



Leigh-on-Sea Town Council

67 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
council@leighonseatowncouncil.gov.uk www.leighonseatowncouncil.gov.uk



QUALITY
TOWN
COUNCIL

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

MINUTES OF THE MEETING OF THE LEISURE, FORESHORE & ENVIRONMENT COMMITTEE
HELD AT 8.00PM ON THURSDAY 19th APRIL 2012 AT THE COUNCIL OFFICE, 67 ELM ROAD,
LEIGH-ON-SEA

Present Cllrs: Carole Mulroney (Chairman), Geoff Crawford, Donald Fraser, Paul Lawrence and David Stanley

In attendance: Cllr Caroline Parker, Paul Beckerson (Town Clerk)

The meeting opened at 8.07pm

75. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed those present to the meeting.

76. APOLOGIES FOR ABSENCE

Cllrs Mark Bromfield, Alex Coulson, Richard Herbert, Pat Holden, Patsy Ryan and David Stanley

77. DECLARATIONS OF MEMBERS' INTEREST

None

78. MINUTES OF THE MEETING HELD ON 15th March 2012

The minutes of 15th March 2012 were agreed and signed by the Chairman

79. COMMUNITY TRANSPORT SUB-COMMITTEE MINUTES 10th April 2012 (Appendix 1 to the Agenda)

Cllr Donald Fraser reported the minutes. It was intended to hold a further meeting in four weeks time, to consider future events. The minutes were **noted**.

80. ITEMS FOR DISCUSSION

a) Skate Park - update

No start date had yet been notified.

b) Easter Event – REPORT 2036/EEWP (Appendix 1)

Cllr Caroline Parker presented the report and thanked all for their participation. The Committee **noted** the report.

c) Jubilee Event – Update

Matters relating to entertainment were being investigated and clearance by English Heritage for use of the church tower was awaited.

d) Spring Clean – Update

The event was a success with some good press coverage although no mention had been made of the cemetery clean up.

e) May Day Event – Preparations

The May Day Event preparations were in hand. It was agreed the Paul Gilson's book signing of 'Sole Searching' in the Leigh Heritage Centre would be added to the programme for the day.

f) Hanging Baskets – Quotations for 2012

All the quotations had now been received and it was **RESOLVED** to accept the lower price offered by Southend BC of £4500, which excluded the 22 baskets in Glendale Gardens. The order to proceed would be delegated to the Town Clerk in consultation with the Chairman.

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

That in view of the confidential nature of the business to be transacted the public and press be temporarily excluded from the business of the meeting (Contractual)

Start of Confidential Business

82. PROPERTIES IN A STATE OF BAD REPAIR

The possibility of writing to the owner was discussed. It was agreed to get advice on the issue to ensure such action was appropriate.

83. STRAND WHARF PAVING COSTS

No costings had yet been received and the item was deferred to the next meeting.

End of Confidential Business

84. BUDGETS 2011/12 – Report 2034/LFE 4th April 2012 (Appendix 2 to the agenda)

The report was **noted**

The meeting closed at 8.52pm



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EASTER EVENT WORKING PARTY 18 APRIL 2012

Report 2036/EEWP

Present: Cllrs Caroline Parker (Convenor), Pat Holden, Paul Lawrence and John Wren

In Attendance: Vanda Moyses (Office Administrator)

The meeting opened at 7.30pm

01 APOLOGIES

Cllrs Donald Fraser, Carole Mulroney

02 DECLARATIONS OF MEMBERS' INTERESTS

There were none.

03 EVENT REPORT (***not discussed at meeting but statement of facts for reference***)

The event took place as previous years, with a mixture of free entertainment for children, refreshments, stalls selling items and two fairground type stalls. There was also an Easter Bonnet Parade which was judged by invited guests, the Mayor of Southend and his wife, David Amess MP, the Youth Mayor and Deputy Youth Mayor of Southend. The event was opened by a Town Crier who also assisted with the Easter Bonnet Parade and made announcements throughout the day. The event started at 1pm and finished at 4pm.

An estimated 1000-1500 people attended. Down on last year due to the weather.

Easter Bonnet Parade had 25 entrants.

A total of 24 stalls were allocated as below. Those shaded grey were not charged for their stall as their services were either paid for by LTC or were a charity. All remaining stalls were charged £20.

01 St John Ambulance	13 J Connor – Photo cards
02 Leigh Lions BBQ	14 Pinkworks – Fabric Toys
03 D Elcock Egg Hunt	15 Buttercup Club – children's activities
04 Ice Cream Van	16 Forever Living Products – natural beauty products
05 Punch & Judy	17 C Twinn Fishing game
06 Jolly Good Time Toys	18 Stacey's Gems - Jewellery
07 J Whalley – Shooting /test strength	19 CP Lions Pig Racing
08 Caza party – entertainer	20 Bouncy Castles
09 Trulie Scrumptious Cakes	21 Giant games – Jenga and Connect 4
10 Candy floss/Sweets	22 Face Painting
11 Cara's Books	23 Cory Environmental
12 A Pittard Hats, gloves & scarves	24 LTC Community Centre

Of these Stall 12 cancelled prior to the event and 13 and 16 did not show up on the day.

Full details were gathered from stall holders including email, mobile and address details and PLI, CRB and Food Hygiene certificates and filed and added to the central database for future reference.

All stall holders were contacted prior to the event and given an arrival time, a map showing their stall position and contact details to get in touch with LTC,

Donations of eggs for the Egg Hunt and prizes were received as follows:

1st Prize - Adventure Island Wristband for day
2nd Prize - Large egg from Waitrose 1 large Cadbury Easter Egg with mini creme eggs
3rd Prize - Morrisons Large Ceramic mug and Mini eggs
Waitrose eggs x 432 creme eggs
Tesco eggs x 18 creme eggs
Co-op eggs x 20 caramel eggs

04 EVENT DE-BRIEF

Ideas and considerations for next year based on experiences from this year:

1. To confirm a space all stall holders to pay in advance – normal practice for events. This encourages attendance.
2. Have a wait list of stalls in the event of cancellation during the week previous to the event.
3. Stress to stall holders to come with tables, chairs and prepared for wet weather.
4. Use Guides, Brownies, Cubs and Beavers to help man fairground type stalls. Approach churches and Regatta to help with these too. Money to charity from these stalls.
5. More stalls from Leigh – FHCCP for plant stalls.
6. More trolleys to avoid cars entering the park – improved on last year but could be improved further.
7. Two gazebos rather than one to accommodate more people in wet weather.
8. Check all power connections at least 30 minutes prior to requirement.
9. LTC to take their own extra long extension cable.
10. Position the programme at higher level at main Library Gate and also position one on the central gazebo.
11. Increase circulation of poster advertising the event – nurseries, dance schools and more in shops around Leigh Road, Old Leigh and Belfairs area.
12. Plan press coverage prior and after event and add to website pre and post event.
13. New bunting.
14. Rethink layout of stalls to avoid congestion points.
15. Alternate requests for donations among wider business community- Offer mentions on LTC website etc.
16. Note down the names of the winners of the Easter Bonnet Parade – add names to appropriate thank you letters to prize donors. ***(This was not brought up at the meeting but came up after the meeting.)***

05 BUDGET

The budget allocated was £800. The event finished £294.00 in credit.

The meeting closed at 8.00pm