



# Leigh-on-Sea Town Council

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



QUALITY  
TOWN  
COUNCIL

MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT 8.00 PM ON TUESDAY 31<sup>st</sup> JANUARY 2012 AT THE COUNCIL OFFICES, 67 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs Jerry Holden (Chairman), Alex Coulson, Donald Fraser, Richard Herbert, Pat Holden, Paul Lawrence, Carole Mulrone and Patsy Ryan

Also in attendance: Paul Beckerson (Town Clerk)

***The meeting opened at 8.01pm***

131. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed members to the meeting and thanked members of the Personnel Sub-Committee for all the hard work processing the job applications. He also thanked members of the Community Centre WP for their input into the project.

132. APOLOGIES FOR ABSENCE

Cllr Caroline Parker

133. DECLARATION OF MEMBERS' INTERESTS

None

134. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 3<sup>rd</sup> January 2012 were approved and signed as a correct record.

## GENERAL PURPOSES

135. LICENSING SUB-COMMITTEE 9<sup>th</sup> January 2012 (Appendix 1 to the agenda)

The minutes were **noted**

136. PERSONNEL SUB-COMMITTEE 10<sup>th</sup> January 2012 (Appendix 2 to the agenda)

In regard to Min 40 the Chairman reported that David Elcock had found a suitable candidate, but they may be relocating.

The minutes were **noted**

137. GENERAL PURPOSES BUDGET – General Purposes Budget Report 2005/GP 26<sup>th</sup> January 2012 (Appendix 3 to the agenda)

The entry of £181.36 under donations to the Thursday Club will be transferred to LFE as it was the collection from Carols on Strand Wharf. The cost of the coming By-Election was discussed as this was not budgeted for and could be in the region of £6000 plus. There was a provision in

the 2012/13 budget of £5000 towards the elections in 2015 and an earmarked reserve of £5000 in the current financial year. The cost of the By-Election could be drawn down from this budget but it would be necessary to replace this when budgeting in the two remaining financial years 2013/14 and 2014/15.

The report was **noted**.

## **FINANCE**

### 138. REFERENCES FROM OTHER COMMITTEES

There were **none**.

### 139. APPOINTMENT OF LICENSING SUB-COMMITTEE MEMBER

Cllr Alex Coulson was elected.

### 140. OFFICE AND COMMITTEE BUDGETS

- Office Budget Report 2007/FGP 26<sup>th</sup> January 2012 (Appendix 4 to the agenda)

Members noted that the increase in photocopying costs was outweighed by savings in the stationary budget and that the new photocopier had produced considerable labour savings.

The report was **noted**.

- Committee Income and Expenditure Report 2006/FGP 26<sup>th</sup> January 2012 (Appendix 5 to the agenda)

Members **noted** the report

### 141. INCOME AND EXPENDITURE – Report 2004/I&E (Appendix 6 to the agenda)

The Committee **noted** the report.

### 142. BANK ACCOUNT BALANCES as at 26<sup>th</sup> January 2012

HSBC BMM A/c	£ 184,045.58
HSBC Current A/c	£ 10,112.28
HSBC Payroll A/c	£ 8,936.88
HSBC Imprest A/c	£ 500.00

**Noted**

***The meeting closed at 8.38pm***