



Leigh-on-Sea Town Council

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Chairman: Cllr Pat Holden
Vice Chairman: Cllr Carole Mulroney
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 6th MARCH 2012 AT THE COUNCIL OFFICES, 67 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs Jerry Holden (Chairman), Donald Fraser, Richard Herbert, Pat Holden, Paul Lawrence and Carole Mulroney

Also in attendance: Paul Beckerson (Town Clerk)

The meeting opened at 8.01pm

143. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed members to the meeting.

144. APOLOGIES FOR ABSENCE

Cllrs Caroline Parker and Patsy Ryan

145. DECLARATION OF MEMBERS' INTERESTS

None

146. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 31st January 2012 were approved and signed as a correct record.

GENERAL PURPOSES

147. PERSONNEL SUB-COMMITTEE 7th February 2012 (Appendix 1 to the agenda)

It was **agreed** to refer the outcome of minute 52 to Leisure, Foreshore and Environment due to the cost implications.

The minutes were **noted**

148. PERSONNEL SUB-COMMITTEE 14th February 2012 (Appendix 2 to the agenda)

The committee wished to express its thanks to all who took part in the selection process and to the Town Clerk for dealing with in excess of five hundred email replies.

The minutes were **noted**

149. PERSONNEL SUB-COMMITTEE 24th February 2012 (Appendix 3 to the agenda)

The minutes were **noted**

150. STRATEGY & TOWN PLAN SUB-COMMITTEE 22nd February 2012 (Appendix 4 to the agenda)

The minutes were **noted**. There were two recommendations:

- The Sub-Committee **RECOMMENDED** that the business plan be adopted as a basis for continued discussions with Southend Borough Council.

The recommendation was **RECOMMENDED** to Council for adoption

- **That, subject to a satisfactory assessment of the financial implications, the Town Council's preferred option is to undertake the management of the Community Centre building and services.**

The resolution was **RECOMMENDED** to Council for adoption

151. STRATEGY & TOWN PLAN SUB-COMMITTEE 1st March 2012 (Appendix 5 to the agenda)

Members discussed min 52 (Consultation Questionnaire – Leigh Community Centre) and made amendments to the confidential appendix. The revised questionnaire is attached as confidential Appendix 1 to the minutes.

The questionnaire as revised was **RECOMMENDED** to Council for adoption

152. GENERAL PURPOSES BUDGET – General Purposes Budget Report 2018/GP 28th February 2012 (Appendix 6 to the agenda)

Members noted that the election 2011 cost of £5654.47 had now been paid.

The report was **noted**.

FINANCE

153. REFERENCES FROM OTHER COMMITTEES

There were **none**.

154. RATIFICATION OF EXPENDITURE ON OFFICE ROOF REPAIR

The committee **RESOLVED** to ratify the £820 expenditure.

155. OFFICE AND COMMITTEE BUDGETS

- Office Budget Report 2019/FGP 28th February 2012 (Appendix 7 to the agenda)

The Chairman drew members attention to the £5642.24 for the external redecoration of the office had in fact come out of reserves and that the balance figure of £1748.39 did not reflect this.

The report was **noted**.

- Committee Income and Expenditure Report 2020/FGP 28th February 2012 (Appendix 8 to the agenda)

Members were advised that the yearly outturn was likely to be as predicted and reserves would stand at around £65,000.

A member raised the question of an ex-gratia payment to staff for the extra work incurred while the Council was short staffed.

MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

RESOLVED: That in view of the confidential nature of the business to be transacted the public and press be temporarily excluded and they were instructed to withdraw (SO.1(c)) - (staffing)

After a brief discussion it was **RESOLVED** to refer this to a meeting of the Personnel Sub-Committee as this fell within their remit.

Members **noted** the report

156. INCOME AND EXPENDITURE – Report 2016/I&E (Appendix 9 to the agenda)

The Committee **noted** the report.

157. BANK ACCOUNT BALANCES as at 28th February 2012

HSBC BMM A/c	£ 164,045.58
HSBC Current A/c	£ 19,051.42
HSBC Payroll A/c	£ 4,027.14
HSBC Imprest A/c	£ 500.00

Noted

The meeting closed at 9.05pm