ride, the ploughman's lunch organised by Southend's Foreshore Officer in the Royal Pavilion, the tour of RNLI Boat Station and the visit to the Pier Museum.

9. PROGRESS ON ARRANGEMENTS FOR FUTURE EVENTS:

- a. Trip to the Dixon Theatre to see the Lady Killers on Thursday 18th September. 15 members have booked. Transport arrangements are in hand.

10. FUTURE PROGRAMME OF EVENTS

Taking into account the level of interest expressed by members from an analysis of returns submitted, the Community Transport Officer was tasked with:

- a. Organising a half day visit to Belfairs Woodland Centre and Nature Reserve in early to mid October.

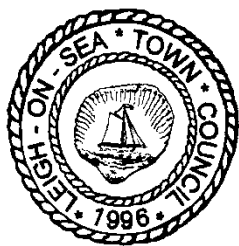
- b. Organising a trip to the Plaza Centre to see the Pavlova Wind Quintet on Friday 7th November.
- c. Organising in mid December a Christmas Lunch at the Sarah Moore.
- d. Establishing the date of this year's MENCAP concert at Highlands Methodist Church and considering the feasibility of adding this to the programme of arranged trips at Christmas.
- e. Advertising the Community Centre's Centenary Concert in the next letter to members, although the Council would not be formalising this event in the programme of arranged trips.

Whilst screenings of the Royal Ballet and the Royal Opera at the Odeon Cinema proved a popular choice, arrangement of these trips was deferred to the New Year.

Meeting ended 11.25 am

Vivien Choppen
Community Transport Officer
18th September 2014

Next meeting Tuesday 18th November 2014 at 10.30 am



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Report 2419/HS

Leigh Lights Update

SAG meeting held beginning of September – Event Management plan updated

Potential parade entrants and charity stall holders contacted. To date we have 7 charity stall entrants and 13 parade entrants. If anyone has any suggestions of further parties that may be interested please feel free to pass the details on.

Cllrs kindly delivered traders letters to the area. Have been advised of following activities so far from traders:

Santa's Grotto at Scott and Stapleton in conjunction with Leigh-on-Sea.com

Sausage and Cider Festival at The Mariners

Christmas Tree Festival at Wesley Church

Traders donations received to date £450

Only two participants so far for Triangle of Trees (cut-off date 15th October)

Childrens' pre-parade fun at community centre – confirmed so far:

Jacqson Diego pop up Christmas story telling

Face painter (organised by Really Homemade Craft Fayre)

Arts Ministry – arts for children

Blenheim Childrens Centre – crafts for children

Sammy the Shrimp & Elvis the Eel (SUFC mascots) for meet and greet and photos

Attended the SBC SAG meeting. Had to present our Event to a panel of approx. 25 pax. No queries raised and Insp Bill Potter said because of different policing arrangement now in the area then he will be able to provide more policing on the night

Keith Holden (SBC Emergency Planning Officer) has kindly agreed to perform a table top mock emergency scenario on Monday 20th October by invitation only

A further SAG meeting with 'walk through' after will be held beginning of November

Assistance will be needed by Cllrs to deliver traffic management details to traders and residents affected the week 15th November

Bus companies to be advised – awaiting new timetables (will liaise with Cllr Fraser)

Waiting to hear from Cory re quote on cleaning on night

Waiting to hear from Paul Terry re extension of toilet opening etc.

New Lighting infrastructures, brackets etc will start to go up from 20th October. Aylesford liaising with McDonalds re columns etc.

Scott and Stapleton will be producing posters and programmes for the event

LFE Budget 2014/15

Heading	B/F 2013/14	Income Budget	Inc. To Date	Expenditure Budget	Spend to Date	Nett to Date	Balance	% Used
Community Transport*		4,000	1,138.50	9,461	3,578.54	2440.04	3,021	0.00
Flower baskets	5,500	0		6,000	0.00	0.00	11,500	0.00
First Aid Provision		0	0.00	1,000	394.22	394.22	606	39.42
Farmers Market*		2,040	947.00	2,264	224.12	-722.88	947	0.00
Strand Wharf	73,238	0		0	4,560.00	4560.00	68,678	-6.23
Leigh Lights*	2,000	3,750	310.00	27,305	2,507.25	2197.25	23,358	9.33
Skate Park*				5,351	2,005.10	2005.10	3,346	37.47
Paddling Pool	1,798	0		0	0.00	0.00	1,798	0.00
Grants to outside organisations**		0		1,500	1,000.00	1000.00	500	66.67
Leigh Maritime Festival**	1,500	0	397.21	2,000	3,858.15	3460.94	39	98.88
May Day**		0	0.00	450	22.87	22.87	427	5.08
Carols on Strand Wharf**		0	0.00	200	326.40	326.40	-126	163.20
Easter Event**		0	434.89	900	1,253.07	818.18	82	90.91
WW1/LCC Centenary Events/Inflatables**			717.34	500	1,008.95	291.61	208	58.32
Good for Leigh			0.00	500	7.00	7.00	493	1.40
Events Equipment**				500	432.06	432.06	68	86.41
Electric Point Library Gardens**					240.00	240.00	-240	
Town Guide**				200	0.00	0.00	200	0.00
Community initiatives and recreational facilities**				500	1.00	1.00	499	0.20
Staff costs				8,368	4,281.19	4281.19	4,087	51.16
Totals	84,036	9,790	3,944.94	66,999	25,699.92	21,754.98	119,490	15.40
Nett cost				57,209	21,418.73			

* see separate budgets below

**Various

1,500

7,250

Various

6,600.06

119,490

115,403

**LFE Community Transport Budget
2013/14**

Community Transport	B/F 2013/14	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Spent
Staff costs				4051	2,233.19		1,817.81	55.13
Ticket sales		4000	1,138.50		0.00		2,861.50	28.46
Trip costs				2900	855.95		2,044.05	29.52
Minibus hire				1300	304.40		995.60	23.42
CRB checks				200	0.00		200.00	0.00
Petrol & Misc.				330	55.00		275.00	16.67
Refreshments				150	0.00		150.00	0.00
CTA membership				270	0.00		270.00	0.00
Midas Training				260	130.00		130.00	50.00
Totals		4000	1138.5	9461	3578.54		3,020.96	
Nett cost				5461	Actual	2440.04		44.68

LFE Farmers Market Budget 2013/14

Farmers Market	B/F 2013/14	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Used
Stall hire		2040	947.00		0.00		1,093.00	46.42
Hall Hire				1884	216.00		1,668.00	11.46
Leaflet				380	0.00		380.00	0.00
Farmers Market Pay				0	0.00		0.00	
Miscellaneous				0	8.12		-8.12	
Banners				0	0.00		0.00	
Totals		2040	947	2264	224.12	-722.88	946.88	
Nett cost				224				

Skate Park Budget 2013/14

Skate Park	B/F 2013/14			Budget Expenditure	Spend to Date		Balance	% Spent
Rent				50	0.00		50.00	0.00
Cleaning				900	388.96		511.04	43.22
Electricity				450	117.25		332.75	26.06
Miscellaneous				200	182.13		17.87	91.07
Grass Cutting				0	0.00		0.00	
Skate Park Pay				2751	1,316.76		1,434.24	47.86
Skate Park Maintenance				1000	0.00		1,000.00	0.00
Totals				5351	2,005.10		3,345.90	37.47

LFE Leigh Lights Budget 2013/14

Leigh Lights **	B/F 2013/14	Income	Inc. To Date	Expenditure	Spend to Date	Nett to Date	Balance	% Used
Column testing				1450	0.00		1,450	0.00
Installation and removal				6700	0.00		6,700	0.00
Storage				2400	0.00		2,400	0.00
Replacement bulbs				1100	0.00		1,100	0.00
Electricity				300	0.00		300	0.00
Traders contributions		2500	310.00		0.00		-2,190	12.40
Switch-on security				3000	0.00		3,000	0.00
Entertainers				1000	0.00		1,000	0.00
Road closures, licences etc.	2000			6000	0.00		8,000	0.00
Charges to stalls, fairs, collections		1250	0.00	700	3.81	-4	-4	
Capital Renewals				3155	2,503.44		652	79.35
Support columns - erect and remove / Storage				1500	0.00		1,500	0.00
Totals	2000	3750	310.00	27,305.00	2,507.25	2,197	23,358	9.33
Nett cost				23555				