



# Leigh-on-Sea Town Council

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

## MINUTES OF THE EXTRAORDINARY MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON WEDNESDAY 16<sup>TH</sup> DECEMBER 2015 AT THE LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present Cllrs: Jane Ward (Chairman), Mark Bromfield, Donald Fraser, Richard Herbert, Carole Mulroney and Ron Owen

In Attendance: Helen Symmons (Assistant Town Clerk), Paul Beckerson (Town Clerk), Mr & Mrs James (residents) and Phil Jones (Echo)

### ***The meeting opened at 7.00pm***

#### 59. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed members to the meeting.

#### 60. APOLOGIES FOR ABSENCE

Cllrs: Declan Mulroney and Caroline Parker

#### 61. DECLARATION OF MEMBERS' INTERESTS

***Cllr Carole Mulroney declared a non-pecuniary interest with regard to Agenda Item 8 as a Councillor for Southend Borough Council.***

#### 62. APPROVAL OF THE MINUTES OF THE MEETING OF 3<sup>RD</sup> NOVEMBER 2015

The minutes of the meeting of 3<sup>rd</sup> November 2015 were agreed as a correct record and signed by the Chairman

### **POLICY**

As members wished to discuss the item:

#### 63. MOTION TO EXCLUDE PUBLIC - The Public Bodies (Admission to Meeting) Act 1960

**RESOLVED** that in view of the confidential nature of the business to be transacted the public and press be excluded and instructed to withdraw – SO 3d & 24a – (staffing)

#### ***Start of Confidential business***

#### 64. PERSONNEL SUB-COMMITTEE MINUTES 4<sup>th</sup> DECEMBER 2015

The Committee **RESOLVED** to appoint the Assistant Clerk (SCP 23) Pro Rata as Deputy Town Clerk (SCP 38) Pro Rata from 16<sup>th</sup> December 2015 and act as Clerk during the course of the Clerk's medical treatment and that the hours be increased from 26 to 32 per week and this to be funded from Reserves. The authority, duties and responsibilities as Town Clerk and Responsible Finance Officer are vested in the acting Town Clerk.

#### ***Close of Confidential business***

<b>RESOURCES</b>
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65. STRAND WHARF TEMPORARY TRAFFIC REGULATION ORDER

At the discretion of the Chairman this item was brought forward in the meeting

The Committee **RATIFIED** the payment of £2,600 from the Strand Wharf and Capital Projects Budget

<b>POLICY</b>
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66. EXECUTION AND SEALING OF LEGAL DEEDS UNDER STANDING ORDER 27 (a)

The Committee **AUTHORISED** the use of the Common Seal on the Lease documents for Strand Wharf and the Leigh Community Centre.

67. MOTION RELATING TO ESSEX POLICING

**MOTION CARRIED**

- 1) to write an open letter to the Police expressing the concern of LTC at the reduction of policing in Leigh, including the importance of PCSO's to the area.
- 2) that LTC offer assistance in the recruitment of special constables through community engagement

***The meeting closed at 7.29pm***