



Leigh-on-Sea Town Council

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Chairman: Cllr Carole Mulroney
Vice Chairman: Cllr Helen Robertson
Town Clerk: Paul Beckerson

MINUTES OF A MEETING OF THE LEIGH-ON-SEA TOWN COUNCIL HELD AT 7.00PM ON TUESDAY 7th JUNE 2016 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Carole Mulroney (Chairman), Karen Bowden, Patrick Fox, Donald Fraser, Richard Herbert, Fr. Clive Hillman (from minute 40), Declan Mulroney, Ron Owen, Valerie Morgan, Caroline Parker (from minute 41), Helen Robertson (from minute 41) and Vivien Rosier

Also in attendance: Helen Symmons (Acting Town Clerk)

The meeting opened at 7.00 pm

32. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all to the meeting and clarified that as a short meeting, Councillors did not need to stand to speak.

33. APOLOGIES FOR ABSENCE

Cllrs: Mark Bromfield and Jane Ward

34. DECLARATION OF MEMBERS' INTERESTS

None declared.

35. APPROVAL OF MINUTES OF THE MEETING OF 17TH MAY 2016

The minutes of the meeting 17th May were agreed with an amendment to the Chairman's address prior to the meeting and signed by the Chairman as a true and accurate record.

36. PUBLIC REPRESENTATIONS

There were none.

ANNUAL RETURN FOR YEAR ENDED 31 MARCH 2016
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37. ANNUAL GOVERNANCE STATEMENT – **Agenda item 6**

The Chairman read Governance statement 1 as it had been noted that the phraseology had changed:

'The Council have put in place arrangement for effective financial management during the year and for the preparation of the accounting statements'

The Council **RESOLVED** this statement.

The Council **RESOLVED** the Annual Governance Statement and the Acting Town Clerk and Chairman signed the audit pack section 1 accordingly.

38. ANNUAL ACCOUNTS – **Agenda item 7**

The Council **RESOLVED** the Income and Expenditure Account, Balance Sheet and supporting notes to accounts.

39. ANNUAL RETURN – **Agenda Item 8**

The Council **RESOLVED** Section 2 Accounting Statements together with an explanation of variation of 15% and above and a statement of Income and Expenditure relating to Box 7 and 8 of the return. The Acting Town Clerk (as Responsible Finance Officer) and Chairman signed the audit pack section 2 accordingly.

COMMITTEES

40. COMMITTEE VACANCIES – **Agenda item 9**

- Environment & Leisure
Cllr Karen Bowden (nominated Cllr Herbert, seconded Cllr Owen)
- Policy & Resources
Cllr Declan Mulronee (nominated Cllr C Mulronee, seconded Cllr Morgan)

The Council **RESOLVED** both Committee appointments.

41. VACATION OF OFFICE BY FAILURE TO ATTEND MEETINGS

Under LGA 1972 s. 85, Cllr Hanman-Murphy ceases to be a member of the Council. A casual vacancy for Bonchurch Ward now exists. The Acting Town Clerk will advertise the vacancy accordingly.

The meeting closed at 7.09pm