



Leigh-on-Sea Town Council

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Chairman: Cllr Caroline Parker
Vice Chairman: Cllr Paul Lawrence
Town Clerk: Paul Beckerson



MINUTES OF A MEETING OF THE LEIGH COMMUNITY CENTRE COMMITTEE HELD AT 7.30PM ON WEDNESDAY 7th MAY 2014 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD. LEIGH-ON-SEA

Present Cllrs: Richard Herbert (Chairman), Syrie Cox, Donald Fraser, Pat Holden, Paul Lawrence, Carole Mulroney and Caroline Parker and David Stanley

In attendance: Paul Beckerson (Town Clerk), Ros Coffey (LCC Manager)

The meeting opened at 7.35pm

123. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed members to the meeting and informed the meeting that the negotiations on the lease would be with SBC Asset Manager Alan Richards.

124. APOLOGIES FOR ABSENCE

Cllrs Geoff Crawford and Jerry Holden, Jo Overfield (Elsie's Place)

125. MINUTES OF MEETING HELD ON 2nd APRIL 2014

The minutes of the meeting of 2nd April 2014 were agreed as a correct record and signed by the Chairman.

126. DECLARATION OF MEMBERS' INTERESTS

There were none

127. MEMBERSHIP OF COMMITTEE

The Committee **RECOMMENDED** to Council that the Community Centre Manager is appointed as a co-opted non-voting member of the committee under Standing Order TR1 (d)

128. USE OF EXTERNAL SPACE BY ELSIE'S PLACE

The LCC Manager outlined the proposals by Elsie's Place to have an area at the rear of the building for tables and chairs during the summer months. The Licence agreement would be amended accordingly to accommodate the additional area.

The Committee **RESOLVED** to agree the proposal.

129. COMMUNITY CENTRE MANAGER'S REPORT – Report 2354/RC (Appendix 1 to the agenda)

The LCC Manager took members through the report, highlighting certain aspects and answered questions relating to it. The Committee expressed its gratitude to the Manager for the excellent start she has made in the post.

130. FORMATION OF LCC DEVELOPMENT WORKING PARTY – Report 2354/RH (Appendix 2 to the agenda)

Members discussed the best way forward, which was to add these terms of reference to the Liaison WP's remit.

The Committee **RESOLVED** that the remit of the Liaison Working Party be extended to include the additional terms outlined in Report 2354/RH.

131. FAÇADE QUOTES (Confidential Appendix 1)

The Committee deferred this item until the end of the meeting.

132. BURSARY FUND APPLICATIONS

At its last meeting the Committee deferred the Leigh Regatta Committees request pending further information.

The Committee **RESOLVED** to agree that the organisation be awarded a 50% bursary for their meetings which would amount to approximately £200 for the year.

133. ELSIE'S PLACE FINANCIAL REPORT – Report 2355/PB (Appendix 3 to the agenda)

Members **noted** the report.

134. BUDGET REPORT – Report 2356/LCC – (Appendix 4 to the agenda)

The reports were **noted**.

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

That in view of the confidential nature of the business to be transacted in item 14 the public and press be temporarily excluded and they are instructed to withdraw (SO.1(c)) - (Contractual and Staffing)

Start of confidential business

136. FAÇADE QUOTES (Confidential Appendix 1)

The Committee considered the three tenders received and **RESOLVED** to award the contract to Contractor 3 in the sum of £12,423.00.

137. CHANGES TO STAFF CONTRACTED HOURS (Confidential Appendix 2)

Members debated the implications of the proposal and requested a full cost analysis.

The Committee **RESOLVED** to recommend the matter to F&GPC for consideration and that a cost analysis be produced to support the proposal

End of confidential business

The meeting closed at 9.37pm