

Leigh-on-Sea Town Council



71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
council@leighonseatowncouncil.gov.uk www.leighonseatowncouncil.gov.uk

Chairman: Cllr Jane Ward
Vice Chairman: Cllr Valerie Morgan
Town Clerk: Helen Symmons

MINUTES OF A MEETING OF COMMUNITY FACILITIES COMMITTEE
HELD ON 1ST AUGUST 2017
AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Carole Mulrone (Chairman), Ron Owen (Vice Chairman), Donald Fraser, Jill Healey, Richard Herbert, Valerie Morgan and Declan Mulrone.

In attendance: Cllr Karen Bowden and Helen Symmons (Town Clerk)

MINUTES

The meeting opened 8.00pm

18. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all, made the appropriate housekeeping announcements and thanked members for the change of time to this meeting.

19. APOLOGIES FOR ABSENCE

Cllrs: Vivien Rosier and Jane Ward

20. DECLARATION OF MEMBERS' INTERESTS

Cllr Carole Mulrone declared a non-pecuniary interest in Agenda items that related to Leigh Town Council facilities where SBC are landlords in her capacity as a Southend Borough Councillor.

21. APPROVAL OF MINUTES OF THE MEETING OF 6TH JUNE 2017

The minutes of the meeting of 6th June 2017 were agreed and signed by the Chairman as a true and accurate record of the meeting.

22. PUBLIC REPRESENTATIONS

There were none

23. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

24. CFC ACTION PLAN – **Agenda item 7**

The Committee **RESOLVED** the revised plan with a view to refining it later in the year as it remained overly long and complicated.

COMMUNITY FACILITIES

25. LEISURE DEVELOPMENT SUB-COMMITTEE SKATE PARK – **Agenda item 8**

The Chairman of the Sub-Committee presented the minutes from the meeting held 31st July 2017 (Appendix 1) with the recommendation to CFC.

The Committee **RESOLVED** that the Town Clerk in consultation with the Chairman and Vice-Chairman of the CFC investigate the cost and legality of providing a concrete skate park floor in the area of the existing youth park as identified on the minutes and a subsequent community project to install obstacles as per the design permitted.

COMMUNITY CENTRE

26. ARTS GROUP

The Committee **NOTED** the report.

27. REPORT ON ADMINISTRATION

The Committee **NOTED** the report.

28. FACILITY MANAGER'S REPORT

The Committee **NOTED** the report.

29. LORNA AND LOTTIE'S REPORT

The Committee **NOTED** the report and were pleased with the progress.

FINANCIAL

30. COMMITTEE BUDGET REPORT

The Town Clerk provided an additional up to date verbal report and the Committee **NOTED** both reports.

31. SCHEME OF DELEGATION

The Committee **RESOLVED** the scheme under the overall delegation of the Town Clerk which would be **RECOMMENDED to P&R** within an amended Procurement & Implementation Protocol in due course.

CONFIDENTIAL

32. MOTION TO EXCLUDE PUBLIC – THE PUBLIC BODIES (Admission to Meetings) ACT 1960

The Committee **RESOLVED** that in view of the business to be transacted, the public and press be excluded and instructed to withdraw – SO3(d) – contractual.

33. RECOMMENDATION OF LCC SUB-COMMITTEE

The Chairman of LCC Sub-Committee presented the item and requested that thanks be recorded to the Events & Projects Officer who sourced the firms that attended the meetings.

Cllr Owen declared a non-pecuniary interest in that having attended the meetings, he discovered he was acquainted with one of the representatives that attended.

A full and frank discussion took place of the processes of the project but the Committee felt that the pre-project initial phase of a feasibility study seemed prudent prior to evolving the project with other Councillors and community.

The Committee **RESOLVED** to appoint Johnson & Gillies Ltd to undertake a LCC feasibility report at a cost of £5,700 + VAT from the earmarked reserve for this purpose and the budget amount set aside in Community Centre Professional fees.

Receipt of the report will be requested by 11th September and a LCC Sub-Committee meeting will take place thereafter to enable timely reporting and further recommendations to CFC 3rd October. All Councillors will be advised of the meeting date to enable attendance should they wish.

The meeting closed at 8.45 p.m.



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MINUTES OF THE MEETING OF THE LEISURE DEVELOPMENT SUB-COMMITTEE

HELD AT 7.30PM ON MONDAY 31ST JULY 2017

AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Ron Owen (Chairman), Valerie Morgan, Cllr Richard Herbert, Caroline Parker (from minute 4 until 8.35 p.m.), and co-opted members Peter Horrocks, David Watson and Steve Hodder (from minute 9.)

Also in attendance: Cllr Donald Fraser, Cllr Carole Mulrone, Helen Symmons (Town Clerk), Emily Dean (Events & Projects Officer) and Robert Steele

The meeting opened at 7.35 pm

1. CHAIRMAN'S OPENING REMARKS AND HOUSEKEEPING ANNOUNCEMENTS

The Chairman welcomed members and made the appropriate housekeeping announcements.

2. APOLOGIES FOR ABSENCE

Cllr Jane Ward and Cllr Jill Healey

3. DECLARATIONS OF MEMBERS' INTERESTS

Cllr Mulrone declared a non-pecuniary interest as a Cllr for Southend Borough Council who own the land.

4. APPROVAL OF MINUTES OF THE MEETING OF 6th FEBRUARY 2017

The minutes of the meeting of 6th February 2017 were **AGREED** and signed by the Chairman as a true and accurate record.

5. MINI BUS HIRE TO TOUR LOCAL STAKEPARKS

Due to limited interest, the Sub-Committee make alternative arrangements.

Events & Projects Officer will provide members with potential dates.

6. ANNUAL INSPECTION

The Sub-Committee **NOTED** this is booked for September.

7. SKATE PARK EXTENSION

The Sub-Committee **NOTED** that should the Council decide to extend the skate park on land to the west of the existing park, it is understood that any new area would be subject to planning permission but a lease is likely to be agreed in principle subject to statutory regulations being met.

8. MOTION TO EXCLUDE PUBLIC – THE PUBLIC BODIES (Admission to Meetings) ACT 1960

The Sub-Committee **RESOLVED** that in view of the confidential nature of the business to be transacted the public and press be excluded and instructed to withdraw (SOs 3(d) – contractual).

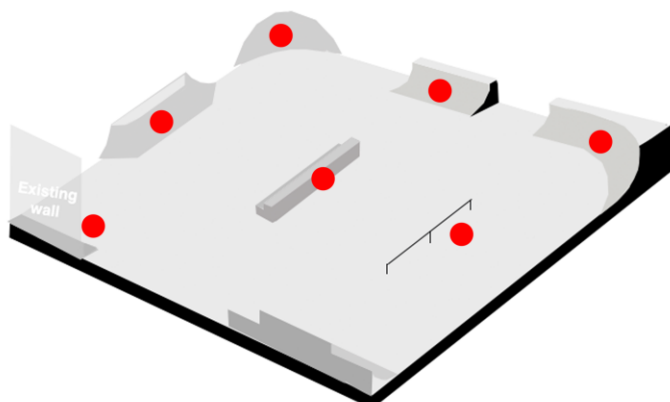
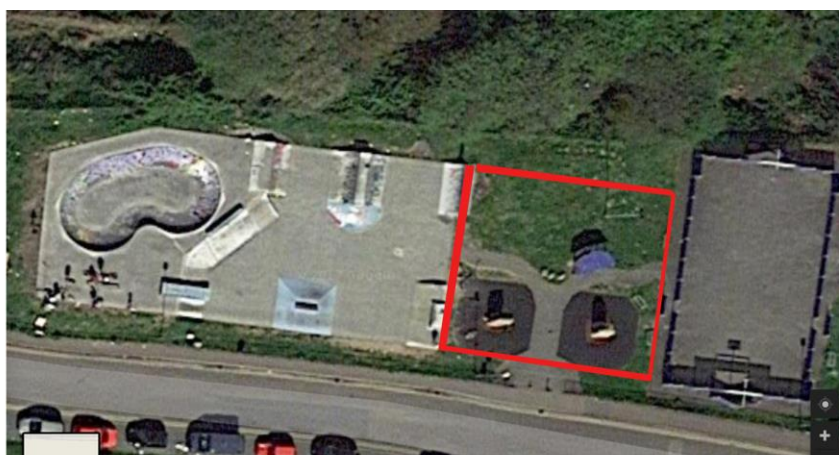
Start of confidential business

9. CONFIDENTIAL APPENDICES

Both reports were presented and fully discussed by the Sub-Committee.

Cllr Parker left the meeting

Following a proposal (Cllr Herbert, seconded by Cllr Morgan) the Sub-Committee **RESOLVED TO RECOMMEND TO CFC** that The Town Clerk in consultation with the Chairman and Vice-Chairman of the CFC investigate the cost and legality of providing a concrete skate park floor in the area of the existing youth park as per the map (image 1 below) and a subsequent community project to install obstacles as per the design submitted (image 2 below).



Close of confidential business.

The meeting closed at 8.40 p.m.