



# Leigh-on-Sea Town Council

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Chairman: Cllr Richard Herbert  
Vice Chairman: Cllr Carole Mulrone  
Town Clerk: Paul Beckerson

## MINUTES OF THE MEETING OF THE ENVIRONMENT AND LEISURE COMMITTEE HELD AT 7.30PM ON TUESDAY 16<sup>TH</sup> FEBRUARY 2016 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Carole Mulrone (Chairman), Jill Adair, Patrick Fox, Richard Herbert, Valerie Morgan, Vivien Rosier (from minute 89) and Jane Ward

Also in attendance: Cllr Donald Fraser, Helen Robertson plus Helen Symmons (Acting Town Clerk) and two members of public representing Marshall Close Allotments Association (MCAA)

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

#### 79. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed members and reminded them that the first Farmers' Market of 2016 would held on Friday 19<sup>th</sup> February. The Office will check with regard to advertising on the local buses.

#### 80. APOLOGIES FOR ABSENCE

Cllrs Mark Bromfield and Fr. Clive Hillman

#### 81. DECLARATIONS OF MEMBERS' INTERESTS

***Cllr Adair declared a non-pecuniary interest as an allotment plot holder at Manchester Drive allotment site (Leigh side) and Cllr Fraser declared he had a non-pecuniary interest in the 90 for 90 Event being a resident the same age as the Queen.***

#### 82. TO APPROVE MINUTES OF THE MEETING ON 16<sup>TH</sup> DECEMBER 2015

The minutes of 16<sup>th</sup> December 2015 were **AGREED** as a correct record and signed by the Chairman.

#### 83. MINUTES OF COMMUNITY TRANSPORT TASK & FINISH GROUP MEETING 12<sup>TH</sup> JANUARY 2015

The Committee **NOTED** the minutes.

### EVENTS

#### 84. EVENTS PDG 1<sup>ST</sup> FEBRUARY 2016 – **Agenda Item 6**

The Committee noted the report and made the following resolutions:

The Committee **RESOLVED** to renew the Christmas Light Contract for a period of 3 years at £9150 per annum.

The Light Structure was discussed and an amended recommendation proposed:

Proposer: Cllr Herbert                      Seconded: Cllr Mulrone

That the word 'designed' be added before 'phased programme' and the words added after '2016/17' 'and in future years consider increasing the budget to £10,000'

The Committee **RESOLVED** the amended resolution

The Committee **RESOLVED** to replace the Broadway cross over light display with a coloured non-wording festoon and to introduce a designed phased programme of new lights with colour to compliment the existing motifs. The cost of this will be from Leigh Lights Capital renewals which has a budget of £5,000 for 2016/17 and in future years consider increasing the budget to £10,000.

The Committee **RESOLVED** that the Event Officer continue with research into an alternative Leigh Town Council Christmas Event.

## ALLOTMENTS

### 85. ALLOTMENTS PDG

The Committee **NOTED** the report.

***The Chairman closed the meeting*** to allow the 2 allotment representatives to introduce themselves to the Committee and speak further on their new Association.

***The Chairman re-opened the meeting***

### 86. BONFIRES ON ALLOTMENTS - Agenda Item 8

The report was discussed extensively.

***The Chairman closed the meeting*** to allow MCAA to speak on the subject.

***The Chairman re-opened the meeting***

The Committee **RESOLVED** that:

1. Bonfires on allotment sites are only permitted with the prior written consent of the Council or on approved bonfire dates set by Council and are subject to the following conditions:
  - a) Bonfires are allowed only for the burning of materials from the Allotment Gardens i.e. diseased plants and dried out organic matter that will burn without smoke or hazardous residue.
  - b) All fires must be attended at all times and not cause a nuisance to other plot holders or neighbouring properties.
  - c) All fires must be fully extinguished before leaving the site.
  - d) The Tenant shall not bring or allow to be brought onto the Allotment Site any materials for the purpose of burning such as waste.
  - e) All fires must be put out at dusk.
  - f) Smoke from a bonfire, which could be a nuisance to neighbours by interfering with the use and enjoyment of their garden or property, or could affect the comfort or quality of life of the public could result in action under the Environment Protection Act of 1990. Tenants who light a fire within 50ft (15.24m) of the centre of a highway may be guilty of an offence under the Highways Act 1980. The council reserves the right to prohibit bonfires on a specific plot and/or group of plots
2. For 2016/17 the dates bonfires (if absolutely necessary) have consent are:

16<sup>th</sup>/17<sup>th</sup> April (an alternative date may be approved if weather does not permit)

4<sup>th</sup> – 7<sup>th</sup> November (weather permitting)

3. That the Societies be asked at the next Allotments PDG to source educational information and guidance as to how to burn smokeless bonfires

***The MCAA representatives left the meeting***

<b>REFERRALS FROM OTHER COMMITTEES</b>
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87. CINDER PATH SHELTER – PAINTING WORK – **Agenda Item 9**

The Acting Town Clerk clarified the recommendation.

The Committee **RESOLVED** that £1850 be paid from the Community Initiative Budget for the painting works to the shelter.

<b>OTHER E &amp; L MATTERS</b>
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88. ENVIRONMENT & LEISURE BUDGET 2015/16

The Committee **NOTED** the financial information.

89. TO CONSIDER ANY UNDERSPENDS IN 2015/16 BUDGET THAT THE COMMITTEE WISH TO EARMARK AS A RESERVE – **Agenda Item 11**

***Cllr Rosier joined the meeting and was congratulated on becoming a Grandmother***

The Committee **RESOLVED** that all underspends at the end of the financial year over £500 (excluding staff costs) will be carried forward as earmarked reserves against the budget it relates to.

90. REQUEST FROM SOUTHEND BOROUGH COUNCIL TO REPLACE BUS SHELTER – BROADWAY (LEIGHTON AVENUE) – Eastbound – **Agenda Item 12**

Research into the matter prior to the meeting, led to the **RECOMMENDATION** that the relocated shelter be sited at the Rectory Grove westbound stop, near Hadleigh Road as this services four different bus routes.

The Committee **RESOLVED** to choose the recommended location. Southend Borough Council to be advised accordingly.

***The meeting closed at 8.12 pm***