



Leigh-on-Sea Town Council

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

MINUTES OF A MEETING OF THE ENVIRONMENT AND LEISURE COMMITTEE
HELD AT 7.30PM ON TUESDAY 20TH FEBRUARY 2018
AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Valerie Morgan (Chairman), Anita Forde, Carole Mulroney, Caroline Parker
(until minute 17), Vivien Rosier, Jane Ward.

Also in attendance: Emily Dean (Events & Projects Officer).

The meeting opened at 7.30 pm

61. CHAIRMAN'S OPENING REMARKS AND HOUSEKEEPING ANNOUNCEMENTS

The Chairman welcomed members and made the appropriate housekeeping announcements.

62. APOLOGIES FOR ABSENCE

Cllrs: Jill Adair, Patrick Fox and Fr. Clive Hillman.

63. DECLARATIONS OF MEMBERS' INTERESTS

None.

64. TO APPROVE MINUTES OF THE MEETING ON 19TH DECEMBER 2017

The minutes of 19th December 2017 were **AGREED** as a correct record and signed by the Chairman.

65. PUBLIC REPRESENTATIONS

None.

66. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

67. ACTION PLAN

The Committee reviewed the action plan and **NOTED** the Town Clerk's suggested changes and this will now be presented to P&R Committee.

Signed by:

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Date:

EVENTS

68. E&L PDG EVENT REPORT BY EVENTS AND PROJECTS OFFICER

The Committee **NOTED** a correction to the report that Cllr. Forde was also in attendance at the PDG meeting.

The Committee **RESOLVED** to hold a Community Day at Bonchurch Park on Sunday 10th June (budget: £750 from Other Events Budget).

The Committee **RESOLVED** to hold a Youth Market at the Community Centre on Saturday 14th July (budget: £250 from Other Events Budget).

The Committee **RESOLVED** to continue with a Summer Season on Strand Wharf (budget £3,750). The events are planned as follows:

- Sunday 8th July: Craft and Cuisine
- Sunday 15th July: Kids Zone
- Sunday 22nd July: Mini Movement Events
- Sunday 29th July: Music-a-leigh

The Committee **RESOLVED** to organise a joint event with RSPB on Sunday 14th October (budget £500 from Other Events Budget).

The Committee **RESOLVED** to continue with the Leigh Lights event on Friday 30th November (budget £13,100).

The Committee recognised that trader participation for Leigh Lights was the best in years and **RESOLVED** that a thank you letter is included in the LTC News Magazine and hand delivered to traders, detailing how their contributions help towards our biggest costs – security and road closures.

The Committee **RESOLVED** to hold Carols on Strand Wharf on Saturday 8th December (budget £1,000)

A report from Blade Education was presented to the Committee at the meeting by Cllr. Morgan. The Committee were keen to arrange a joint event with the British Legion, to display memorabilia and their film at the Community Centre. Further discussion is needed to determine requirements and set a date.

British Legion will also be invited to write an article for the LTC News Magazine.

The Committee suggest British Legion make contact with the White Bus Company for help with editing their film.

The possibility of other ideas was also discussed for Christmas 2019 and the Events and Projects Officer will research further.

Councillors were reminded that support is needed at all events and a list of possible jobs is created to encourage participation. A schedule of all events will be sent to Councillors, both electronically and hardcopies.

Signed by:

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ALLOTMENTS

69. ALLOTMENT ASSOCIATIONS LIAISON GROUP REPORT

The Committee **NOTED** the report.

Addressing Point 6 of the report, the Committee noted that the Facilities Manager will approach specialist asbestos removal companies, where necessary.

70. ALLOTMENTS

Report 2682/HS was presented at the meeting.

Following a proposal (seconded by Cllr. Rosier) the Committee **RESOLVED** the decision to obtain two further quotes, as per Financial Regulations.

71. LOSALGA GREENHOUSE EXTENSION REQUEST

The Committee **RESOLVED** to agree the extension of their existing area by incorporating plot 75 which is currently vacant and has no other plot adjacent to it that is rentable and that an annual ground rent of £150 in total be applied to the 'Greenhouse' area.

72. ALLOTMENT BONFIRE DATES

The Committee **RESOLVED** the following dates as permitted dates ONLY for plot holders to have a bonfire to burn green waste only:

21st & 22nd April 3rd, 4th & 5th November, subject to dry weather conditions.

The Committee **RESOLVED** MDAS's request to have a bonfire on 25th February, weather permitting, to burn brambles that they are clearing from a plot.

Cllr. Rosier gave a verbal report following a site visit to the allotments following the Earth Angel Allotment School proposal (point 5 of report 2677/C) and expressed that current plot holders had shown support for the project. This will be discussed further at the next allotment meeting.

FARMERS' MARKET

73. ADMINISTRATION REPORT BY ASSISTANT PROPER OFFICER

The Committee **NOTED** the report and the need for Councillor's help at the market.

COMMUNITY TRANSPORT TRIPS SCHEME

74. ADMINISTRATION REPORT

The Committee **NOTED** that an afternoon tea will be held at the Community Centre on Wednesday 7th March 2018.

OTHER E & L MATTERS

75. LIGHTING REPORT

The Committee **RESOLVED** to continue with the refurbishment of the Christmas Lighting scheme, as recommended in the agenda, within the Leigh Lights Capital Renewals Budget for 2018/19.

Signed by:

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76. FIRST AID POST

The Committee **NOTED** the report.

Cllr. Parker left the meeting

77. FRIENDS OF LIBRARY GARDENS

The Committee **NOTED** the meeting at the Community Centre on Wednesday 7th March, 1.30 – 3.30 pm.

78. 'LITTER LESS LEIGH'

The Committee **NOTED** the date of the next litter pick as 24th February, 10am.

Councillors were reminded to report any litter issues to the office for onward reporting to Southend Borough Council.

79. ENVIRONMENT & LEISURE BUDGET 2017/18

The Committee **NOTED** the report.

80. YEAR END UNDERSPENDS

The Committee **RESOLVED to RECOMMENDED to P&R Committee** the proposed changes as per the agenda recommendations to the Earmarked Reserves.

The meeting closed at 8.50 pm