



# Leigh-on-Sea Town Council

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

## MINUTES OF THE MEETING OF THE ENVIRONMENT AND LEISURE COMMITTEE HELD AT 7.30PM ON TUESDAY 21<sup>ST</sup> JUNE 2016 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Valerie Morgan (Chairman), Karen Bowden, Fr. Clive Hillman, Carole Mulroney, Caroline Parker (until minute 13), Helen Robertson and Vivien Rosier

Also in attendance: Cllrs Donald Fraser, Richard Herbert plus Helen Symmons (Acting Town Clerk) and three members of the public (until minute 13)

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

#### 3. CHAIRMAN'S OPENING REMARKS

The new Chairman welcomed members to her first meeting.

#### 4. APOLOGIES FOR ABSENCE

Cllr Patrick Fox

#### 5. DECLARATIONS OF MEMBERS' INTERESTS

***There were none***

#### 6. TO APPROVE MINUTES OF THE MEETING ON 19<sup>TH</sup> APRIL 2016 AND 17<sup>TH</sup> MAY 2016

The minutes of 19<sup>th</sup> April 2016 and 17<sup>th</sup> May 2016 were **AGREED** as a correct record and signed by the Chairman.

#### 7. MINUTES OF COMMUNITY TRANSPORT TASK & FINISH GROUP MEETING 19<sup>TH</sup> APRIL 2016

The Committee **NOTED** the minutes and Cllr Fraser reported on recent trips.

#### 8. PUBLIC REPRESENTATIONS

There were none.

### **EVENTS**

#### 9. EVENT REPORT

The Committee **NOTED** the report. A card of appreciation from the Committee will be sent to the CCA for making the 90 for 90 event so successful.

### **ALLOTMENTS**

#### 10. REVIEW OF ALLOTMENTS PDG FORMAT – **Agenda Item 8**

It was agreed that the format works well and the members of public from MDAS agreed. However the group is more a forum for discussion between the Council and Allotment Societies.

Following a proposal (Cllr. Fr. Hillman, seconded Cllr Mulroney), the Committee **RESOLVED** to call the group the Allotment Association Liaison Group (AALG).

11. ANNUAL SERVICE AGREEMENT REVIEW – **Agenda Item 9**

There are no issues with the Agreements from LTC but following a proposal (Cllr Mulroney, seconded Cllr. Fr. Hillman) the Committee **RESOLVED** to refer the Agreement to AALG for comment.

12. ALLOTMENT RENT REVIEW – **Agenda Item 10**

The recommendation to increase rents was discussed in detail and following a proposal (Cllr Fr. Hillman, seconded Cllr Parker) the Committee **RESOLVED** to increase the rents as per Appendix 3 from September 2017.

Following a proposal (Cllr Mulroney, seconded Cllr Bowden), the Committee **RESOLVED** to accept the recommendation regarding water rates, that no increase be made to the water rate charge for 2016/17.

<b>REFERRALS FROM OTHER COMMITTEES</b>
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13. ACTION PLAN PROFORMA

Suggestions for inclusion on the pro-forma were presented and discussed. It was agreed that input needs to come from members but there were reservations with regard to the format as the work of E&L is mainly cyclical without any major projects.

The Committee in light of the two major projects being considered by Council felt it appropriate to work with CFC and to highlight to P&R that the wording of the strategic aims could be simplified.

The Acting Town Clerk had completed an action plan earlier in the year for each Committee and Cllr Fr. Hillman and Cllr Rosier volunteered to use the section of this action plan relating to E&L but fit it into the new format required by P&R. This will be presented at the next meeting.

<b>OTHER E &amp; L MATTERS</b>
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14. ENVIRONMENT & LEISURE BUDGET 2016/17

The Committee **NOTED** the financial information.

15. OTCG REVIEW

Background to the formation of the group was provided and it was noted that attendance to the meetings was minimal despite being a forum for all residents, businesses and associated groups in the Old Town.

The Committee felt it appropriate to engage in consultation and an appropriate questionnaire will be distributed.

16. NEW BLUE DEAL WORKSHOP

The Committee **NOTED** the report.

***The meeting closed at 8.52 pm***