

Chairman: Councillor Jim Devlin

25th January 2019

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 31st January 2019 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,  
J Henshaw, K Herlock, L Mitchelmore, M Moore, C Roberts,  
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. **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
4. **Town Council Minutes**  
(a) to receive and consider the minutes of the Annual Town Council meeting held on 13th December 2018 **(copy previously circulated)**  
(b) to approve the signing of the minutes as a correct record
5. **Chairman's Report**  
To receive the Chairman's report on events attended since the last Council meeting **(copy herewith)**
6. **Committee Meetings**  
To receive and consider the following minutes:

**(a)** Planning Committee meetings held on 18th December 2018, 8th January 2019 **(copies previously circulated)** and 22nd January 2019 **(copy herewith)**

**(b)** Environment Committee meeting held 15th January 2019 **(copy previously circulated)**

**(c)** Finance & General Purposes Committee meeting held on 24th January 2019 **(copy herewith)**

**7. Training Courses**

Members to receive and consider:

**(a)** the full list of EALC Training Courses for 2019. **(copy herewith)**

**(b)** that the Town Clerk and Committee Clerk receive approval to attend the EALC First Aid Training day on 17th July 2019 at a cost of £110 each.

**8. Removal of LCTS grant**

Basildon Council's response to the Council's letter regarding reinstatement of the LCTS grant appears to be at variance from the letters received from the DCLG and the MHCLG. In light of this, Cllr Tomlin proposes that the Town Council sends a copy of all relevant correspondence to John Baron MP asking that he seeks clarification of the Government's intent. **(copies of all correspondence herewith)**

**9. Operation London Bridge**

To receive a copy of an article which appeared in SLCC's The Clerk magazine in November 2018 and to note the various protocols contained therein **(copy herewith)**. Members are asked to consider whether in the sad event of HM The Queen's passing the home page of the Town Council website be overwritten with a black page carrying a portrait of HM the Queen and a tab link to the usual home page. The website will be restored to normal the day after the funeral.

**10. Meeting Dates 2019-20**

To receive and approve dates of the Committee and full Council meetings between May 2019 and June 2020. **(list herewith)**

**11. Inaccurate Publicity**

Members to consider a formal response to Basildon Labour Party claims regarding hanging basket expenditure by Basildon Council.

**12. Items for Information**

**(a)** Open letter to all Town and Parish Councillors from NALC **(copy herewith)**

**(b)** Notes from the Chelmsford and Basildon Transport Meeting held on 2nd October 2018 **(copy herewith)**

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

**14. Questions from the Press and Public**

The Public and Press are cordially invited to be present - reports can be obtained from the Town Council office