



Leigh-on-Sea Town Council

67 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
leighcouncil@btconnect.com www.essexinfo.net/leigh-on-sea

Chairman: Cllr Pat Holden
Vice Chairman: Cllr Carole Mulroney
Town Clerk: Paul Beckerson



MINUTES OF THE MEETING OF THE LEIGH-ON-SEA TOWN COUNCIL HELD AT 7.30PM ON WEDNESDAY 13th OCTOBER 2010 AT THE COUNCIL OFFICES, 67 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Pat Holden (Chairman), Bill Abbot, Margaret Cotgrove, Hilary Davison, Mike Dolby, Donald Fraser, Jerry Holden, Carole Mulroney and Jean Rowswell.

Also in attendance: Paul Beckerson (Town Clerk), Paul Lawrence

The meeting opened at 7.30pm

Prayers were read by the Chaplain, Major John Carmichael.

40. CHAIRMAN'S OPENING REMARKS

The Chairman had attended the Leigh Regatta and had been present in the Tea Tent along with the Mayor of Southend and Davis Amess MP. All had agreed that it was a huge success. Other events included the Centenarians Tea Party and the presentation of £100 (kindly donated by the Marine Residents Association for the talk the Town Clerk had given to their AGM) to the Thursday Club the previous Thursday with the press in attendance.

41. DECLARATION OF MEMBERS INTERESTS

There were none.

42. APOLOGIES FOR ABSENCE

Cllrs: Reta Cocks, Elaine Crystall, Peter Dolby, Caroline Parker, Patsy Ryan, David Vaughan and John Wren.

43. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the 8th September 2010 were agreed and signed by the Chairman

44. COMMITTEES

- a) Planning Committee – The minutes of the meetings held on the 14th and 28th September 2010 were noted.
- b) Leisure, Foreshore & Environment Committee – The minutes of the meeting held on the 16th September 2010 were noted. With the following **RECOMMENDATIONS:**
 - a. Minute 18 (d) Fishing Festival 2011
It was **RESOLVED: that the Fishing Festival is held again next year on Sunday 31st July, 2011 between 11 am and 4 pm.**

- b. Minute 19 (a) Gypsy Bridge Paddling Pool
It was **RESOLVED: that SBC be contacted and asked to have the pool cleaned.**
- c. Minute 19 Outstanding Issues
It was **RESOLVED: that the Outstanding Issues report only be put on the agenda when the Chairman feels the committee need to know about any updates.**
- c) Allotments Committee – The minutes of the meeting held on the 22nd September 2010 were noted.
- d) Finance & General Purposes Committee – The minutes of the meeting held on the 5th October 2010 were noted. With the following **RECOMMENDATIONS:**

Minute 64 PRESENTATION WP

- a. It was **RESOLVED** that the preferred domain name should be www.leightowncouncil.gov.uk
- b. It was **RESOLVED** that Heart Internet be the Internet Service Provider to register the Domain Name with Ja.net at a cost of £180 initially and £80 bi-annually thereafter.
- c. It was **RESOLVED** that Heart Internet host the website and email for the new domain at a cost of £2.49 per month.
- d. It was **RESOLVED** that the existing website should co-exist with the new one and that migration should take place over a period of time as capacity and resources dictate. The Good for Leigh email should also be moved to new host.
- e. It was **RESOLVED** that Backup Software (Symantec Backup Exec 2010 for SBS) be purchased from PC World Business at a sum of £285.
- f. It was further **RESOLVED** that a sum of no more than £600 be taken from reserves to fund the foregoing **RESOLUTIONS.**

Minute 66 CODE OF CONDUCT (FURTHER TRAINING)

- a. It was **RESOLVED** that John Williams of SBC be invited to deliver further training prior to a full Council meeting to ensure maximum attendance.

Minute 67 MATERNITY POLICY

- a. It was **RESOLVED** that the Maternity Policy contained in Report 1773/F&GP is **ADOPTED.**

Minute 72 REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT

- a. It was **RESOLVED** that Report 1783/AWP is **ADOPTED** as the Council's **Review of the Effectiveness of the Internal Audit 2009/10**

45. FINANCIAL REPORT

It was **RESOLVED: that the Income & Expenditure Report 1794/I&E be approved**, (Appendix 1).

46. SLCC NATIONAL CONFERENCE 15th to 17th OCTOBER

See report 1797/TC (Appendix 2)

It was **RESOLVED: that the Council should pay for the Town Clerk to attend the conference together with reimbursement of the rail fare.**

The meeting closed at 8.02pm



Leigh-on-Sea Town Council

67 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
leighcouncil@btconnect.com www.essexinfo.net/leigh-on-sea

Chairman: Cllr Pat Holden
 Vice Chairman: Cllr Carole Mulroney
 Town Clerk: Paul Beckerson



Report 1794/I&E

Income and Expenditure 25th August to 30th September 2010

Cheque	Expenditure	Payee	Purpose	Statute
100275	£30.00	Norman Hood	MIDAS Training	(In all cases, LGA means Local Government Act and s is for section)
100276	£99.70	Viking	Stationery	Transport Act 1985 s106a
100277	£141.00	Callidus Computer Centre Ltd	Drum Unit for Printer	LGA 1972 s111
100278	£61.69	Rayleigh Mower Service	Hedge Trimmer Serviced	LGA 1972 s111
100279	£39.95	SBC	Minibus Hire	Small holdings and Allotments Act 1908 s26
100280	£96.78	Mayfield Cleaning Ltd	Bus Shelters Cleaning	Transport Act 1985 s19
100281	£16.50	B Allan-Smith	Allotments - Petrol	Local Govt Misc Provs Act 1953
100282	£58.50	Henry Abbot	Skate Park Cleaning	Small holdings and Allotments Act 1908 s26
100283	£84.59	Neopost	Ink Cartridge	Public Health Act 1875 s164
100284	£147.58	Mayfield Cleaning Ltd	Office Cleaning	LGA 1972 s111
100285	£123.33	BT	Internet Service	LGA 1972 s111
100286	£1,678.78	Essex Pension Fund	Pension Contributions - August	LGA 1972 s111
100287	£1,913.59	HMRC	Tax & NI - August	LGA 1972 s111
100288	£352.50	Edge Designs	Annual Licence Renewal	LGA 1972 s111
100289	£59.67	B Allan-Smith	Allotments – various minor items	Small holdings and Allotments Act 1908 s26
100290	£8.44	Electronic Office Automation Ltd	Photocopying	LGA 1972 s111
100291	£152.75	Cable Test Ltd	Xmas Lights Storage	LGA 1972 s145
100292	£22.79	Acumen Wages Services	Payroll Processing – August salaries	LGA 1972 s111
100293	£96.78	Mayfield Cleaning Ltd	Bus Shelters cleaning	Local Govt Misc Provs Act 1953
100294	£374.00	SBC	Rates for Sept	LGA 1972 s111
100295	£50.00	Essex Marching Corps	Xmas Lights Entertainment	LGA 1972 s145. s97
100296	£352.50	BT	Red Phone Box	Telecommunications Act 1984
100297	£600.00	LODS	Community Transport - tickets	Transport Act 1985 s19
100298	£293.75	Mc Donald Highways	Skate Park - Ducting to Pillar	Public Health Act 1875 s164
100299	£111.15	Southend Adult	Farmers Market - Hall Hire	LGA 1972 s144

Appendix 1 – Council Minutes 16th October 2010

		Community College		
100300	£621.58	TMS Ltd	Signage Old Leigh Regatta	LGA 1972 s145
100301-305	£5,107.93	Employees	Salaries for Sept 2010	LGA 1972 s111
100306	£2,625.00	SBC	Rent Elm Road Quarterly Rent	LGA 1972 s111
100307	£70.00	SBC	Annual Events Licence	
100308	£22.79	Acumen Wages Services	Payroll Processing – Sept Salaries	LGA 1972 s111
100309	£147.58	Mayfield Cleaning Ltd	Office Cleaning	LGA 1972 s111
	Income			
	£743.00	Community Transport Members	Bookings	
	£359.00	Stall Holders	Farmers' Market x 2	
	£15.00	Allotments Holders	Keys	
	£10.00	Body's Opticians	Xmas Lights Contribution	
	£521.00	MDAS	Balance of Allotment Rents	
	£101.00	Public	Proceeds from Allotment Open Day Raffle	
	£413.70	Public	Proceeds from Allotment Open Day	

36th National ConferenceVenue: [Radisson Blu Hotel](#), Durham

Dates: Friday 15th October - Sunday 17th October 2010

National Conference Programme	
Friday 15th	
1.45pm	Conference opening with Johnathan Bourne, Katherine Owen, John Whitney & Councillor Mac Williams JP
2.30pm	Opening Keynote Speaker on The Big Society
3.15pm	Getting your voice heard in Parliament - Naomi Kent & Daniel Wood - Parliamentary Outreach
4.00pm	Tea / Coffee with the exhibitors
4.30pm	National Legal Advisor OR National HR Advisor OR National Financial Advisor
5.20pm	National Legal Advisor OR National HR Advisor OR National Financial Advisor
6.00pm	CLOSE
7.15pm	Drinks Reception
8.00pm	Dinner - President's Evening
Saturday 16th	
9.15am	The "S" Word - Dave Algeo provides an engaging and interactive look at stress OR First Advisors' Surgery
10.00am	Keynote Presentation - Rt Hon Michael Portillo
11.00am	Tea / Coffee with the exhibitors
11.30am	Sector sessions - Larger, Medium & Smaller with sector 'Champions' or Second Advisor's Surgery
12.30pm	The Durham Experience - Working in Partnership with local councils OR Social Media - Dave Briggs
1.15pm	Lunch with the exhibitors
2.15pm	A.G.M.
4.00pm	Tea / Coffee with the exhibitors
4.30pm	Personal Skills workshops on 'Effective Time Management' OR 'Team Performance' OR 'Decision Making' OR Third Advisor's Surgery
5.15pm	Personal Skills workshops REPEATED
6.00pm	CLOSE
7.15pm	Drinks Reception
8.00pm	New President's Dinner
Sunday 17th	
9.45am	How to be Brilliant - Motivational Speaker Michael Heppell
10.45am	Tea / Coffee with the exhibitors
11.15am	Keynote Speaker - Sir Stuart Etherington, Chief Executive, National Council for Voluntary Organisations
12.00 mid-day	Michael Chater, Chairman of NALC
12.15pm	Policy Dragons Den
1.00pm	Conference Closing followed by lunch

The 36th National Conference will take place this year in Durham from Friday 15th – Sunday 17th October, the Early bird offer is now open and runs until early September.

The conference cost is £340 for three days inclusive of accommodation, with an additional cost of £58.00 rail fare.

Council agreed that each conference would be evaluated as they arose depending on relevance to the needs of the Council.

The Town Clerk requests whether the Council would consider a contribution towards the cost of the conference.

7th October 2010