



# Leigh-on-Sea Town Council

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Chairman: Cllr Richard Herbert  
Vice Chairman: Cllr Syrie Cox  
Town Clerk: Paul Beckerson



## MINUTES OF A MEETING OF THE LEIGH-ON-SEA TOWN COUNCIL HELD AT 7.30PM ON WEDNESDAY 11<sup>th</sup> MARCH 2015 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Richard Herbert (Chairman), Margaret Cotgrove, Syrie Cox, Donald Fraser, Pat Holden, Valerie Morgan, Carole Mulrone, Caroline Parker and Jane Ward

Also in attendance: Paul Beckerson (Town Clerk)

Prior to the meeting there was a talk and prayers which were led by Sam Monaghan of Dr. Barnados Children's Homes

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

#### 105. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed everybody to the last Council meeting of this administration. He thanked all the religious leaders who had presented talks on their work throughout the year which gave Councillors an insight into how they supported the community as well as Cllr Pat Holden for organising their attendance.

Certificates were presented to all Councillors in recognition of their contribution over the last four years. Members were reminded that the opening of Bonchurch Outdoor Gym was this Saturday at 11am with a small buffet afterwards at the Leigh Community Centre and that the Easter Event was taking place at the Leigh Community Centre on Saturday 28<sup>th</sup> March.

Special thanks went to Cllr Margaret Cotgrove for her twelve years of service to the Council as this was her last meeting before stepping down in May.

In their tenure of office the Vice Chairman and he have tried to improve the efficiency and culture of the Council in what has been a tremendous period of change with the opening of the Leigh Community Centre and other extended services. A complete restructuring of the committee system has taken place accompanied by a review and update of the Council's internal management and the Town Clerk is thanked for his hard work and expertise in implementing these changes.

#### 106. VACANCY IN ELMS WARD

Members **noted** the vacancy.

#### 107. DECLARATIONS OF INTEREST

***Cllr Carole Mulrone declared a non-pecuniary interest as a Southend Borough Councillor as SBC are the land owner of Strand Wharf***

#### 108. APOLOGIES FOR ABSENCE

Cllrs Geoff Crawford, Jerry Holden, Paul Lawrence, Patsy Ryan, David Stanley and John Wren

#### 109. PUBLIC QUESTIONS

There were none.

#### 110. QUESTIONS FROM COUNCILLORS

There were none.

#### 111. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of 11<sup>th</sup> February 2015 were agreed as a correct record and signed by the Chairman.

#### 112. COMMITTEES

a. Planning and Licensing Committee – The minutes of the meetings of 10<sup>th</sup> and 24<sup>th</sup> February 2015 were **noted**.

b. Environment & Leisure Committee – The minutes of the meeting of 19<sup>th</sup> February 2015 were **noted** with the exception of minute 77.

i. Minute 77 – Co-option of Mrs Patricia Greig to the Community Transport sub-Committee as a member's representative.

Council **RESOLVED** to agree the co-option.

c. Community Facilities Committee – The minutes of the meeting of 25<sup>th</sup> February 2015 were **noted**.

d. Policy & Resources Committee – The minutes of the meeting of 3<sup>rd</sup> March 2015 were **noted** with the exception of minutes 166, 167, 170, 171 and 175 (separate agenda item).

i. Minute 166 – Review of Corporate Governance and Internal Control Measures – appendix 1 to the P&R minutes

Council reviewed the recommended Control Measures in Appendix 1 and **RESOLVED** to agree them.

ii. Minute 167 – Review of Council Financial Risk Assessment – appendix 2 to the P&R minutes

Council **RESOLVED** to adopt the revised Financial Risk Assessment in Appendix 2

iii. Minute 170 – Policy and Resources Budget underspends.

Council **RESOLVED** to agree, that underspends in the following budgets become earmarked reserves:

Bursary Fund; Elections; Capital Projects Fund; Intern and Renewals

iv. Minute 171(a) – Environment & Leisure Committee – Minute 79 Strand Wharf Paving – Report 2481/PB

Council **RESOLVED** to agree the increase in the Strand Wharf Project Budget to a maximum of £47,656.98 to be funded from the Capital Projects Fund.

v. Minute 171(b) – Community Facilities committee – Minute 89 Creation of Earmarked Reserves

Council **RESOLVED** that the following underspends become earmarked reserves at the end of the financial year:

Skate Park Budget – Skate Park Maintenance; Leigh Community Centre Budget – Refurbishment Works and Equipment; Highways Budget – Bollard Painting and Street Sign Cleaning

- vi. Minute 175 – Income and Expenditure since the last meeting

Council **RESOLVED** to note the income and agree the expenditure set out in report 2486/I&E Appendix 2 to the agenda.

113. FINANCIAL REPORT – Report 2486/1&E

The item had been taken earlier in the agenda

***The meeting closed at 7.59pm***