



# Leigh-on-Sea Town Council

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Chairman: Cllr Carole Mulroney  
 Vice Chairman: Cllr Helen Robertson  
 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 20<sup>th</sup> December 2016**, 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 18<sup>TH</sup> OCTOBER 2016
5. PUBLIC REPRESENTATIONS

## EVENTS

### 6. EVENT REPORT

The event programme is now complete for the calendar year and therefore it is recommended that an E&L PDG be arranged for an annual debrief and to commence event planning for 2017.

### 7. TRADERS DONATIONS TOWARDS CHRISTMAS LIGHTS

Alas donations are yet again reduced.

2012	2013	2014	2015	2016
£2401	£2295	£2000	£1670	£1500

	2015	Number	2016	Number
BROADWAY	£620	11	£670	9
LEIGH ROAD	£315	8	£260	9
ELM ROAD	£250	5	£180	4
BROADWAY WEST	£410	7	£270	3
RECTORY GROVE	£75	2	£120	3

There are approximately 388 businesses in this area. There were no donations from any of the bars/pubs. Four donations were received from businesses in the food/drink service industry.

Three businesses supported the event with sponsorship:

Scott and Stapleton – Promotional material  
 S. Stibbards & Sons – Parade awards  
 CS Parking – donation of car park for Fairground

Annual cost of the lighting installation is c. £12,000

Annual cost of the event is c. £11,000

Capital expenditure on new lights this year was £5,000 with a further £10,000 budgeted for in 2017

**ALLOTMENTS**

**8. BEEHIVE REQUEST – DECISION ITEM**

A plot holder on the MDAS site has requested to keep bees. In consultation with MDAS, it was advised that an informal programme of help and guidance was to be followed with a year's experience being gained prior to a decision being made. The plot holder is keen to proceed under this advice but as the relevant training course is expensive, requests confirmation that a hive will be permitted once the relevant qualification and experience has been obtained.

It is **RECOMMENDED** that the Committee agree the request in principal provided MDAS have no objections.

**9. BONFIRE DATES**

It is **RECOMMENDED** that the Committee authorise only the following bonfire dates for 2017, weather permitting:

22<sup>nd</sup> & 23<sup>rd</sup> April  
3<sup>rd</sup> to 5<sup>th</sup> November

**OTHER E & L MATTERS**


**10. HANGING BASKETS**

The E&L Officer wrote to SBC in the summer expressing the Committee's discontent with the standard of the baskets. The Officer concerned has since retired and the new Officer at the Borough Council was spoken to at a recent meeting. The poor standard was recognised and a quote is being obtained by SBC from an alternate source. Additionally the E&L Officer will obtain a quote from a local independent business who has expressed an interest in providing this service.

**11. THE GREAT BRITISH SPRING CLEAN – MARCH 3<sup>RD</sup>-5<sup>TH</sup> 2017 (Appendix 1)**

The Chairman would like the Committee to investigate becoming involved in this campaign with it being led by Councillors.

**12. ENVIRONMENT & LEISURE BUDGET 2015/16 – As at 12<sup>th</sup> December 2016 (Appendix 2)**



Paul Beckerson  
Town Clerk  
15<sup>th</sup> December 2016

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

## The Great British Spring Clean, March 3rd-5th, 2017

Keep Britain Tidy would love to have the support of elected members from across your authority in the first of our national Great British Spring Cleans, which will be taking place across the long weekend of March 3rd - 5th, 2017.

Earlier this year, as part of Clean for The Queen, local authorities across the country helped us to inspire a quarter of a million people to get outdoors and clean up their local neighbourhoods.

Next year, we're aiming higher. We want to get 500,000 people outdoors and active in their communities clearing up litter and we hope our new campaign title inspires many more people to participate.

Once again, litter charities across the country have come together in support of this campaign and we are putting together an impressive group of supporting organisations drawn from the private, public and charity sectors

Naturally, we'd love to have support from you and other elected members in making this event truly spectacular.

Once again a number of resources will shortly be available for you to use and the website [www.greatbritishspringclean.org](http://www.greatbritishspringclean.org) will be launched publicly in early November.

We've also written to your Chief Executive's office, seeking support from the relevant community based teams on the ground. But it'd be great if you could indicate your support for the campaign, as we encourage as many elected members as possible to take part and of course promote the campaign to their own constituents.

If you can indicate your willingness to support the campaign by replying to [richard.mcilwain@keepbritaintidy.org](mailto:richard.mcilwain@keepbritaintidy.org), we'll be back in touch shortly with more details.

A handwritten signature in white ink on a dark blue background. The signature is cursive and appears to read 'Richard McIlwain'.

**Richard McIlwain**  
**Deputy Chief Executive,**  
**Keep Britain Tidy**

Keep Britain Tidy is a registered Charity No. 1071737. Registered as a Company limited by guarantee in England & Wales No. 3496361. Registered office at Elizabeth House, The Pier, Wigan, WN3 4EX



<b>ALLOTMENTS DETAILED BUDGET</b>										<b>2016/17</b>
<b>INCOME</b>	Budget 2016/17	Income Received	Balance	% Received	<b>EXPENDITURE</b>	Earmarked Reserves	Budget 2016/17	Expenditure	Balance	% Spent
Manchester Drive Rent	£ 6,700.00	£ 5,634.31	£ 1,065.69	84.09%	Maintenance Costs	£ 1,120.19	£ 2,000.00	£ 23.70	£ 3,096.49	0.76%
Leigh Site Rent	£ 2,964.00	£ 2,810.50	£ 153.50	94.82%	Protective Clothing			£ -	£ -	
Marshall Close Rent	£ 399.00	£ 430.00	-£ 31.00	107.77%	Waste Clearance		£ 750.00	£ -	£ 750.00	
					ASA Leigh Site		£ 1,600.00	£ 1,200.00	£ 400.00	75.00%
Manchester Drive Water	£ 1,159.00	£ 1,061.00	£ 98.00	91.54%	ASA Manchester Drive		£ 3,000.00	£ 2,250.00	£ 750.00	75.00%
Leigh Water	£ 433.00	£ 416.00	£ 17.00	96.07%	ASA Marshall Close		£ 500.00	£ 375.00	£ 125.00	75.00%
Marshall Close Water	£ 58.00	£ 64.50	-£ 6.50	111.21%	Capital Expenditure	£ 3,876.73	£ 1,250.00	£ 116.58	£ 5,010.15	2.27%
					Affiliations		£ 60.00	£ 55.00	£ 5.00	91.67%
Keys		£ 85.00	-£ 85.00		Water Rates		£ 2,500.00	£ 2,363.70	£ 136.30	94.55%
Tenancy Deposits		£ 630.00	-£ 630.00		Keys & Refunds			£ 105.00	-£ 105.00	
Other Income		£ 20.00	-£ 20.00		Tenancy Deposits			£ 205.00	-£ 205.00	
					MDAS Commission		£ 1,000.00		£ 1,000.00	0.00%
					Staff Costs		£ 4,877.00	£ 5,357.29	-£ 480.29	109.85%
<b>TOTAL INCOME</b>	<b>£ 11,713.00</b>	<b>£ 11,151.31</b>	<b>£ 561.69</b>	<b>95.20%</b>	<b>TOTAL EXPENDITURE</b>	<b>£ 4,996.92</b>	<b>£ 17,537.00</b>	<b>£ 12,051.27</b>	<b>£ 10,482.65</b>	<b>53.48%</b>

<b>FARMERS' MARKET DETAILED BUDGET</b>					<b>2016/17</b>				
<b>INCOME</b>	Budget 2016/17	Income Received	Balance	% Received	<b>EXPENDITURE</b>	Budget 2016/17	Expenditure	Balance	% Spent
Stall Hire	£ 2,002.00	£ 1,376.00	£ 626.00	68.73%	Hall Hire	£ 800.00	£ 576.00	£ 224.00	72.00%
					Leaflets	£ 500.00	£ 111.00	£ 389.00	22.20%
					Banners	£ 200.00	£ -	£ 200.00	0.00%
					Miscellaneous	£ 50.00	£ 16.03	£ 33.97	32.06%
<b>TOTAL INCOME</b>	<b>£ 2,002.00</b>	<b>£ 1,376.00</b>	<b>£ 626.00</b>	<b>68.73%</b>	<b>TOTAL EXPENDITURE</b>	<b>£ 1,550.00</b>	<b>£ 703.03</b>	<b>£ 846.97</b>	<b>45.36%</b>

<b>COMMUNITY TRANSPORT DETAILED BUDGET</b>					<b>2016/17</b>					
<b>INCOME</b>	Budget 2016/17	Income Received	Balance	% Received	<b>EXPENDITURE</b>	Earmarked Reserves	Budget 2016/17	Expenditure	Balance	% Spent
Ticket Sales	£ 3,200.00	£ 2,514.20	£ 685.80	78.57%	Ticket Purchases		£ 1,400.00	£ 1,146.80	£ 253.20	81.91%
					Travel Costs		£ 750.00	£ 502.40	£ 247.60	66.99%
					Driver Costs		£ 260.00	£ 80.00	£ 180.00	30.77%
					Refreshments		£ 1,200.00	£ 333.60	£ 866.40	27.80%
					CTA Membership		£ 270.00	£ -	£ 270.00	0.00%
					Miscellaneous		£ 50.00	£ 733.25	-£ 683.25	1466.50%
					Staffing Costs		£ 4,377.00	£ 2,717.26	£ 1,659.74	62.08%
<b>TOTAL INCOME</b>	<b>£ 3,200.00</b>	<b>£ 2,514.20</b>	<b>£ 685.80</b>	<b>78.57%</b>	<b>TOTAL EXPENDITURE</b>	<b>£ -</b>	<b>£ 8,307.00</b>	<b>£ 5,513.31</b>	<b>£ 2,793.69</b>	<b>66.37%</b>

<b>LEIGH LIGHTS DETAILED BUDGET</b>										<b>2016/17</b>
<b>INCOME</b>	Budget 2016/17	Income Received	Balance	% Received	<b>EXPENDITURE</b>	Earmarked Reserves	Budget 2016/17	Expenditure	Balance	% Spent
					Leigh Lights Reserve	£ 4,659.00			£ 4,659.00	
Traders Contribution	£ 1,600.00	£ 1,500.00	£ 100.00	93.75%	Column Testing 1/3		£ 1,450.00	£ 3,500.00	-£ 2,050.00	241.38%
Stall Fees	£ 400.00	£ 570.00	-£ 170.00	142.50%	Installation Removal & Storage		£ 9,500.00	£ 6,862.50	£ 2,637.50	72.24%
Sponsorship		£ 250.00	-£ 250.00		Electricity		£ 330.00	£ -	£ 330.00	0.00%
					Repairs & Renewals		£ 1,100.00	£ -	£ 1,100.00	0.00%
					Security		£ 3,500.00	£ -	£ 3,500.00	0.00%
					Entertainment		£ 1,000.00	£ 50.00	£ 950.00	5.00%
					Road Closures & Licences		£ 6,000.00	£ 279.27	£ 5,720.73	4.65%
					First Aid, Cleansing & Banners		£ 775.00	£ 560.53	£ 214.47	72.33%
					Capital Renewals		£ 5,000.00	£ 4,680.00	£ 320.00	93.60%
					Support Columns - Erect & Remove		£ 1,800.00	£ -	£ 1,800.00	0.00%
					Miscellaneous			£ -		
<b>TOTAL INCOME</b>	<b>£ 2,000.00</b>	<b>£ 2,320.00</b>	<b>-£ 320.00</b>	<b>116.00%</b>	<b>TOTAL EXPENDITURE</b>	<b>£ 4,659.00</b>	<b>£ 30,455.00</b>	<b>£ 15,932.30</b>	<b>£ 19,181.70</b>	<b>52.31%</b>