

Chairman: Councillor Jim Devlin

5th March 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 8th March 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, G Talbot, A Talboys, M Thomas, F Tomlin, J Tutton

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## 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 25th January 2018 **(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 **(to be circulated)**
- 7. Committee Meetings**  
To receive and consider the following minutes:  
(a) Planning Committee meetings held on 30th January, 13th February **(copies previously circulated)** and 27th February **(copy herewith)**  
(b) Environment Committee meeting held 9th January 2018 **(copy previously circulated)**  
(c) Finance & General Purposes Committee meetings held on 6th March 2018 **(to be circulated via email prior to meeting - hard copy available at meeting)**
- 8. Chantry Way Centre**  
Members to consider and approve the following recommendations from Finance & General Purposes Committee:

(a) that Ingleton Wood be appointed as architects for the second stage of the Chantry Centre redevelopment project at a total cost of £90,000 for this phase (£83,100 fees estimate plus £7,000 contingency)

(b) To authorise in principle the demolition and site clearance of Chantry Way following the closure in early May. This is based on estimated demolition costs of £110,000. **(cost estimate attached herewith)**
- 9. 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)** Cllr Talbot seeks approval to attend the Cllr Training Day 1 & 2 Courses on 6th and 13th June.
- 10. Members of Committees, WP's and PG's**  
To approve Cllr Tomlin's membership of the Finance & General Purposes Committee and Communications WP, and Cllr Talbot's membership of the Finance & General Purposes Committee, Christmas Lights WP, Events WP, and IT WP.
- 11. Schedule of Meetings for Municipal Year 2018-19**  
Members to receive meeting cards for the forthcoming municipal year **(cards to be distributed at meeting)**
- 12. Councillor Code of Conduct**  
Members to approve renewal of the Code of Conduct **(copy herewith)**
- 13. Speaker at Basildon Council's Infrastructure, Growth and Development Committee on 13th March**  
Cllr Mitchelmore seeks approval to attend this meeting to represent the Town Council with regard to the Local Plan.

**14. Salt Bin Policy**  
Members to approve and adopt the Salt Bin Policy **(copy herewith)**

**15. ANPR**  
Members have received a communication from Guy Fletcher ANPR Manager Essex Police inviting a response on the use of ANPR in Billericay. Cllr Devlin proposes that a response on behalf of the Town Council is sent via the Town Clerk.

**16. Items for Information**  
Members to receive the following:  
  
(a) minutes of the Local Councils Liaison Committee held on Thursday 1st February 2018 **(copy herewith)**

**17. Consideration of Items for Social Media/Press Release**

**18. 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