



# Leigh-on-Sea Town Council

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Chairman: Cllr Carole Mulroney  
Vice Chairman: Cllr Caroline Parker  
Town Clerk: Paul Beckerson



## MINUTES OF A MEETING OF THE LEIGH-ON-SEA TOWN COUNCIL HELD AT 7.30PM ON WEDNESDAY 13th MARCH 2013 AT THE LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Carole Mulroney (Chairman), Mark Bromfield, Margaret Cotgrove, Donald Fraser, Richard Herbert, Jerry Holden, Paul Lawrence, Caroline Parker and Cliff Passmore, David Stanley and John Wren.

Also in attendance: Paul Beckerson (Town Clerk),  
Prior to the meeting prayers were read by Major John Carmichael.

### ***The meeting opened at 7.30pm***

#### 105. OPENING REMARKS

The Chairman welcomed members to the meeting. The Chairman had attended a Southend Day at the House of Commons. Forthcoming events included the Farmers' Market on Friday and the Easter Event in the Library Gardens on Saturday 30<sup>th</sup> March.

Southend BC were undertaking a further consultation on the future of the Library Service in Leigh. The Chairman requested volunteers to look at the report and report to F&GPC, Cllrs Mark Bromfield, Donald Fraser, Richard Herbert, Carole Mulroney and David Stanley volunteered.

The Vice Chairman had taken part in a sleep rough night together with Cllrs Mark Bromfield and David Stanley in support of the homeless.

#### 106. DECLARATION OF MEMBERS' INTERESTS

There were none

#### 107. APOLOGIES FOR ABSENCE

Cllrs: Alex Coulson, Syrie Cox, Geoff Crawford, Pat Holden and Patsy Ryan

#### 108. PUBLIC QUESTIONS

There were none

#### 109. QUESTIONS FROM COUNCILLORS

There were none

#### 110. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of 13<sup>th</sup> February 2013 were agreed and signed by the Chairman.

#### 111. COMMITTEES

- a) Planning Committee – The minutes of the meetings held on the 12<sup>th</sup> and 26<sup>th</sup> February 2013 were **noted**. Cllr Donald Fraser elaborated on minute 87(a) Leigh Tennis Club and the reasons for the objection.
- b) Leigh Community Centre Committee – The minutes of the meeting held on the 19<sup>th</sup> February 2013 were **noted**.
- c) Leisure, Foreshore and Environment Committee – The minutes of the meeting held on 21<sup>st</sup> February 2013 were **noted**.

The recommendation contained in Minute 57f was deferred until after the recommendation contained in F&GPC Minute 167 had been discussed.

- d) Finance & General Purposes Committee – The minutes of the meeting held on the 5<sup>th</sup> March 2013 were **noted** with the exception of Minute 167, 169, 170, 173.

Council considered the following recommendations

Minute 167 - REVIEW OF S&TPSC TERMS OF REFERENCE

Council **RESOLVED** to approve the revised terms of reference:

**TR10A STRATEGY & TOWN PLAN SUB-COMMITTEE (S&TPSC) (7 MEMBERS)**

The Terms of Reference of S&TPSC are as follows:

1. To deal with the following under delegated powers;
  - To formulate in consultation with all Councillors the strategic objectives for the Council (the “Council Strategy”) and to make recommendations to F&GPC and Council.
  - To implement a framework for the delivery of the Council Strategy which includes:
    - Inaugurate targeted working parties and groups
    - Progress an initial review of council priorities
    - Carry out consultations with residents, Southend Council and others
    - Evaluate feedback from consultations
  - To formulate the Town Plan for Council adoption.
2. To determine and evaluate opportunities for Council activity and make recommendations to F&GPC and Council.
3. To consider correspondence relevant to its terms of reference

The Council considered the second recommendation in minute 169:

**That an evaluation of all existing and proposed activities and programmes over £5,000 in value be submitted to S&TPSC, after informal discussions if required, and recommendations then be made to F&GPC accordingly.**

An amendment was proposed by Cllr Jerry Holden, seconded by Cllr Carole Mulroney to amend the wording as follows:

After ‘an’ and before ‘proposed’ change to ‘review of existing and evaluation of’ **AGREED**

A further amendment was proposed by Cllr Jerry Holden and seconded by Cllr Richard Herbert to add the word ‘annual’ before ‘review’ **AGREED**

The Council **RESOLVED** to adopt the revised recommendation:

**That an annual review of existing, and evaluation of proposed, activities and programmes over £5,000 in value be submitted to S&TPSC, after informal discussions, if required, and recommendations then be made to F&GPC accordingly.**

Minute 169 – RISK MANAGEMENT STRATEGY

The Council **RESOLVED** to adopt the Risk Management Strategy attached as Appendix A to the Council agenda.

Minute 170 – PROVISION OF ADDITIONAL FUNDS TO THE CIVIC BUDGET

A proposal was put to provide an additional £200 under the General Purposes 'Civic Budget' to enable the purchase of similar items in future and that this amount be vired from the 'Publicity Budget'

The Council **RESOLVED** to accept the recommendation.

Minute 173 – CREATION OF EARMARKED RESERVE TO CARRY UNSPENT MONEYS IN THE LCC BUDGET FORWARD TO 2013/14

That any unspent monies from the LCC overall Committee Budgets from 2012/13 be carried forward in a new earmarked reserve to 2013/14 to be spent on previously agreed goods and equipment for LCC rather than being returned to General Reserves.

The Council **RESOLVED** to approve the recommendation.

112. FINANCIAL REPORT

**RESOLVED** that the Income and Expenditure Report 2172/I&E be approved – (Appendix 1 to the agenda)

113. LEISURE, FORESHORE & ENVIRONMENT Minute 57(f)

The Committee **RECOMMENDED** to Council that the project be proceeded with and that Richard Longstaff be instructed to prepare plans for approval by Southend BC as landlord and the planning authority.

As the Council had now agreed to implement a review process for all existing projects it was felt this test should be applied to Strand Wharf. Members debated the mechanics of how this should be carried out, the main point being that a review would not be possible without the information.

Council **RESOLVED** to delegate to LF&E the engagement of the Architect to prepare plans and provide information in order to enable a review of the project including any on-going maintenance costs.

Proposed by Cllr Carole Mulroney, seconded Cllr Jerry Holden

114. TO FILL VACANCIES ON STANDING COMMITTEES

LF&E 2 vacancies there were no nominations so the places would remain vacant  
Allotments 1 vacancy – Cllr Donald Fraser was elected to replace Cllr Patsy Ryan  
LCC 1 vacancy – Cllr Cliff Passmore was elected to replace Cllr Patsy Ryan

***The meeting closed at 8.50pm***