



Leigh-on-Sea Town Council

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



MINUTES OF A MEETING OF THE STRATEGY & TOWN PLAN SUB-COMMITTEE HELD ON THURSDAY 8th DECEMBER 2011 AT THE COUNCIL OFFICES, 67 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Richard Herbert (Chairman), Jerry Holden, Pat Holden and Carole Mulronee

In Attendance: Cllr Paul Lawrence and Paul Beckerson (Town Clerk)

The meeting opened at 7.34pm

10. APOLOGIES FOR ABSENCE

Cllrs Caroline Parker, Patsy Ryan and David Stanley

11. DECLARATION OF MEMBERS' INTERESTS

None

12. MINUTES OF THE 10th NOVEMBER 2011

The minutes of the 10th November 2011 were agreed and signed by the Chairman.

13. CORE STRATEGY

This had been agreed by F&GPC and would go to Council on the 14th December 2011.

14. COMMUNITY CENTRE

- a) Terms of Reference – The Draft Terms of Reference were discussed and with some amendments were **agreed**. (Appendix 1)
- b) Membership of Working Party – The following were nominated Cllrs Mark Bromfield, Richard Herbert, Jerry Holden, Pat Holden, Paul Lawrence, Carole Mulronee, Caroline Parker, Patsy Ryan and David Stanley with John Gayner. Other Councillors would be asked if they wished to be involved.
- c) Date of first meeting – 5th January 2012 at 7.30pm
- d) North Street School – Request for support in their endeavours to provide a dual use (School/Community Building). The Sub-Committee **agreed** that a letter of support in principle should be sent.

15. CONSULTATION STRATEGY

It was **agreed** that the priority was the Community Centre and that the Town Plan and Neighbourhood consultations should be pursued later in 2012.

Whilst it originally had been suggested that an insert in the Town Guide might be a way of distributing a questionnaire, members considered that an advert in the Leigh Times would be more cost effective.

The sample questions contained in Appendix 2 to the agenda relating to the Community Centre would be circulated to all Councillors for additions or alterations, the results being considered by the Working Party at its first meeting.

It was also **agreed** that the closure of the front desk at Leigh Police Station should be part of the questionnaire.

RECOMMENDATION: Finance and General Purposes Committee be asked if they would delegate the content and arrangements for the advert to the Community Centre Working Party.

The meeting closed at 9.00pm

COMMUNITY CENTRE WORKING PARTY (TERMS OF REFERENCE)

- 1) To enter into discussions with Southend Borough Council and others on behalf of Leigh Town Council concerning the management of the Community Centre / Hub ensuring best value for the residents of Leigh-on-Sea.
- 2) To appoint members from inside or outside the council to the working party as required.
- 3) To report to Leigh Town Council and, on the conclusion of the discussions and to make recommendations to Leigh Town Council on options for the future management of the Centre.
- 4) Once Council has agreed the preferred option, then if required:
 - a. To identify potential users of the Community Centre / Hub, to consult on usage and usage levels.
 - b. To devise a practical plan to allocate and action activities and tasks that become apparent from the above, with a timeframe that is aggressive but doable in nature.
 - c. To prepare a business plan taking into account that this is a new venture, with many variables, but a venture that can be expressed in terms of the financials.
 - d. To oversee and make recommendations to the council with regard to the on going management of the community centre.