



Leigh-on-Sea Town Council

67 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
council@leighonseatowncouncil.gov.uk 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 9th MARCH 2011 AT THE COUNCIL OFFICES, 67 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Carole Mulroney (Vice-Chairman), Bill Abbott (from min.76), Margaret Cotgrove, Hilary Davison, Mike Dolby, Peter Dolby, Donald Fraser, Jerry Holden, Paul Lawrence, Caroline Parker (from min.77), Patsy Ryan and John Wren.

Also in attendance: Paul Beckerson (Town Clerk).

The meeting opened at 7.30pm

75. CHAIRMAN OF MEETING

The Vice-Chairman took the Chair in the absence of the Chairman.

76. VICE-CHAIRMAN'S OPENING REMARKS

The Vice-Chairman welcomed those present and reminded Councillors about the Annual Town Meeting on Friday 18th March and encouraged everyone to attend. Members were also reminded about the Census Training Evening on the 15th March.

The Vice-Chairman stated that it was important for members to keep visits and calls to the office to a minimum because the next few weeks were a very busy period.

77. DECLARATION OF MEMBERS' INTERESTS

There were none.

78. APOLOGIES FOR ABSENCE

Cllrs: Rita Cocks, Pat Holden and Jean Rowswell.

79. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the 9th February 2011 were agreed and signed by the Vice-Chairman.

80. QUESTIONS

Cllr Mike Dolby put a question to the Vice-Chairman.

"Does the Chairman agree with me that Terry Hatton should be thanked for providing Past Chairman's medals and the name strips for the Chairman's badge of office over the duration of the Council's existence free of charge?"

The Vice-Chairman agreed that Terry Hatton had provided an excellent service to the Council and the Council should express its gratitude to him for his past services. It was agreed that a letter of thanks should be sent from the Town Council signed by the Chairman.

81. COMMITTEES

- a) Planning Committee – The minutes of the meetings held on the 8th and 22nd February 2011 were noted.

Cllr Peter Dolby questioned the procedure for householder appeals, the Chairman clarified that the Town Council's original objection would be passed by the Borough Council to the Secretary of State.

- b) Transport and Highways Committee – The minutes of the meeting of the 16th February 2011 were noted with the following corrections to the minutes. Minute 51 change Cllr Carole Mulroney for Cllr

Pat Holden. Minute 52a insert 'litter' before 'bins' and delete 'dog bins'. Minute 52b add 'Town Centre' to para. 3.

- c) Leisure, Foreshore & Environment Committee – The minutes of the meeting held on the 17th February 2011 were noted.

Cllr Hilary Davison expanded on min. 53e Good for Leigh Working Party meeting of the 17th February. There had been a photo shoot advertising the Spring Clean Week. The Chairman listed the people who were to receive the Good for Leigh Awards at the Annual Town Meeting (listed in Annual Town Meeting Minutes). The Chairman requested assistance delivering the Good for Leigh Spring Clean Leaflets to the shops. A suggestion was made that Terry Hatton should receive a Good for Leigh Award, this would be considered at the next LFE meeting.

- d) Allotments Committee – The minutes of the meeting held on the 23rd February 2011 were noted.

- e) Finance & General Purposes Committee – The minutes of the meeting held on the 1st March 2011 were noted.

The Chairman drew members' attention to min. 151 and Question 1 in appendix 1 (Future of Leigh Community Centre). The arrangements for the Annual Town Meeting were explained.

The Council considered the following **RECOMMENDATIONS:**

Minute 153: It was **RESOLVED that the calendar of meetings be changed to reflect the revised dates.**

Minute 155: It was **RESOLVED that up to £100 from the publicity budget be allocated to enable the replacement of the boards.**

Minute 156: It was **RESOLVED that up to £100 from the contingency budget be set aside for this purpose.**

Minute 158: It was **RESOLVED that the Town Clerk's Appraisal panel comprise the Council Chairman, Vice Chairman and the Chairman of the Personnel Sub-Committee.**

Minute 163: It was **RESOLVED that Auditing Solutions Ltd be appointed as the Town Council's Internal Auditor for a maximum fee of £925 per annum.**

Minute 164: It was **RESOLVED that Cllrs Pat Holden, Mike Dolby and Margaret Cotgrove be made bank signatories.**

82. FINANCIAL REPORT

It was **RESOLVED: that the Income & Expenditure Report 1851/I&E be approved,** (Appendix 1).

83. PROVISION OF POLL CARDS – ELECTIONS MAY 2011

Southend-on-Sea BC has asked if the Town Council wish poll cards printed for the Town Council Elections.

The Council **RESOLVED not to have poll cards.**

84. CONFIDENTIAL BUSINESS

The Council **RESOLVED** that, in view of the confidential nature of the business to be transacted, the public, including the press, be excluded from the meeting (SO.38)

85. STAFFING – CONFIRMATION OF THE APPOINTMENT OF THE EVENTS AND PLANNING OFFICER

The Council **RESOLVED to confirm the appointment of the Events and Planning Officer.**

The meeting closed at 8.10pm



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QUALITY
TOWN
COUNCIL

Income and Expenditure 27th January 2011 to 24th February 2011

Report 1851 /I&E

Cheque	Expenditure	Payee	Purpose	Statute
100472	£130.70	Viking Direct	Stationery	(In all cases, LGA means Local Government Act and s is for section) LGA 1972 s111
100473	£900.00	McDonald Highways	Disconnect & take down columns (£250). Storage Aug 2010 to Nov 2011 (£650)	LGA 1972 s144
100474	£24.99	Bob Allan-Smith	Diesel for van - £21.00 Batteries £3.99	Small Holdings & Allotments Act 1908 s26
100475	£249.55	Mayfield Cleaning	Office £98.83 Bus Shelters £150.72	LGA 1972 s111 & Local Govt Misc Provs Act 1973
100476	£2,509.70	Essex Pension Fund	Pension Contributions Dec	LGA 1972 s111
100477	£851.27	HM Revenue and Customs	NI and Tax - Dec	LGA 1972 s111
100478	£66.39	Cllr M Dolby	Ladder	LGA 1972 s111
100479	£336.00	Southend Theatres Ltd	Community Transport –Purchase of Tickets	Transport Act 1985 s19
100480	£15.61	Electronic Office Automation	Photocopying	LGA 1972 s111
100481	£283.46	DOTS	Delivery & Installation of new photocopier	LGA 1972 s111
100482	£150.00	SLCC CiLCA	Andy Exley CiLCA Registration	LGA 1972 s111
100483 - 488	£5,520.01	Salaries	Pay – Feb 11	LGA 1972 s111
D/Debit	£133.00	e-on	Electricity at Skate Park	LGA 1972 s144
Income				
	£284.00	Community Transport Members	Theatre Bookings	
	£10.00	Bodies Opticians	Xmas Lights - Contribution	
	£56.00	Plot Holders	Allotments - Rents	
	£35.00	Plot Holders	Allotment - Keys	
	£2,608.50	SBC	Reimbursement of cost of sign for Leigh	
	£178.00	Essex & Suffolk water	Reimbursement of wrongly charged VAT	
	£3.00	FHCCP	Use of Room	