



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

MINUTES OF A MEETING POLICY AND RESOURCES COMMITTEE
TUESDAY 6th NOVEMBER 2018
LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD, LEIGH-ON-SEA

Present Cllrs: John Duprey, Jill Healey, Valerie Morgan, Carole Mulroney, Declan Mulroney (Chairman), Ron Owen and Vivien Rosier

In Attendance: Helen Symmons (Town Clerk)

The meeting opened at 7.30pm

36. CHAIRMAN'S OPENING REMARKS

The Chairman welcomed members and made the appropriate housekeeping announcements.

37. APOLOGIES FOR ABSENCE

Cllrs: Mark Bromfield and Patrick Fox

38. DECLARATION OF MEMBERS' INTERESTS

Cllr C Mulroney declared interests in agenda item 20, a non-pecuniary interest with regards to the application from Endeavour Trust, being a member of the society and other pecuniary interest with regards to North Thames Flag application having been appointed Vice Chairman.

Both Cllrs Morgan and C Mulroney also wished to declare an interest in agenda item 20 with regard to the Boomerang application being an acquaintance of the applicant.

39. APPROVAL OF THE MINUTES

The minutes of the meeting 4th September 2018 were **AGREED** and signed by the Chairman.

40. PUBLIC REPRESENTATIONS

There were none

41. TOWN CLERK'S REPORT

The Committee **NOTED** the report.

POLICY

42. COMMUNITY INFRASTRUCTURE LEVY – **Agenda item 7**

The Committee discussed the report at length and felt it a worthwhile project for the Leigh community as it was in line with the Council's strategic objectives and had the potential of engaging residents in many ways.

It therefore **RESOLVED with RECOMMENDATION to Council** to allocate £15,000 of Community Infrastructure Levy receipts to the project and work in partnership with Southend Borough Council to restore the viewing platform.

RESOURCES

43. COMMUNICATIONS SYSTEM – **Agenda item 8**

The Committee discussed the report and recommendation in great detail, there being queries regarding the level of support contract. The Town Clerk will clarify this with British Telecom.

The Committee **RESOLVED** to upgrade the communication system to a Cloud solution as per the report opting for the purchase option from the Renewals Fund

44. LTC MAGAZINE

The Committee felt the magazine was excellent on the whole. Some are still to be delivered to residents although the Leigh Times had said this would be done by the end of October. The Marketing Officer will chase the matter.

The Committee wished thanks to be minuted for the work of the Marketing Officer in producing the magazine along with the Editor, Cllr Rosier and Icicle Designs.

45. COMMUNITY SPECIAL CONSTABLES

The Committee **NOTED** the report and were pleased to learn of the progress being made.

46. YOUTH GROUP

The Town Clerk submitted Report 2705 as an appendix to the minutes as a meeting had been held 5th November 2018. The Committee **NOTED** the report.

REFERENCES FROM OTHER COMMITTEE AND GROUPS

47. COMMITTEE DRAFT BUDGETS 2019/20 – **Agenda item 12**

The Committee **RESOLVED** the draft budgets **with RECOMMENDATION to Council**.

FINANCIAL

48. COMMITTEE AND COUNCIL BUDGETS 2018/19

The Committee **NOTED** the budgets

49. P&R AND COUNCIL DRAFT BUDGET FOR 2019/20 – **Agenda item 14**

The Committee **RESOLVED** the budgets **with RECOMMENDATION to Council**

50. QUARTERLY FINANCE CHECK

The Committee **NOTED** the report

51. BANK RECONCILIATION CHECK

The Committee **NOTED** the report

52. TO NOTE INTERNAL ACCOUNT TRANSFERS AND APPROVE EXPENDITURE SINCE THE LAST MEETING – **Agenda item 17**

The Committee **NOTED** the transfers and **RECOMMENDED** the expenditure to Council.

53. COUNCIL BANK ACCOUNT BALANCES AS AT 29TH OCTOBER 2018

The Committee **NOTED** the balances

CONFIDENTIAL

54. MOTION TO EXCLUDE PUBLIC – The Public Bodies (Admission to Meetings) Act 1960

The 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 – SO 3(d)

55. GRANT AID AWARDS – **Agenda item 20**

The Committee **RESOLVED** the following grants:

Endeavour Trust	£172	<i>(Cllr C Mulroney took no part in the vote)</i>
Beat It Cancer	£429	
Southend YMCA	£500	

Cllr C Mulroney left the meeting

North Thames FLAG	£200
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Cllr C Mulroney returned to the meeting

CRE4TE Collab	£182.40 plus complimentary projector hire
Fusion Youth & Kids	£250
Boomerang Bags	£205.20 plus the Council will pay for our logo to be included on the bags

The meeting closed at 9.05 pm



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REPORT 2705/HS

YOUTH GROUP PDG – 5TH NOVEMBER 2018

PRESENT: Cllrs Forde, Healey, Morgan and C Mulroney

ALSO PRESENT: Helen Symmons, Town Clerk

APOLOGIES: Cllrs Parker and Rosier

The meeting was held following the recent Youth Forum and to review the YMCA Youth Club being held at the Community Centre.

1. Youth Club

There are 18 children registered for the club although not all have attended at the same time. Those that attend enjoy it greatly and Cllr Morgan had received a thank you letter which she read out at the recent E&L meeting. The Town Clerk spoke about the facebook exchanges and other conversations she had had with Fusion Youth Club at Wesley Methodist Church and the Youth Leader at Leigh Road Baptist Church. It was recognised that a collaborative meeting at some point to discuss other youth projects as they arise would be prudent.

Activities at our Youth Club include chess, table top games, badminton and break dancing and so felt it would be useful to promote it again. The TC will ask the Marketing & Profile Officer to undertake.

2. Youth Forum

Three teenagers aged 14-15 attended, 2 from Belfairs Academy and 1 from Westcliff. It was passed on that holding during the holiday time had meant a few others had not been able to attend. Additionally 2 ladies attended from West Leigh Baptist Church. It was a productive afternoon with many ideas and views being put forward. These included:

- Youth Club for 14+
- Events
- Exhibitions
- Talks
- First Aid training

Cllr Forde will speak to the Hub with regard to volunteering opportunities for under 16's.

A further Forum will be held Wednesday 21st November 5-6 pm. This will be advertised on our social media pages and also to schools.

Following this Forum meeting, the group will meet to discuss any initial projects that can be followed up on either collectively or with the support of the Council.