



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 Carole Mulroney
Town Clerk: Paul Beckerson

Notice is hereby given that a meeting of the **Environment and Leisure Committee** of the Leigh-on-Sea Town Council will take place on **Tuesday 20th October 2015**, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea commencing at **7.30pm**.

MEMBERS PLEASE NOTE THAT A PRESENTATION WILL BE GIVEN FOLLOWING THE MEETING BY GILES TOFIELD OF THE CULTURE ENGINE REGARDING RECENT FUNDING ALLOCATION FOR THE CREATION OF A LEIGH COASTAL COMMUNITIES TEAM. ALL MEMBERS OF THE COUNCIL ARE INVITED TO ATTEND THIS WHICH IS ESTIMATED TO START ABOUT 8.30PM

AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF MEMBERS' INTERESTS
4. TO APPROVE MINUTES OF THE MEETING ON 22ND JULY 2015
5. CORRESPONDENCE – BONFIRES AT ALLOTMENTS (Appendix 1) – **DECISION ITEM**

Recommended this matter is referred to the next allotments PDG for further discussion prior to a decision at the next E&L Committee meeting.

6. MINUTES OF COMMUNITY TRANSPORT TASK & FINISH GROUP MEETING 14TH JULY 2015 (Appendix 2)
7. MINUTES OF OLD TOWN COMMUNITY GROUP MEETING 14TH SEPTEMBER 2015 (Appendix 3)
8. REQUEST FOR GRANT - LEIGH REGATTA (Appendix 4) – **DECISION ITEM**

Request made to retrospectively repeat the financial support given in the past of £500. The Council were credited in the programme as having paid for the children's activities.

EVENTS

9. EVENT OFFICER'S REPORT (Appendix 5)
10. EXTERNAL EVENT REQUESTS ON STRAND WHARF – **DECISION ITEM**

The area is often used by other groups to hold events and it is suggested consideration is given with regard to an event hire charge to cover Council employees' time in managing this and wear and tear on the wharf and cleaning, electricity costs etc. Members should also consider the need for users to have protection to ensure any damage caused is remedied by them.

Recommended a Task & Finish Group be formed.

11. EXTERNAL REQUESTS TO USE GAZEBOS – **DECISION ITEM**

This year the gazebos have been lent out on 9 occasions (generally in pairs or singles). This involves a time element to staff of dealing with the administration of taking deposits, taking out,

checking on return and putting away of gazebos. Additionally there is an element of wear and tear on the gazebos as well as the time spent on their return should cleaning of the items be required. Whilst often the usage relates to a fund raising event, LTC always makes a donation to external organisations when they provide assistance for our events and therefore it would be prudent to ensure that in due course, when the gazebos need to be replaced or repaired, a depreciation fund has been set aside.

Recommended a donation be requested when lending the gazebos to external parties not under the umbrella of LTC of £25 per small gazebo and £40 per large gazebo

ALLOTMENTS

12. TASK & FINISH GROUP REPORT 2554 (Appendix 6)
13. POLICY DEVELOPMENT GROUP REPORTS 2562 (Appendix 7)
14. ALLOTMENT JOB REQUESTS (Appendix 8) – **DECISION ITEM**

The Committee are requested to consider the job requests at the allotment sites.

Recommended that the following jobs are undertaken from the Allotments Maintenance Budget for 2015/16 based on the individual budget recommendations:

Oak Tree Survey
MDAS/LOSALGA shut off valves
Willow Tree work by sub-station
Fix guttering

Recommended

- 1) that the following job be held in abeyance pending discussions with the Environmental Agency,
- 2) subject to a satisfactory outcome in 1) above approval at a limit of £300 for materials from Capital Improvements 2015/16 be authorised:
Marshall Close brook work

Recommended the following jobs be considered subject to full quotations and that authority be given to the Town Clerk in consultation with the Chairman once figures are known¹. Funding to be from the Capital Improvements & Capital Equipment Budgets in 2016/17:

LOSALGA fencing (subject to quotes)
Water tanks at Marshall Close
Drinking water supply

OTHER E&L MATTERS

15. ENVIRONMENT & LEISURE POLICY DEVELOPMENT GROUP REPORT 2545 (Appendix 9)
16. ENVIRONMENT & LEISURE BUDGET 2015/16 - Report 2565 (Appendix 10)
17. ENVIRONMENT & LEISURE PROPOSED 2016/17 BUDGETS (Appendix 11) – **DECISION ITEM**
18. REQUEST FOR GRANTS – **DECISION ITEM**

Historically, LTC have annually provided grants to three external event organisations within the Town. To ensure inclusivity it is **recommended** that Grants to External Organisations becomes a Grant Aid Budget similar to the Leigh Community Centre Bursary application scheme.

19. EVENTS T&FG MEETING – **DECISION ITEM**

Recommended a meeting be held on Thursday 21st January 2016 at 2 p.m. to give consideration to the event element of Leigh Lights and the other events programmed for the year.

¹ Should the quotation exceed the recommended budget on Appendix 8 the matter will be referred back to E&L Committee

20. HERITAGE ASSETS – report by Chairman

This is still in its early stages but the external working party has met. A wide range of ideas were discussed and it was agreed that an approach be made to the Leigh Society to get their view on access to their archives and joint working. The Society has discussed this and is happy to make its archives available to assist the project and their archiving officer is also happy to assist and will be invited to future meetings.

21. PROMOTION OF THE ARTS IN LEIGH

Motion proposed by Cllr C Mulroney and seconded by Cllr M Hanman-Murphy

The Council is aware of the wide range of artistic talent and aspiration in Leigh. In particular the use of the community centre for artistic purposes and groups of all kinds, and wishes to assist and promote this very important cultural area where possible, and within budgetary constraints.

In this context 'arts' means all disciplines and media.

It is therefore **RECOMMENDED:**

- A. That a task and finish group comprising the Chairman, Vice Chairman and 3 other members of the Council be appointed to carry out an in depth study of the provision for the arts in Leigh and the potential for the promotion of the arts by the Council. The remit of the group shall be
1. To canvass public opinion, both in the centre and externally, on how the Council could assist and supplement the 'arts' agenda within Leigh
 2. To establish a database of arts related organisations and groups within Leigh and canvass their opinion on the same issues.
 3. As a result of the outcome of the above, and if found to be appropriate for the Council, to make fully costed recommendations to the Committee for consideration, taking account of staff time and resources.
 4. To investigate funding streams and grant assistance available for the arts
- B. That a budget of £150 from the General Services budget head be allocated for this project

NB

1. As this is a member led project, staff involvement will not be required other than in advising on legal issues and the parameters of the Council's powers
2. The Vice Chairman of the Committee has vital experience in the arts but as a licensee of the Council may not vote in relation to any proposals of a financial nature in relation to this project.

22. LEIGH COASTAL COMMITTEES TEAM BRIEFING (Appendix 12)

A presentation will be given following the meeting by Giles Tofield of the Culture Engine regarding recent funding allocation for the creation of a Leigh Coastal Communities Team.

Recommended that the Chairman of the Council be appointed as the LTC representative to the Team.

ALLOTMENTS

23. 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 the public and press be excluded and instructed to withdraw (SOs. 3(d) and 24(a) – (contractual)

24. CONFIDENTIAL REPORT 2564 (Appendix 13) – **DECISION ITEM**



Paul Beckerson
Town Clerk
15th October 2015

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

This is for the attention of the Environment and Leisure Committee and requires a written response to forward to other parties please.

On Saturday 26th September we were walking for a Trust Links sponsorship along the Prittlebrook Greenway. As we came to the section that goes alongside Manchester Drive Allotments we were met with a pall of smoke in the path the time was 10-10.30 am.

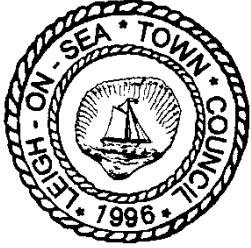
People (20+) were upset and appalled to be walking along a Greenway through polluting smoke. A member of Westcliff Land Cultivation Society found further along the Prittlebrook, stated that Southend sites and certainly his have only one w/e- that of bonfire night when bonfires are permitted. To have 3 w/e`s along such a major leisure way in a town dependent upon tourism, and this the northern environmental leisure path linking green spaces seems incongruous.

Originally Leigh Town Council was in line with Southend Borough Council policy of only the bonfire w/e , this was that they could not be seen to endorse environmental pollution however small; even more pertinent now that urban pollution levels are so damaging to health; this has been pointed out in the past by our local NHS trust in the past. This complaint could be an opportunity to reconsider and be in step with contemporary environmental expectations.

For reference Trust Links has regenerated 2 ex allotment sites for therapeutic and environmental outcomes without the need of bonfires and diseased or difficult vegetation can be disposed of by individual plot holders as is their want and take responsibility for their preferred practice. This precludes pollution and anti-social practices.

We trust this will enable a reappraisal of current ways to enable an environmentally sympathetic path forward.

Sincerely
Ron Bates
writing as a conduit for all those involved



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MINUTES OF A MEETING OF THE COMMUNITY TRANSPORT TASK AND FINISH GROUP HELD AT 2.00 PM ON TUESDAY 14th JULY 2015 AT THE LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllr Jill Adair

Also in attendance Vivien Choppen (CTO), Brian Houssart MBE and Pat Holden

Meeting started 2.02pm

AGENDA

1. APPOINTMENT OF CHAIRMAN

Cllr Donald Fraser was appointed Chairman.

2. APPOINTMENT OF VICE CHAIRMAN

Pat Holden was appointed Vice Chairman.

3. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Donald Fraser, and members Jan Andrews and Pat Grieg.

4. DECLARATION OF MEMBERS' INTERESTS

None

5. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting on 12th May 2015 were agreed by the group and in the absence of the chairman were signed by the Community Transport Officer.

6. CO-OPTED MEMBERS

The appointment of co-opted members Pat Holden, Jan Andrews, Pat Grieg and Brian Houssart was ratified at the Council meeting on 21st July. Recommended that Paul Lawrence and Margaret Cotgrove are also invited to be co-opted members.

7. MEMBERSHIP UPDATE

The membership of the Community Transport Scheme remains at 157 members.

8. REPORT ON TRIPS TAKEN SINCE LAST MEETING

a. 21st May – 25 members went to Wat Tyler Park Café for lunch and Summerhill

Garden Centre. The trip proved a great success. Our members enjoyed the opportunity to visit a garden centre as it gives them an opportunity to purchase items and transport them home, which otherwise they cannot do without transport.

- b. 2nd July – 18 members went to Tropical Wings. Again this was a great success. Being a very hot day the minibuses were stocked with bottles of water and these were given out as needed. Drivers and helpers to note that some of our members like to go round these type of places alone or in their own groups, but others like to be accompanied, so please be willing to befriend members and walk round with them.
- c. 10th July – 13 members attended the Mushroom Theatre Annual Show at Seevic College. Most members reported back that the show was first class. They were particular impressed with the costumes and routines achieved by the disabled children. A couple of members said that the show was not for them. Feedback did point up that our transport arrangements did not work as smoothly as usual on this occasion.

9. PROGRESS ON ARRANGEMENTS FOR FUTURE EVENTS:

The suitability of trips suggested at the previous meeting were revisited; no firm arrangements having been made.

10. FUTURE PROGRAMME OF EVENTS

The Community Transport Officer was tasked with organising:

- a. A barge trip from Paper Mill Lock, Chelmsford in August.
- b. A trip to Maldon in September.

The following two ideas were retained in the programme:

- c. A social afternoon at the Community Centre, and including the Daisy Bowlers Group if they are available, for the Autumn.
- d. Film showing of the Royal Ballet performance of the Nutcracker at the Odeon Cinema – 15 December

The Community Transport Officer was also asked to:

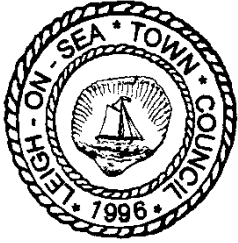
- e. Seek mobile numbers (for contact during trips) and email addresses (as an alternative to incurring postage charges of letters and booking forms) in the next letter to members.

Cllr Jill Adair undertook to design a flyer to market the Community Transport Scheme and help increase membership.

Meeting ended 3.20pm

Vivien Choppen
Community Transport Officer
28th July 2015

Next meeting Tuesday 13th October 2015 at 10.30 am



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OLD TOWN COMMUNITY GROUP Meeting 14th September 2015

Present: Cllr Carole Mulroney (Chairman), Cllr Valerie Morgan, Joy Watson (St John Ambulance), Tony Prior (Leigh Lions), Nick Hann (Leigh Sailing Club), Lynn Jones (SBC Foreshores), Margaret Buckey (Leigh Society),

In attendance: Cllr Bernard Arcscott (SBC) and Helen Symmons (Events Officer and Assistant Town Clerk)

The meeting opened at 7.00pm

1. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all to the meeting

2. APOLOGIES FOR ABSENCE

Nick James (Vice Chairman), Cllr Helen Robertson, Ian Johnson (3rd Chalkwell Scouts), Andrew Rattley (Kershaw Foods), Peter Dolby (Endeavour Trust), Maz Handy (Smack Inn) and Colin Sedgewick (Mike's Boatyard)

3. DECLARATION OF MEMBERS' INTERESTS

Cllr Mulroney declared non-pecuniary interest in Agenda item 8 as a SBC Councillor as the Cinder Path Shelter is owned by SBC

4. REPORT BY CHAIRMAN ON - SBC response to Leigh tip queueing suggestion

Suggestion put to SBC, there may be some technical issues but there is to be a close look at operation shortly and the suggestion will be considered at that time.

5. LEIGH REGATTA

Tony Prior provided the group with a full report on the event, handing out copies of the programme kindly sponsored by Haart. There has been a great community effort with lots of external help and support for the event headed by the Lions. SBC have advised that the road closure must be strictly enforced. As well as raising money for the Scouts, the residual will go to the Lions Trust which will feed this out to local charities although a reserve may be kept back to assist with future costs. LSC will liaise with the Lions regarding communication issues that have come to light.

6. CAROLS ON STRAND WHARF

Helen Symmons provided a brief report confirming the event would proceed as work to Strand Wharf has been delayed (see item 9). The date is Saturday 12th December. Leigh Lions will kindly provide the PA system and offered additional assistance if required. LTC are exploring options with regard to the physical structure of the event.

7. CINDER PATH SHELTER

Work has commenced with new floor planking and struts. The windows will remain empty to reduce the target for damage. LTC will paint when structural work is done and will erect a small information plaque. It was confirmed the heras fencing has been secured. LSC asked as a courtesy that in future could they be advised in advance when access to the cinder path was required as the land preceeding this is theirs and they have a duty to keep the gate closed.

8. STRAND WHARF UPDATE

LTC have separated the project into sections and readvertised. This has resulted in a better response for consideration. Work is expected to start in February.

9. BELL WHARF IMPROVEMENTS

Grant funding has been awarded to resurface the area with reinforced concrete. Anticipated start date is end of October. Additionally lighting is the subject of discussion at present.

10. CRIME AND DISORDER

No report received by the police although an issue was raised in the meeting with regard to an intermittent problem on Friday and Saturday evenings with crowds of youths hanging round the shelter and suspicious behaviour possibly connected to drugs. The police were called but did not attend. Cllr Mulroneu will draw this to their attention.

11. RECENT PLANNING APPLICATIONS

The agenda details were noted. Application LOS/15/0233 is to be discussed at LTC planning meeting on 23rd September and not at the meeting 8th September as previously advised.

12. LICENSING ISSUES

None raised although it was felt the meetings would benefit greatly from have a representative from each public house in the town, including The Ship. Noted that Maz had submitted her apologies. LTC will extend an invite to The Ship. Noted that now the Peter Boat has lessened the noise, the loudness of live music elsewhere is far more noticeable.

13. ENVIRONMENTAL ISSUES

None raised.

14. A.O.B.

- a) Margaret Buckey advised the group that the planting area by the railway bridge needs some attention and the railway bridge needs painting, being an entrance point to the Old Town. It was felt that this should not be pursued until the Bell development is complete but Cllr Mulroneu will flag this up.
- b) Joy Watson advised that the First Aid post is experiencing access difficulties due to cars parking on the land immediately by their entrance. Lynn Jones said she would speak to Cheryl Hindle at SBC regarding the matter.

Joy also queried the 'under offer' signs still in place on the Foreshore building. Lynn advised the lease is being assigned soon so hopefully these will be removed in the not too distant future.

15. DATE OF NEXT MEETING

This will be Monday 7th December at 7.00 p.m. Leigh Community Centre. Any new residents, businesses and associations connected with Leigh Old Town who would like to send a representative should notify helen.symmons@leighonseatowncouncil.gov.uk

The meeting closed at 7.45pm

2014 Profit and Loss

Leigh Regatta	Income	Exp	Profit/Loss	Notes
Traffic Signs		£420.00		
Black Bags		£20.13		
Art Ministry supplies		£150.00		
St John Ambulance		£184.80		
Punch and Judy		£175.00		
PA costs		£100.00		
LTC Gazebo Deposit		£200.00		
Heros and Idols T Shirts		£675.00		
BBQ foods		£265.71		
Regatta Programme		£407.50		
Tea Bags		£2.45		
BBQ Sales	£1,469.11			
Toy Tombola	£42.50			
Info Tent 1	£331.41			
Info Tent 1 / T Shirts	£170.80			
Info Tent 2 / T Shirts	£119.00			
Info Tent 2 / Donations	£32.40			
Info Tent 3 / T Shirts	£25.00			
Gazebo Deposit returned	£200.00			
Pig Race	£367.80			
Pig Race Supplies		£12.95		
Eastwood Car Parking Pig Race		£8.00		
Van Hire		£144.90		
Van Fuel		£27.22		
Leigh Town Council	£500.00			
Beer Tent Donation	£314.25			
SoS BC Event Permit		£0.00		Nothing advised
SoS BC Temp Event Notice		£21.00		
SoS BC Road Closure Order		£50.00		
Leigh Times Advertisement		£120.00		
Cory Waste Bins		£90.60		
Baptist Van Fuel Bill		Nil		Not charged, considered donation to day
Regatta Banners		£180.00		
Advertising in Programme	£350.00			
Final Position	£3,922.27	£3,255.26	£667.01	

Note the profit distributed as follows from minutes (14/11/14) as follows:

£100 each to Thursday Club; PHAB; the Leigh Food Bank

St Michaels Sat morning Children's Club (subsequently changed to Riding for Disabled 14/12/14)

Salvation Army Luncheon Club and The Leigh Fisherman's Wives

Budget for this year is as follows

Leigh Regatta	Income	Exp	Profit/Loss	Notes
Traffic Signs		£505.00		£180 deposit cheque released
Art Ministry supplies		£150.00		
St John Ambulance		£225.00		
Punch and Judy		£200.00		
PA costs		£150.00		
Regatta Programme		£500.00		
SoS BC Temp Event Notice		£21.00		
SoS BC Road Closure Order		£50.00		
T Shirts limited supply 50 @ £7		£350.00		
Cory Waste Bins		£100.00		
Regatta Banners		£100.00		
Haarts Sponsorship	£1,500.00			
Priority Sponsorship	£500.00			
Beer Tent Donation				50% of profits has been offered
Leigh Town Council	£500.00			
Final Position	£2,500.00	£2,351.00	£149.00	

Event Officer's Report

Leigh Lights

Lights – these will begin to be erected towards the end of the month, including the new stretch at Thames Drive and new lights for the Yew tree at Leigh Road Baptist Church. The lights in St Clements tree have had to be removed to enable tree works and Aylesford have confirmed they are now unusable, although we managed to save the transformers. Awaiting confirmation of tree works completion date as unsure as to whether lights can be re-installed for this year. Quote for new lights to be received.

Event - planning for the event is up to date. New entries received for both the parade and entertainment points within the Town. Scott & Stapleton are supporting the promotion for the event again this year. Haart and leighonseas.com have kindly donated £250 & £150 for the parade competition and festive window competition respectively. Disappointing response from external volunteers to assist this year although SAVS are kindly on the look-out for volunteers for us. Councillor responses awaited. The Council's Volunteer Co-ordinator is also seeking volunteers for the event.

Carols on Strand Wharf

Vicarage Marquees will be providing a 9 x 3m marquee, tables, chairs and festoon lighting at a discounted rate of £350 + VAT. Leigh Lions are kindly supplying the PA system and will assist with volunteers if required.

'Snow White's Got Talent'

Our community pantomime is in rehearsal and we are already receiving ticket sale enquiries. Any surplus monies will be donated to charity (tbc).

Easter Event

Community Centre Administrator will work alongside the Events Officer in organising this event

Annual Town Meeting

A meeting will be held in the New Year to plan the event but it is recommended that for promotion purposes this meeting is called Leigh Community Meeting. Additionally, three media studies A level students from Belfairs Academy are working with the Events Officer and Cllr Ward (community engagement) to put together a presentation film for the evening focussing on the Council's work and other aspects of Leigh.

Maritime Festival

Potential dates – liaising with Lower Thames Rowing Club with regard to linking their annual Pier Race to the event again. Will report again in due course.

Other Events

Research and planning work will commence once Leigh Lights is complete.



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TASK & FINISH GROUP

Report: 2554/HS

PURPOSE: TO CONSIDER THE USE OF HOSES ON ALLOTMENT SITES

Meeting – 21st September 2015
7 p.m. at Leigh Community Centre

PRESENT: Cllrs Carole Mulroney (Chairman), Mark Bromfield, Valerie Morgan, Allotment Representatives: Alan Ashdown, Richard Maddison, Carole and Tony Wilson

Also present: Helen Symmons – Allotments Officer and Assistant Town Clerk

The initial report 2536 submitted to E&L and the pre-meeting discussion document provided by MDAS were discussed.

Limited responses from allotment holders had been received and this did not include any from those tenants that were considered likely to benefit in the main.

Under the Equality Act 2010, it is the act that states who would be considered disabled and individuals cannot be charged for implementing any solutions. Leigh Town Council legally have to look into issues that affect tenants but only need make reasonable adjustments to overcome difficulties.

The proposals considered so far did not present practical solutions but it was raised that maybe individual plot holders covered under the act could have smaller water butts plumbed into the mains and sited on their plots.

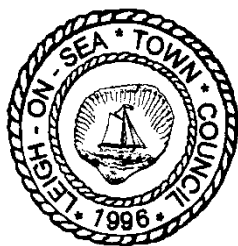
Also considered beneficial to provide guidance with regard to plot holders finding easier solutions for themselves in maintaining their plots e.g. guttering on sheds to harvest water, growing alternative crops.

WAY FORWARD

- All societies to investigate the likely take up of plot water butts
- Equality Act details to be researched by Allotments Officer as to who should receive the assistance
- Societies to work together to formulate an information leaflet
- Alan Ashdown to investigate costs of water butt implementation on selected plots

The matter will be reviewed again in February

Meeting closed 7.30 p.m.



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Report 2562/APDG

ALLOTMENTS POLICY DEVELOPMENT GROUP 6th October 2015

Present: Cllrs Carole Mulrone (Chairman), Jill Adair, Richard Herbert and Jane Ward; Allotment Representatives, Alan Ashdown (LOSALGA), Ashley Hitchcock and Tony Wilson (MDAS), Anne Scobie and Richard Maddison (MC), David Hammond (Leigh Allotments Orchard Group)

In attendance: Helen Symmons (Allotments Officer)

Apologies: Cllrs Mark Bromfield and Val Morgan

The meeting opened at 2.00pm

1. Cllr Mulrone welcomed all and received apologies from: Cllrs Mark Bromfield and Val Morgan
2. Update on matters from PDG 10th June 2015;
Marshall Close – Agenda report noted²
Oak Tree Survey – Agenda report noted
Asbestos Risk Assessment – Agenda report noted
Double Yellow Lines – MDAS presented site map and would like lines 10 yds either side of their entrance. LOSALGA will present site map in time for E&L Agenda.
3. Funding request from LOSALGA with regard to fencing
Project size is comparable to the fencing installed on the east side of the entrance in 2014. For guidance, this cost £3715. MDAS support the request as they are still exposed on the east side of their entrance. Noted that 4 panels of palisade fencing are in storage and could be used. Noted that the amount of clearance required is greater than on the east entrance fencing project. Facilities Manager (**GD**) to review.
Requested that E&L Committee set a budget for works.
4. Water tank request from Marshall Close

² Allotments Officer attended SBC Allotments Societies Secretaries Meeting (ASSM) 8th October – advice from Paul Jenkinson, Parks Technical Officer is Environment Agency need to be involved. Works halted until this is arranged.

As the amount of plot holders has more than doubled, requested for 2 tanks to be installed. Cost of tanks as per those on Manchester Drive site are £450 per tank plus labour to install.

Requested that E&L Committee agree to one tank in principal subject to budget but Marshall Close will consider smaller tanks following information provided by LOSALGA.

5. Drinking Water Supply

MDAS do not wish further taps

LOSALGA would like one more

Marshall Close would like at least one tap as no drinking water facility on site

Requested that E&L Committee agree in principal subject to budget

6. Hosepipes

Further to the T&FG meeting, Alan Ashdown has sourced plot tanks³. These seem to be easily accessible and start from £60 per tank. Matter will be reported to next meeting of the T&FG in February 2016

7. Orchard Group Report

Agenda report noted. David Hammond reiterated the orchard seek to specialise in indigenous crops to Essex. Following his article in the LTC News Magazine, another parish council contacted the group and visited in August. Additionally, the Orchard Group have been featured in a newsletter elsewhere. The meeting were invited to sample the produce from the orchard brought to the meeting

8. Glass on Allotments

Agenda report noted. MDAS advised that they removed some glass in August

9. AOB

- Cllr Ward chased members for their news magazine articles
- Next bonfire date was clarified – weekend of 7th/8th November
- Cllr Herbert asked about bee keeping on the site. Was reported that the plot holder on LOSALGA had removed the authorised hive as felt it was under threat. There had been in the past a reluctance by the Allotments Sub-Committee not to increase the number of hives. Now the security of the site has improved and SBC Bio Diversity group have recently raised the issue of improving the bee population in the area, it was felt that this issue was worth re-considering⁴.

LOSALGA will raise the matter at their next meeting and report to the next PDG

³ Advice following ASSM is to ensure rigid plastic.

⁴ At ASSM, advised SBC are introducing Pollinator Strategy with a website consultation in due course

- LOSALGA will be turning off their water shortly and this will affect the toilets and café on MDAS side. Was reported that the Facilities Manager had looked at the issue and stated stop cocks required. **GD** to undertake work⁵
- MDAS reported that there is leaking guttering from the white LTC storage unit. **GD** to investigate
- MDAS reported that the willow tree at the entrance to the site needs attention as leaning over and affecting the adjacent residential property. It had been reported to the electricity company as the sub-station is there. Originally they were going to send someone to undertake the work but now claim no knowledge of this. In view of the health and safety aspect, **HS** to arrange quotes and report to E&L Committee on cost involved
- MDAS requested the Environment Agency be contacted and asked to pipe the exit to the drainage ditch leading into the brook which has now been dug out. This will avoid blockages.

The meeting closed 3 p.m. and all were reminded of the next meeting:

5th January 2016 at 2 p.m.

⁵ Following the meeting GD advised he had assessed the site in the summer when researching the hosepipe issue but it will require investigation as to where the pipework branches off and the stop cocks to be installed. This will involve a cost as trench work required. Will submit to E&L Committee for budget approval

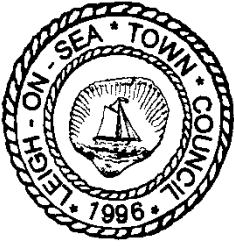
ALLOTMENT JOB REQUESTS

JOB/PROJECT	OVERVIEW	CONTRACTOR	COST/BUDGET
1. Marshall Close Brook*	To stem bank erosion	Facilities Manager & caretaking team	Recommend budget: £320 labour £300 materials Cement Bags free
2. Oak Tree Survey	To survey all oak trees at Manchester Drive	Ian Brown, SBC Parks	Awaiting confirmation of price
3. LOSALGA fencing	Fence east side of entrance through to MDAS entrance	Fencing company and either caretaking team or clearance company	Recommend budget £3500 fencing £750 clearance
4. Water tanks at Marshall Close	To install additional water tanks	Facilities Manager	Recommend budget £500 incl. labour
5. Drinking Water Supply	Install one tap LOSALGA, one tap Marshall Close	Facilities Manager	Recommend budget £250 materials £150 labour
6. MDAS/LOSALGA shut-off valves	Install stop cocks to isolate MDAS toilet & café from LOSALGA water supply	Facilities Manager	Recommend budget £150 materials £250 labour
7. Willow tree by sub-station	To reduce H&S risk associated with the tree	Tree specialist	Awaiting quotes
8. Fix guttering	To inspect and fix leaking guttering on LTC storage unit	Facilities Manager	Recommend budget £150 materials £75 labour
9. See confidential report			

1. Material cost accounted for in 2015/16 year end projections for allotment capital improvements. Labour costs are included in caretaking staff costs.

2, 6, 7 & 8. These items are accounted for in 2015/16 year end projections for allotment maintenance

*This matter needs approval from The Environmental Agency and is on hold until received.



Leigh-on-Sea Town Council

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Chairman: Cllr Richard Herbert
Vice Chairman: Cllr Carole Mulroney
Town Clerk: Paul Beckerson

Report 2545/HS

E & L POLICY DEVELOPMENT GROUP - 4th August 2015

Present: Cllrs: Carole Mulroney (Chairman), Madelaine Hanman-Murphy, Richard Herbert, Fr Clive Hillman, Ron Owen, Valerie Morgan, Helen Robertson and Vivien Rosier.

Apologies: Cllrs Mark Bromfield, Declan Mulroney and Jane Ward

The meeting opened at 7.02pm

1. EVENTS:

- Agreed core events to be Easter, Maritime Festival, Leigh Lights and Carols

Leigh Lights:

- Friday 27th November 2015
- Present lights are being refurbished but Council do need to consider planning for future replacements. Use of special effect lighting was discussed and Cllr Hanman-Murphy will conduct a feasibility study
- Budget will need to be reviewed depending on outcome.

Easter Event:

- Saturday 19th March 2016
- Will remain for 2016 in LCC
- No increase in budget - £1,000

Leigh Maritime Festival

- 2015 Festival a great success
- Extra signage for cockle shell row needed plus early warning signs on Belton Bridge and at Crooked Billet pre road closure on the event morning.
- Budget increase £50 to £3750

Carols on Strand Wharf

- Saturday 12th December 2015
- Development of Wharf delayed
- Given the large numbers now attending Events Officer to research use of end of High Street by the beach with alternative staging plans
- Budget increase £500 to £1000

- 3 further events discussed:

1. 90 for 90 – celebration of Queen's 90th Birthday. This will be an afternoon tea on Sunday 12th June inviting all those in the community who will be 90 next year. Cllrs Fr Clive Hillman and Carole Mulroney will assist the Event Officer. Budget of £500
2. Picnic in the Park at Bonchurch. Family orientated late afternoon picnic with a family friendly outdoor film. Events Officer will research. Budget £1,000.
3. 20th Anniversary of Council – Community Outreach Reception. Budget £500

2. BRANDING

- Discussion on Town branding with the following points noted:
 1. LTC needs to stand out on promotional material

2. Logo has to be used well and be prominent e.g. discs on hanging baskets
3. Good For Leigh is a brand for community engagement

3. NEW CAPITAL PROJECTS:

- PLAY AREA
SBC have volunteers who will be painting the railings soon. The playground is the responsibility of SBC and therefore several questions need to be raised with them in the first instance as to their intentions for refurbishment and timetable and replacement of equipment.

PURCHASE OF INDIVIDUAL PIECES BY THE TOWN COUNCIL
RECOMMENDED AS A CAPITAL PROJECT
DEPENDING ON THE OUTCOME OF SBC
INVESTIGATION

- BIKE PARK AND SAFE CYCLING ROUTES
CLLR HERBERT TO DEVELOP IDEA FURTHER
- TOWN MAPS, REFERRAL SERVICE AND NOTICE BOARDS
The above three projects were discussed individually and felt to link together as a tourism project as well as part of the Heritage Assets project currently underway.

Town Maps	sponsorship would be ideal, with wifi hot spots and tourism trails included in the details. LTC logo to be prominent
Referral Service	A bank of central information to be held at LCC with some information to go on the back of the town maps. Not a major project but one that could be accomplished under the volunteer programme due to start.
Notice Boards	More visible boards incorporating map boards

RECOMMENDED AS A CAPITAL PROJECT

CONCLUSION:

These projects would be presented at the next E & L Committee using the assessment template

4. IDEAS NOT SUITABLE AS CAPITAL PROJECTS

- VOLUNTARY CONSIDERATE PARKING SCHEME
- PARK AND RIDE SCHEME
- PRIDE IN YOUR FRONT GARDEN
Similar to a scheme previously run by Council which wasn't successful
- DOG MESS INITIATIVE -this was being pursued as an ongoing small project
- TOWN WIDE WIFI
- YOUTH CLUB
Many areas to consider in using LCC including finding a regular designated space, child protection, vulnerable adults etc. Was felt the Council did not have the expertise but should discuss any project with existing youth workers in the area in the first instance.

The meeting closed at 9.30 p.m.

ENVIRONMENT AND LEISURE DETAILED BUDGET					2015/16					
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Earmarked Reserves	Budget 2015/16	Expenditure	Balance	% Spent
Community Transport	£ 3,800.00	£ 1,737.50	£ 2,062.50	45.72%	Community Transport		£ 8,216.00	£ 2,814.77	£ 5,401.23	34.26%
Farmers' Market	£ 2,040.00	£ 908.00	£ 1,132.00	44.51%	Farmers' Market		£ 1,650.00	£ 447.70	£ 1,202.30	27.13%
Leigh Lights	£ 3,050.00	£ 232.00	£ 2,818.00	7.61%	Strand Wharf*		£ 2,150.00	£ -	£ 2,150.00	0.00%
Allotments	£ 12,875.00	£ 2,489.00	£ 10,386.00		Strand Wharf (Capital)*	£ 67,183.07	£ -	£ 2,586.68	£ 64,596.39	3.85%
General Events		£ 944.08	-£ 944.08		Leigh Lights		£ 29,060.00	£ -	£ 29,060.00	0.00%
TOTAL INCOME	£ 21,765.00	£ 6,310.58	£ 15,454.42	28.99%	Paddling Pool*	£ 1,768.00	£ -	£ 138.30	£ 1,629.70	7.82%
					Allotments	£ 1,658.02	£ 17,700.37	£ 6,720.31	£ 12,638.08	34.72%
					General Services*		£ 11,500.00	£ 1,483.33	£ 10,016.67	12.90%
					General Events*		£ 8,110.72	£ 4,335.70	£ 3,775.02	53.46%
					Staffing Costs		£ 12,773.00	£ 5,921.06	£ 6,851.94	46.36%
					TOTAL EXPENDITURE	£ 70,609.09	£ 91,160.09	£ 24,447.85	£ 137,321.33	15.11%
General Services					General Events					
Flower Baskets	£ 6,000.00	£ -	£ 6,000.00	0.00%	Maritime Festival		£ 3,700.00	£ 2,770.67	£ 929.33	74.88%
First Aid Provision	£ 1,000.00	£ 483.33	£ 516.67	48.33%	May Day		£ 600.00	£ -	£ 600.00	0.00%
Grants to Outside Organisations	£ 2,000.00	£ 1,000.00	£ 1,000.00	50.00%	Carols on Strand Wharf		£ 200.00	£ -	£ 200.00	0.00%
Good for Leigh	£ 500.00		£ 500.00	0.00%	Easter Event		£ 1,000.00	£ 132.20	£ 867.80	13.22%
Community Initiatives	£ 2,000.00	£ -	£ 2,000.00	0.00%	Other Events		£ 500.00	£ -	£ 500.00	0.00%
					Events Equipment		£ 500.00	£ 127.11	£ 372.89	25.42%
					LCC Room Hire		£ 600.00	£ 295.00	£ 305.00	49.17%
					Distribution of Collections		£ 1,010.72	£ 1,010.72	£ -	100.00%
	£ 11,500.00	£ 1,483.33	£ 10,016.67	12.90%		£ -	£ 8,110.72	£ 4,335.70	£ 3,775.02	53.46%

ALLOTMENTS DETAILED BUDGET					2015/16					
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Earmarked Reserves	Budget 2015/16	Expenditure	Balance	% Spent
Manchester Drive Rent	£ 7,412.00	£ 196.00	£ 7,216.00	2.64%	Maintenance Costs		£ 2,060.00	£ 5.28	£ 2,054.72	0.26%
Leigh Site Rent	£ 3,222.00	£ 1,157.00	£ 2,065.00	35.91%	Protective Clothing			£ -	£ -	
Marshall Close Rent	£ 431.00	£ 178.00	£ 253.00	41.30%	Waste Clearance			£ -	£ -	
					ASA Leigh Site		£ 1,600.00	£ 1,200.00	£ 400.00	75.00%
Manchester Drive Water	£ 1,244.74	£ 35.00	£ 1,209.74	2.81%	ASA Manchester Drive		£ 3,000.00	£ 2,250.00	£ 750.00	75.00%
Leigh Water	£ 503.54	£ 195.00	£ 308.54	38.73%	ASA Marshall Close		£ 500.00	£ 375.00	£ 125.00	75.00%
Marshall Close Water	£ 61.72	£ 28.00	£ 33.72	45.37%	Capital Expenditure	£ 1,658.02	£ 2,500.00	£ -	£ 4,158.02	0.00%
					Affiliations			£ -	£ -	
Keys		£ 100.00	-£ 100.00		Water Rates		£ 2,700.00	£ 558.36	£ 2,141.64	20.68%
Tenancy Deposits		£ 600.00	-£ 600.00		Keys & Refunds			£ 106.50	-£ 106.50	
Other Income		£ -	£ -		Tenancy Deposits			£ 220.00	-£ 220.00	
					MDAS Commission		£ 926.00		£ 926.00	0.00%
					Staff Costs		£ 4,414.37	£ 2,005.17	£ 2,409.20	45.42%
TOTAL INCOME	£ 12,875.00	£ 2,489.00	£ 10,386.00	19.33%	TOTAL EXPENDITURE	£ 1,658.02	£ 17,700.37	£ 6,720.31	£ 12,638.08	34.72%
Tenancy Deposits B/F Received	£ 2,599.50				Expenditure Excluding Staffing		£ 13,286.00	£ 4,715.14		
Refunded	£ 600.00									
Tenancy Deposits C/F	£ 220.00									
	£ 2,979.50									

COMMUNITY TRANSPORT DETAILED BUDGET					2015/16				
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Budget 2015/16	Expenditure	Balance	% Spent
Ticket Sales	£ 3,800.00	£ 1,737.50	£ 2,062.50	45.72%	Ticket Purchases	£ 1,500.00	£ 699.00	£ 801.00	46.60%
					Minibus Hire & Fuel	£ 1,500.00	£ 250.90	£ 1,249.10	16.73%
					DBS Checks	£ 200.00	£ -	£ 200.00	0.00%
					Refreshments	£ 200.00	£ 292.50	-£ 92.50	146.25%
					CTA Membership	£ 270.00	£ -	£ 270.00	0.00%
					MIDAS Training	£ 200.00	£ -	£ 200.00	0.00%
					Miscellaneous	£ 130.00	£ 30.12	£ 99.88	23.17%
					Driver Licence Verification	£ 60.00	£ -	£ 60.00	0.00%
					Staffing Costs	£ 4,156.00	£ 1,542.25	£ 2,613.75	37.11%
TOTAL INCOME	£ 3,800.00	£ 1,737.50	£ 2,062.50	45.72%	TOTAL EXPENDITURE	£ 8,216.00	£ 2,814.77	£ 5,401.23	34.26%

Expenditure less Staffing **£ 4,060.00** **£ 1,272.52**

FARMERS' MARKET DETAILED BUDGET					2015/16				
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Budget 2015/16	Expenditure	Balance	% Spent
Stall Hire	£ 2,040.00	£ 908.00	£ 1,132.00	44.51%	Hall Hire	£ 1,000.00	£ 432.00	£ 568.00	43.20%
					Leaflets	£ 450.00	£ -	£ 450.00	0.00%
					Banners	£ 200.00	£ -	£ 200.00	0.00%
					Miscellaneous		£ 15.70	-£ 15.70	
TOTAL INCOME	£ 2,040.00	£ 908.00	£ 1,132.00	44.51%	TOTAL EXPENDITURE	£ 1,650.00	£ 447.70	£ 1,202.30	27.13%

LEIGH LIGHTS DETAILED BUDGET					2015/16				
INCOME	Budget 2015/16	Income Received	Balance	% Received	EXPENDITURE	Budget 2015/16	Expenditure	Balance	% Spent
Traders Contribution	£ 2,000.00	£ 60.00	£ 1,940.00	3.00%	Column Testing 1/3	£ 1,450.00	£ -	£ 1,450.00	0.00%
Collections	£ 700.00	£ -	£ 700.00	0.00%	Installation Removal & Storage	£ 9,500.00	£ -	£ 9,500.00	0.00%
Stall Fees	£ 350.00	£ 150.00	£ 200.00	42.86%	Electricity	£ 300.00	£ -	£ 300.00	0.00%
Loaned Equipment	£ -	£ 22.00	-£ 22.00		Repairs & Renewals	£ 1,100.00	£ -	£ 1,100.00	0.00%
					Security	£ 3,200.00	£ -	£ 3,200.00	0.00%
					Entertainment	£ 1,000.00	£ -	£ 1,000.00	0.00%
					Road Closures & Licences	£ 4,500.00	£ -	£ 4,500.00	0.00%
					First Aid	£ 180.00	£ -	£ 180.00	0.00%
					Capital Renewals	£ 5,530.00	£ -	£ 5,530.00	0.00%
					Support Columns - Erect & Remove	£ 1,600.00	£ -	£ 1,600.00	0.00%
					Donations	£ 700.00	£ -	£ 700.00	0.00%
					Miscellaneous		£ -		
TOTAL INCOME	£ 3,050.00	£ 232.00	£ 2,818.00	7.61%	TOTAL EXPENDITURE	£ 29,060.00	£ -	£ 29,060.00	0.00%

Full E & L				
	Actual 2014/15	Budget 2015/16	Yr End Projection	Budget 2016/17
INCOME				
Farmers Market	£ 2,029.00	£ 2,040.00	£ 2,002.00	£ 2,002.00
Community Transport	£ 1,801.00	£ 3,800.00	£ 2,000.00	£ 3,200.00
Allotments	£ 9,800.00	£ 12,875.00	£ 11,063.00	£ 11,080.00
Leigh Lights	£ 2,350.00	£ 2,350.00	£ 2,600.00	£ 2,000.00
Other Events	£ 475.00	£ -	£ 627.00	£ 450.00
	£ 16,455.00	£ 21,065.00	£ 18,292.00	£ 18,732.00
EXPENDITURE				
Farmers Market	£ 815.00	£ 1,650.00	£ 1,500.00	£ 1,550.00
Community Transport	£ 7,066.00	£ 8,033.00	£ 6,813.00	£ 8,307.00
Allotments	£ 20,458.00	£ 17,700.00	£ 14,376.00	£ 17,537.00
Leigh Lights	£ 24,645.00	£ 28,360.00	£ 28,596.00	£ 30,455.00
Other Events	£ 6,266.00	£ 7,400.00	£ 6,912.00	£ 8,800.00
Paddling Pool	£ -	£ -	£ 138.00	
Hanging Baskets	£ 10,650.00	£ 6,000.00	£ 6,000.00	£ 6,600.00
Grants to externals	£ 1,000.00	£ 2,000.00	£ 1,500.00	£ 1,500.00
First Aid Post	£ 1,084.00	£ 1,000.00	£ 933.00	£ 1,100.00
Good for Leigh	£ 7.00	£ -	£ 250.00	£ 500.00
Community Initiatives	£ -	£ 2,000.00	£ -	£ 1,000.00
E & L Staff Costs	£ 17,903.00	£ 12,811.00	£ 12,773.00	£ 14,193.00
	£ 89,894.00	£ 86,954.00	£ 79,791.00	£ 91,542.00
NET PROPOSED BUDGET FIGURES		Allotments		£ 6,457.00
		Community Transport		£ 5,107.00
		Leigh Lights		£ 28,455.00
		TOTAL COMMITTEE		£ 72,810.00
<u>Earmarked reserves</u>				£ 9,376.00
2014/15			2015/16	Proposed
Paddling Pool	£1,768		Allotments	£2,200
Allotments	£1,658		Lights	£1,450
	£3,426		Comm Init	£2,000
				£5,650

Allotments				
	Actual 2014/15	Budget 2015/16	Yr End Projection	Budget 2016/17
INCOME				
Rent	£ 7,944.00	£ 11,065.00	£ 9,253.00	£ 9,253.00
Water	£ 1,856.00	£ 1,810.00	£ 1,810.00	£ 1,827.00
	£ 9,800.00	£ 12,875.00	£ 11,063.00	£ 11,080.00
EXPENDITURE				
Water Rates	£ 2,461.00	£ 2,700.00	£ 2,251.00	£ 2,500.00
Maintenance	£ 2,516.00	£ 2,060.00	£ 1,625.00	£ 2,000.00
Protective Clothing	£ -	£ -	£ -	£ -
Waste Clearance	£ 633.00	£ -	£ -	£ 250.00
Plot Clearance	£ -	£ -	£ -	£ 500.00
ASAs	£ 5,100.00	£ 5,100.00	£ 5,100.00	£ 5,100.00
Capital Improvements	£ 3,927.00	£ 2,500.00	300*	£ 1,000.00
Capital Equipment	£ 750.00	£ -	£ -	£ 250.00
Affiliations	£ 55.00	£ -	£ 60.00	£ 60.00
MDAS comm	£ 613.00	£ 926.00	£ 926.00	£ 1,000.00
Staff Costs	£ 4,403.00	£ 4,414.00	£ 4,414.00	£ 4,877.00
	£ 20,458.00	£ 17,700.00	£ 14,376.00	£ 17,537.00
	-£ 10,658.00	-£ 4,825.00	-£ 3,313.00	-£ 6,457.00
<u>Earmarked reserves</u>				
2014/15 Actual £1658				
2015/16 Proposed £2200				
Total £3858				

Other E&L				
	Actual 2014/15	Budget 2015/16	Yr End Projection	Budget 2016/17
INCOME				
Farmers Market	£ 2,029.00	£ 2,040.00	£ 2,002.00	£ 2,002.00
Community Transport	£ 1,801.00	£ 3,800.00	£ 2,000.00	£ 3,200.00
	£ 3,830.00	£ 5,840.00	£ 4,002.00	£ 5,202.00
EXPENDITURE				
Community Transport				
Ticket Costs	£ 1,228.00	£ 1,500.00	£ 879.00	£ 1,400.00
Misc. Costs	£ 55.00	£ 130.00	£ 50.00	£ 50.00
Staffing	£ 4,771.00	£ 4,173.00	£ 4,156.00	£ 4,377.00
Travel Costs	£ 569.00	£ 1,500.00	£ 723.00	£ 750.00
CTA membership	£ 254.00	£ 270.00	£ 270.00	£ 270.00
Driver Costs	£ 145.00	£ 260.00	£ 260.00	£ 260.00
Refreshments	£ 44.00	£ 200.00	£ 475.00	£ 1,200.00
	£ 7,066.00	£ 8,033.00	£ 6,813.00	£ 8,307.00
Farmers Market				
Hall Hire	£ 792.00	£ 1,000.00	£ 800.00	£ 800.00
Promotion	£ -	£ 450.00	£ 450.00	£ 500.00
Banners	£ -	£ 200.00	£ 200.00	£ 200.00
Misc. costs	£ 23.00	£ -	£ 50.00	£ 50.00
	£ 815.00	£ 1,650.00	£ 1,500.00	£ 1,550.00
Paddling Pool	£ -	£ -	£ 138.00	
Hanging Baskets	£ 10,650.00	£ 6,000.00	£ 6,000.00	£ 6,600.00
Grants to externals	£ 1,000.00	£ 2,000.00	£ 1,500.00	£ 1,500.00
First Aid Post	£ 1,084.00	£ 1,000.00	£ 933.00	£ 1,100.00
Good for Leigh	£ 7.00	£ -	£ 250.00	£ 500.00
Community Initiatives	£ -	£ 2,000.00	0*	£ 1,000.00
Other E & L Staff Costs	£ 17,903.00	£ 12,811.00	£ 12,773.00	£ 14,193.00
	£ 30,644.00	£ 23,811.00	£ 21,594.00	£ 24,893.00
	£ 38,525.00	£ 33,494.00	£ 29,907.00	£ 34,750.00
Earmarked reserves*				
2014/15 Paddling Pool £1768				
2015/16 Proposed £2000				
Total £3768				

Events				
	Actual 2014/15	Budget 2015/16	Yr End Projection	Budget 2016/17
INCOME				
Leigh Lights	£ 2,350.00	£ 2,350.00	£ 2,600.00	£ 2,000.00
Maritime Festival	£ 275.00		£ 405.00	£ 250.00
Easter	£ 200.00		£ 200.00	£ 200.00
Other Events				
Loaned equipment			£ 22.00	
	£ 2,825.00	£ 2,350.00	£ 3,227.00	£ 2,450.00
EXPENDITURE				
Leigh Lights				
Column Testing	£ -	£ 1,450.00	0*	£ 1,450.00
Installation & Storage	£ 8,400.00	£ 9,500.00	£ 9,500.00	£ 9,500.00
Columns Installation & Storage	£ 1,512.00	£ 1,600.00	£ 1,664.00	£ 1,800.00
Electricity	£ 265.00	£ 300.00	£ 300.00	£ 330.00
Repairs & Renewals	£ -	£ 1,100.00	£ 1,100.00	£ 1,100.00
Security	£ 2,967.00	£ 3,200.00	£ 3,250.00	£ 3,500.00
Entertainment	£ 645.00	£ 1,000.00	£ 800.00	£ 1,000.00
Road Closures & Permits	£ 5,614.00	£ 4,500.00	£ 5,750.00	£ 6,000.00
First Aid	£ 132.00	£ 180.00	£ 152.00	£ 175.00
Cleaning	£ 371.00	£ -	£ 450.00	£ 500.00
Promotion	£ 81.00	£ -	£ 100.00	£ 100.00
Capital Renewals	£ 4,658.00	£ 5,530.00	£ 5,530.00	£ 5,000.00
	£ 24,645.00	£ 28,360.00	£ 28,596.00	£ 30,455.00
Maritime Festival	£ 3,704.00	£ 3,700.00	£ 3,870.00	£ 3,750.00
Easter Event	£ 1,118.00	£ 1,000.00	£ 1,200.00	£ 1,250.00
Carols on Strand	£ 595.00	£ 1,000.00	£ 1,000.00	£ 1,000.00
Other Events	£ 23.00	£ 600.00	£ -	£ 2,000.00
Event Equipment	£ 826.00	£ 500.00	£ 500.00	£ 500.00
LCC Room Hire	£ -	£ 600.00	£ 342.00	£ 300.00
	£ 6,266.00	£ 7,400.00	£ 6,912.00	£ 8,800.00
	£ 30,911.00	£ 35,760.00	£ 35,508.00	£ 39,255.00
<u>Earmarked reserves*</u>				
2015/16 Proposed £1450				

Leigh-on-Sea Coastal Community Team – Briefing September 2015

In March 2015 the Department for Communities and Local Government (DCLG) announced the intention to support the establishment of over 100 Coastal Community Teams across England. The purpose of the teams was to achieve the following:

- Encourage greater local partnership working in coastal areas
- Support the development of local solutions to economic issues facing coastal communities
- Establish a network of teams across England who can work together and with Government to tackle issues facing coastal communities
- Encourage the sustainable use of heritage/cultural assets to provide both a focus for community activities and enhanced economic opportunities

It was anticipated that the priorities for Coastal Community Teams could include enhancing the accessibilities of public areas, providing more community facilities, promoting the visitor economy, and creating links to support the growth and performance of the retail sector. However, the Coastal Teams are free to develop their own priorities based on an assessment and understanding of local need.

To identify local need and build up a case for securing future funding, DCLG want to see an economic plan emerge for all Coastal Team areas by January 2015.

Following consultation with the Government, Southend-on-Sea Borough Council (SBC) began to look at the opportunities to form three coastal teams within the Borough boundary:

- Leigh-on-Sea covering the wards Leigh and West Leigh
- Shoeburyness covering the wards Shoeburyness and West Shoebury
- Southend-on-Sea with a focus on the Central Southend seafront and promotion to visitors

The bid for the Leigh-on-Sea Coastal Community Team was developed in partnership between SBC and the Cultural Engine (the Cultural Engine was the applicant organisation on behalf of the Leigh Port Partnership), and the announcement that it had been a success was made by DCLG on the 17th July 2015. The Government will make £10,000 available to support the establishment of the Coastal Community Team and the development of an economic plan (see below).

The Structure of the Leigh-on-Sea Coastal Community Team

It was presented in the bid to DCLG that the structure and future governance of the Leigh-on-Sea Coastal Community Team (LCCT) would be based upon the existing Leigh Port Partnership (LPP), but that a new organisation would emerge that could effectively represent the whole of the area (including all business sectors), while recognising the particular importance of the Port and active fishing industry to the wider Leigh-on-Sea economy.

The following organisations/groups will therefore be included in the initial LCCT set up, although this is expected to grow as more organisations, businesses and groups get involved: Leigh Port Partnership, Leigh Town Council, Leigh Old Town Group, Leigh & Southend Fisherman's Group, Thames Cockle Fisherman's Association, Leigh Society (including the Heritage Centre), Leigh Maritime CIC, Thames Estuary Partnership and Essex Wildlife Trust.

It was proposed that this new Coastal Community Team would receive ongoing support from The Cultural Engine and SBC in developing an economic plan that can be used to support further investment into Leigh-on-Sea, as well as helping to align existing investment plans (public and private). It is important that a clear message on priorities emerges in the economic plan that must be submitted to DCLG by January 2015.

The Challenge for the Leigh-on-Sea Coastal Community Team

The challenge will be to put together over the next four months a coherent economic plan that sets out the priorities for investment that will have a sustained positive impact on the Leigh economy. This

includes focusing on measures to support the fishing industry locally as a key part Leigh's cultural identity which supports the wider tourism and retail sectors.

There are a number of phases to the work that can take place over the next few months (subject to further discussion with partners), led by the Cultural Engine and SBC. The below is not an exhaustive list:

- Phase 1: Establishing the LCCT, organise initial meetings and briefings for councillors, potential partners etc. (this document is part of this process)
- Phase 2: Defining the essential role that the Fishing Industry has in the local economy. This will help in identifying the investment priorities that will have the greatest impact directly on the fishing industry and on other business sectors. It is not anticipated that a full Leigh-on-Sea Fishing Strategy should be developed (the last one was in 2002), but some key priorities for this industry should be identified to underpin all of the work on the economic plan
- Phase 3: Undertake a broad analysis of visitor 'wants and needs' This will be relevant to all sectors of the local economy and may identify some new priorities. Some of this information can be gleaned by consultation with local businesses and community/heritage organisations, while some direct consultation with visitors will also be necessary.
- Phase 4: Undertake some simple web development utilising Wordpress. This will be a simple blog style digital platform for sharing information about the Coastal Team and will be promoted through partner websites.
- Phase 5: Broad analysis of the current economic situation in Leigh (two wards of Leigh and West Leigh), identifying future economic and infrastructure challenges (for example transport issues, lack of skills in particular sectors, or fishing industry challenges). A public consultation event should also follow
- Phase 6: Begin to identify a number of key projects and priorities based on an understanding of the local economic and infrastructure challenges, and considering the current investment plans, identifying which projects can support the cultural and economic profile and vibrancy of the whole area into the future
- Phase 7: Identify funding opportunities for the priority projects, looking at existing match funding, relating to FLAG/fishing industry priorities (see below)

Leigh Coastal Community Team and the Proposals for a FLAG (Fishing Local Action Group)

Over the last few months there has been some work taking place, led by the Thames Estuary Partnership (TEP), considering the options for a proposed North Thames Fishing Local Action Group. The FLAG would be focused on securing investment through the European Marine and Fisheries Fund (EMFF) and other sources of EU and/or regional funding. This is clearly relevant to the work of the LCCT and both SBC and the Cultural Engine are working collaboratively with TEP and other local partners on taking this forward.

Other Funding Opportunities for the Leigh-on-Sea Coastal Community Team

The Government have stated that they expect Coastal Community Teams to be in a good position to bid for future funding through a range of sources. These include:

Coastal Revival Fund:

DCLG have made available £3m available across England to support a range of projects up to a value of £50,000 each. The funding can be both capital or revenue, and '*can be spent on the improvement, repair or regeneration of structures or sites. It may also be used for the initial works that will help revive the structure in the longer-term, such as feasibility studies, conservation management plans, legal advice on development, and architectural surveys.*' (Coastal Revival Fund Prospectus July 2015).

The deadline for applications was the 14th September 2015. A bid was submitted on behalf of the Leigh Maritime CIC relating to the proposed new Leigh Maritime Museum at Strand Wharf (the old Sea King boatyard). This was one of four bids that went in from across Southend, those others relating relate to the Shoebury Heritage Centre (Shoeburyness), the Tram Stop Project (Thorpe Bay),

and funding for feasibility for the new Museum (Central Southend submitted by Southend Borough Council).

Coastal Communities Fund

The Coastal Communities Fund (CCF) is overseen by the BIG Lottery on behalf of the Government and aims to encourage the economic development of UK coastal communities, awarding funding to support sustainable economic growth and jobs. The fund is currently closed for new applications, although the Government have announced that the CCF will be extended to 2020/21 with at least £90m of new funding available from 2017/18. This therefore provides an excellent opportunity to secure investment in stated priorities in Coastal Team areas, and the economic plan for LCCT should seek to reflect the priorities for CCF where appropriate.

Other Funding

Other funding opportunities include Heritage Lottery Funding (HLF), funding linked to the development of the FLAG (including EMFF – see above), and Local Enterprise Partnership related infrastructure and European Structural Investment Funds (ESIF).

Coastal Communities Alliance

The Coastal Communities Alliance has been established to share resources, good practice and information between all Coastal Community Team, and is overseen by Lincolnshire County Council. Guidance has been issued relating to promotion on Coastal Community Teams, including logos which are copied below.



For social media:
#coastalteams will live stream through to the Coastal
Community Alliance website.
Or #coastalca is picked up through @CoastalCA