



Leigh-on-Sea Town Council

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

MINUTES OF A MEETING OF LEIGH-ON-SEA TOWN COUNCIL
TUESDAY 17th JULY 2018
LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present: Cllrs: Valerie Morgan (Chairman) John Duprey, Keith Evans, Patrick Fox, Anita Forde, Gerry Glover, Jill Healey (Vice-Chairman), Carole Mulroney, Declan Mulroney, Ron Owen, Caroline Parker and Vivien Rosier.

Also in attendance: Southend Borough Councillor Bernard Arcsott, Helen Symmons (Town Clerk) and Abbie Cotterell (Assistant Proper Officer)

Prior to the meeting, Syrie Cox CEO of Southend YMCA spoke of the work and involvement of Southend YMCA in the local area. The Chairman announced Southend YMCA as her chosen charity.

Prior to the meeting Rev Andrew Cowley, Leigh Road Baptist Church led Councillors in prayers, being the Chairman's Chaplain for her year.

The meeting opened 7.30 p.m.

36. THE CHAIRMAN'S OPENING REMARKS INCLUDING HOUSEKEEPING ANNOUNCEMENTS

The Chairman welcomed the new Councillors to their first Full Council meeting and undertook the housekeeping announcements.

The Chairman announced that 3 Councillors had completed days 1, 2 and 3 of the Chairman training sessions at EALC and were presented with their gavels.

37. APOLOGIES FOR ABSENCE

Cllrs: Jill Adair, Mark Bromfield & FR. Clive Hillman

38. DECLARATION OF MEMBERS' INTERESTS

Cllr C Mulroney declared a non-pecuniary interest in matters involving Strand Wharf and Leigh Community Centre as a Borough Councillor.

39. APPROVE MINUTES OF THE PREVIOUS MEETING

The minutes of 15th May were signed by the Chairman following an amendment to indicate Cllr Parker is on the E&L Committee, whilst Cllr Rosier is not.

The minutes of 29th May were agreed and signed by the Chairman as a true and accurate record.

40. PUBLIC REPRESENTATIONS

A thank you letter had been received from Leigh North Street Primary School thanking Leigh Town Council for the funds allocated to the School Crossing Patrols.

41. SOUTHEND BOROUGH COUNCIL

Cllr Bernard Arscott gave an update on Southend Borough Council's current work in Leigh-on-Sea. CCTV to cover the Broadway, Old Town, Leigh Library Gardens and some areas near Leigh-on-Sea Station is hoped to be installed by March. The new Local Plan is being revised and the first draft is hoped to be published later this year around autumn time.

42. QUESTIONS FROM COUNCILLORS (for which written notice has been received)

There were none

43. TOWN CLERK'S REPORT

The Committee **NOTED** the report

COMMITTEES

44. COMMITTEES

To receive the Minutes of Committees for 2018/19 and report 2697/I&E

a) Planning Committee – Cllr Healey presented the minutes of [22nd May](#), [12th June](#), [26th June](#) and [10th July](#) 2018

There were no direct recommendations to Council

b) Community Facilities Committee – Cllr C Mulroney presented the minutes of [13th June 2018](#)

There were no direct recommendations to Council

c) Environment & Leisure – Cllr V Morgan presented the minutes of [19th June 2018](#)

There were no direct recommendations to Council

d) Policy & Resources – Cllr D Mulroney presented the minutes of [3rd July 2018](#)

RECOMMENDATIONS TO COUNCIL –

- Minute 7 – Review of Co-option Procedures at a Council Meeting – **RESOLVED**
- Minute 8 – Review of Recruitment and Selection Policy Process – **RESOLVED**
- Minute 9 – Review of Protocol on Member/Officer Relations – **RESOLVED**
- Minute 10 – Annual Budgeting Process – **RESOLVED**
- Minute 13 – Community Facilities Committee – **RESOLVED**
- Minute 19 - To Approve Expenditure (report 2697/I&E) – **RESOLVED**

DECISION ITEM

45. COMMITTEE VACANCIES

Cllr Evans was nominated for the vacancy on the Community Facilities Committee, Planning, Highways & Licensing Committee and Environment & Leisure Committee. This was **RESOLVED** by Council.

Cllr Glover was nominated for the vacancy on the Community Facilities Committee and Planning, Highways & Licensing Committee. This was **RESOLVED** by Council.

It was **NOTED** that a vacancy still exists on the Planning, Highways & Licensing Committee but remains vacant at this time.

46. VAT STATUS

The Council **RESOLVED** that Leigh Town Council become VAT registered, opting to Tax the Community Centre.

The Council **RESOLVED** that hire charges are not increased except for 3 categories in 2019/20 and remain the same for 2020/21 but that VAT has to be passed on to hirers with immediate effect from becoming VAT registered.

The Council **RESOLVED** that the VAT reclaimable on the Phase 1 repair project be used to fund the proposed building improvement works resolved by Council (minute 44d).

47. STRATEGIC PLAN AND COUNCIL ACTION PLAN

The Council **RESOLVED** to review and adopt the three strategic objectives as follows for 2018-2022, which will then be the basis of the Strategic Plan and Council Action Plan:

- ***To be proactive in creating effective partnership working between Southend Borough Council and Leigh Town Council to ensure a shared vision for Leigh-on-Sea***
- ***To identify community facilities that would enhance the quality of life of local residents and to explore ways of securing the necessary resources with minimum impact on the precept***
- ***To raise awareness of local environmental issues and to create opportunities for residents to engage with Leigh Town Council in finding and implementing solutions***

The Council **RESOLVED** to hold a PDG meeting to discuss the present Committees structure and consider the draft Strategic Plan alongside this.

48. EALC AGM AND CONFERENCE

The Committee noted the date of the EALC conference

The meeting closed at 8.02pm