

Chairman: Councillor Jim Devlin

19th January 2018

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the **Town Council** to be held in **The Coach House, Crown Yard on Thursday 25th January 2018 at 7.00pm** when the under mentioned business is proposed to be transacted.

Yours faithfully,

Deborah Tonkiss
Town Clerk

Chairman: Cllr J Devlin
Vice-Chairman: Cllr J Clark
Councillors: A Adshead, R Chapman, R Clark, M Dear, C Dyer, D Hayden,
V MacManus, L Mitchelmore, M Moore, M Roessler,
D Spencer, A Talboys, M Thomas, J Tutton

Prior to the start of the meeting Borough and County Cllr Dr. Richard Moore will give a presentation to members regarding Billericay High Street

AGENDA

- 1. Apologies for Absence**
- 2. Members to declare any interest with regard to items on the Agenda and to receive and consider any applications for dispensation**
- 3. Co-Option**
Applications for co-option are attached herewith along with a report for member's consideration. If in attendance the new members to sign Declaration of Acceptance of Office and take their places at the Council meeting. **(Appendix 1)**
- 4. Public participation session with respect to items on the agenda and other matters that are of mutual interest**
Members of the public to be invited to speak on any matters contained within the agenda.

- 5. Town Council Minutes**
(a) to receive and consider the minutes of the Town Council meeting held on 14th December 2017 **(copy previously circulated)**
(b) to approve the signing of the minutes as a correct record
- 6. Chairman's Report**
To receive the Chairman's report on events attended since the last Council meeting **(copy herewith)**
- 7. Committee Meetings**
To receive and consider the following minutes:
(a) Planning Committee meetings held on 2nd and 16th January 2018 **(copies previously circulated)**
(b) Environment Committee meeting held 9th January 2018 **(copy previously circulated)**
(c) Finance & General Purposes Committee meetings held on 18th January 2018 **(copy herewith)**
- 8. Training Courses**
(a) members to receive and consider the full list of EALC Training Courses for 2018. As a reminder, £460 remains in the councillor training budget for 2017/18. **(copy herewith)**
(b) due to the resignation of Cllr Dansey there is now one place available on each of the following two courses - Cllr Training Day 1 on 17th March and Cllr Training Day 2 on 24th March. Interested members to advise Town Clerk otherwise places will be cancelled.
- 9. Schedule of Meetings for Municipal Year 2018-19**
Members to receive and consider the attached list of proposed meeting dates for the forthcoming municipal year **(herewith)**
- 10. Annual Town Meeting 26th April**
Members to consider whether to;
(a) hold the meeting in an alternative venue to the Coach House (Chantry Way Centre is unavailable on that date), and;
(b) engage a speaker, and if so decide who should be approached
- 11. Town Council Vacancy in West Ward**
Following the resignation of James Dansey members are advised that if no request for an election is made by 2nd February it is proposed to advertise the vacancy and co-opt at the Council meeting of 8th March.
- 12. Consideration of Items for Social Media/Press Release**
- 13. Questions from the Press and Public**

The Public and Press are cordially invited to be present

Copies of the reports can be obtained from the Town Council Offices