



# Leigh-on-Sea Town Council

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Chairman: Cllr Valerie Morgan  
Vice Chairmain: Jill Healey  
Town Clerk: Helen Symmons

MINUTES OF A MEETING ENVIRONMENT AND LEISURE COMMITTEE  
TUESDAY 19<sup>TH</sup> FEBRUARY 2019  
LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Keith Evans, Fr. Clive Hillman, Valerie Morgan, Carole Mulroney and Caroline Parker

Also in attendance: Helen Symmons (Town Clerk)

**The meeting opened at 7.30 pm**

78. CHAIRMAN'S OPENING REMARKS AND HOUSEKEEPING ANNOUNCEMENTS

The Chairman welcomed all and extended sympathies on behalf of the Council to two members of staff. The appropriate housekeeping announcements were made.

79. APOLOGIES FOR ABSENCE

Cllrs: Jill Adair, Anita Forde, Jill Healey and Declan Mulroney

80. DECLARATIONS OF MEMBERS' INTERESTS

**None.**

81. TO APPROVE MINUTES OF THE MEETING ON 18<sup>TH</sup> DECEMBER 2018.

The minutes of 18<sup>th</sup> December 2018 were **AGREED** as a correct record and signed by the Chairman.

82. PUBLIC REPRESENTATIONS

There were none.

83. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

**EVENTS**

84. E&L PDG EVENT REPORT – **Agenda Item 7**

The Committee **RESOLVED** the following:

A Community Day be held on Sunday 9<sup>th</sup> June 2019, 1 – 4 pm

Budget £1,500

The Summer Season on Strand Wharf would not be held in 2019 due to staffing pressures and the new Council administration

A Youth Market will be held on Strand Wharf on Sunday 14<sup>th</sup> July 2019, 11 am to 4 pm

Budget £2,500

Leigh Lights will be held on Friday 29<sup>th</sup> November 2019 and will continue in its current format, including pre-event community centre activities

Budget £15,650

Signed by:

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Date:

Carols on Strand Wharf will be held on Saturday 14<sup>th</sup> December

Budget £1,000

The RSPB will be permitted to hold a Geese event on Strand Wharf for two dates to be organised by themselves

Use of Strand Wharf on Monday 6<sup>th</sup> May for an Old Leigh Artist's Market. This will not be a Leigh Town Council event

It was noted that Leigh Folk Festival and Leigh Regatta will also use Strand Wharf in 2019

## ALLOTMENTS

### 85. BONFIRE DATES – Agenda item 8

The Committee **RESOLVED** that bonfires are only permitted on the following dates subject to the Allotment Tenancy conditions. Anyone in breach of those conditions may have their tenancy terminated. The sites will be monitored on the bonfire dates.

27<sup>th</sup>/28<sup>th</sup> April 2019

2<sup>nd</sup>/3<sup>rd</sup> November 2019

### 86. ALLOTMENTS NON-RESIDENTS LEVY REPORT – Agenda item 9

The Committee discussed the matter in great detail with questions raised. It was highlighted that the allotments are legally for our own residents but were not like the Council facility of the Community Centre where anyone can enjoy the facility. On the basis that a percentage levy would be difficult to administer and that at this time to only have plot holders from within the Town Council boundary was not feasible, then following a proposal (Cllr Fr. Hillman, seconded Cllr C Mulroney), the Committee **RESOLVED** that a non-resident allotment levy of £20 with effect from September 2020 be the preferred option **to recommend to Council.**

## COMMUNITY TRANSPORT TRIPS SCHEME

### 87. ADMINISTRATION REPORT BY MARKETING AND PROFILE OFFICER

The Committee **NOTED** the report and were pleased that the numbers attending the Social club have already increased. The Committee wished to record thanks to the Marketing & Profile Officer and the volunteers.

## FARMERS' MARKET

### 88. ADMINISTRATION REPORT BY ASSISTANT PROPER OFFICER

The Committee **NOTED** the report and learnt that Rochford Town Council have recently cancelled their Farmers' Market. Rochford customers would be very welcome at our market and the Council will advertise the Leigh Market in Rochford.

## OTHER E & L MATTERS

### 89. LITTER LESS LEIGH

The Committee **NOTED** the date and location and were pleased to learn that there is now a big volunteer group.

### 90. FRIENDS OF LIBRARY GARDENS

The Committee **NOTED** the dates.

### 91. HANGING BASKET SPONSORSHIP – Agenda item 14

Southend Borough Council have agreed to the signs subject to them being places at a safe height. The Committee **RESOLVED** to implement the scheme and it was noted that there are interested businesses and community groups already.

<b>FINANCIAL</b>
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92. COMMITTEE BUDGET REPORT 2018/19

The Committee **NOTED** the report

93. TO CONSIDER ANY UNDERSPENDS IN 2018/19 BUDGET THAT THE COMMITTEE WISH TO EARMARK AS A RESERVE – **Agenda item 16**

The Committee **RESOLVED with recommendation to P&R Committee** the proposed changes to Earmarked reserves at the financial year-end.

<b>CONFIDENTIAL</b>
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94. MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

**RESOLVED** that in view of the confidential nature of the business to be transacted the public and press be excluded and instructed to withdraw – SO 3(d) other special reason

95. LOSALGA REPRESENTING THE LEIGH SITE – **Agenda item 18**

The Committee **NOTED** the report. The Annual Service Agreement at the present time is suspended as there is no LOSALGA committee. Additionally the Clubhouse (Greenhouse) area is shut as there is no LOSALGA committee.

The Committee **RESOLVED** that the investigation without prejudice is concluded. Although the Council are concerned about the finances and administration of LOSALGA, following legal advice, the Council will not involve itself in the way the association operates. That said, until a new committee is formed and follows a correct Constitution and does not compromise the aims of the Allotment Service Agreement, no further ASA money will be paid to LOSALGA.

In this respect, the Council will give the Association three months to effect this. Additionally, only LOSALGA as an Association has been given Permission to Use the Greenhouse area. Therefore should there be evidence after three months that LOSALGA are not fulfilling the aims of the Annual Service Agreement or breach the Licensee's obligation contained with the Permission to Use Agreement, then the Council will terminate the agreements and look to work with another Association.

The Town Clerk will send a detailed letter to all allotment plot holders on the Leigh side showing what steps are to be taken to reinstate the Annual Service Level Agreement with LOSALGA. The Council are happy for the Extra Ordinary meeting of LOSALGA members to form a new committee to take place at the Community Centre and recognises that allotment plot holders will be able to become LOSALGA members on the night prior to the Committee being formed.

**The meeting closed 8.40 p.m.**