



# Leigh-on-Sea Town Council



71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288  
[council@leighonseatowncouncil.gov.uk](mailto:council@leighonseatowncouncil.gov.uk) [www.leighonseatowncouncil.gov.uk](http://www.leighonseatowncouncil.gov.uk)

Chairman: Cllr Valerie Morgan

Vice Chairman: Cllr Jill Healey

Town Clerk: Helen Symmons

MINUTES OF A MEETING COMMUNITY FACILITIES COMMITTEE  
2<sup>nd</sup> APRIL 2019  
LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Keith Evans, Jill Healey, Valerie Morgan, Carole Mulroney (Chairman), Declan Mulroney

In attendance: Helen Symmons (Town Clerk), Hannah Mumford (Bookings Administration Assistant)

***The meeting opened 7.30pm***

72. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed all to the meeting and made the appropriate housekeeping announcements.

73. APOLOGIES FOR ABSENCE

Cllrs: Anita Forde, Gerry Glover, Vivien Rosier and Ron Owen (Vice Chairman).

74. DECLARATION OF MEMBERS' INTERESTS

***Cllr Carole Mulroney 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.***

75. APPROVAL OF MINUTES OF THE MEETING OF 5<sup>th</sup> FEBRUARY 2019

The minutes of the meeting of 5<sup>th</sup> February 2019 were **AGREED** and signed by the Chairman as a true and accurate record of the meeting.

76. PUBLIC REPRESENTATIONS

There were none.

77. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

**COMMUNITY FACILITIES**

78. SKATE PARK

The Committee **NOTED** the report.

<b>COMMUNITY CENTRE</b>
-------------------------

79. ARTS GROUP REPORT

The Committee **RESOLVED** to offer Kerry Doyland the Artist in Residence position for 2019-20, with immediate effect.

80. REPORT FROM BOOKINGS ADMINISTRATION ASSISTANT

The Committee **NOTED** the report.

81. FACILITIES REPORT

The Town Clerk presented the quotations to the committee. The Committee **RESOLVED** to opt for Quote 1 for the window replacements in Room 1, subject to Landlords consent. This quotation is from Altex Window Systems UK for smart system powder coated direct fix aluminium frames at a cost of £3241.67 + VAT. The budget allocated for this dilapidation work is £3500.00.

82. LORNA AND LOTTIE'S REPORT

The Committee **NOTED** the report. The figures for the first quarter are yet to be completed although the Town Clerk advised a small profit had been made in the first two months of the new financial year which was notable given the deferred opening of the café immediately after Christmas due to final roof works. A review of the first quarter figures in full will be deferred until the next meeting.

<b>FINANCIAL</b>
------------------

83. COMMITTEE BUDGET REPORT

The Committee **NOTED** the report.

***The meeting closed at 7.50pm***