

Chairman: Cllr Jim Devlin

13th July 2018

Dear Councillor,

You are summoned to attend a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** to be held in **The Coach House, Crown Yard on Thursday 19th July 2018** commencing at **7pm** when the undermentioned business is proposed to be transacted.

Yours faithfully,

Deborah Tonkiss
Town Clerk

Chairman: Cllr A Adshead
Vice-Chairman: Cllr J Devlin
Councillors: J Clark, M Dear, M Moore, C Roberts, M Roessler, G Talbot,
A Talboys, F Tomlin, J Tutton

AGENDA

- 1. Apologies for absence**
- 2. Members to declare an interest with regard to items on the Agenda**
- 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 and which are of mutual interest.
- 4. Minutes of the Previous Meeting held on Tuesday 20th June 2018**
To receive and consider the minutes of the meeting held on 20th June 2018.
(copy previously circulated)
- 5. Financial Report**
 - (a) Income and Expenditure by Committee 1st April - 12th July 2018 **(copy herewith)**
 - (b) Payments 1st June to 12th July 2018 **(copy herewith)**
 - (c) Bank Account Balances @ 12.7.18 and Debtors Listing **(copy herewith)**

6. Grant Applications

Members to consider the following applications, and are advised that confirmation has been received from NALC that it is legal for local councils to donate funds to the Street Pastors **(see attached)**

(a) Billericay Street Pastors (Schools Pastors) are seeking funds towards the purchase of uniforms for the Schools Pastors that will be supporting Billericay School; **(application herewith)**

(b) Billericay Street Pastors are seeking funds towards the costs of supporting a donated mini bus, i.e. insurance, service, MOT and sign writing/decals **(application herewith)**

7. Membership Renewals/Affiliation Fees

Members to consider the renewal of the RCCE (Rural Community Council of Essex) annual membership at a cost of £115.50

8. Working Parties/Project Groups

(a) Communications WP meetings held on 21st June and 4th July 2018 **(minutes herewith)**

(b) IT Working Party meeting held on 12th July 2018 **(minutes herewith - GDPR documents attached electronically only - hard copies available on request)**

9. Youth Town Council

(a) To receive and consider the minutes of meetings held on 19th June (inquorate), 3rd and 17th July **(to be circulated when available)**

(b) Child Safeguarding Training. Members are advised that it is recommended this training (originally undertaken in July 2015) should be renewed every three years and are asked to again consider on-site training from Safe CIC at a cost of £249 (plus £70 total travel expenses) regardless of the number of attendees. All councillors and staff will be invited to take part.

10. Chantry Way Centre

Members to consider the following:

(a) Plans and feasibility cost estimate **(copies herewith)**

(b) that a formal letter is sent to the owner of the car park behind the Chantry Way Centre setting out the Council's position with regard to the trees / lights / boundary survey.

(c) Public consultation - dates and format. Ingleton Wood need 2-3 weeks notice.

(d) Appointment of company to undertake full building control services.

(quotations received by Ingleton Wood herewith)

- 11. Exclusion of the Press and Public**
In accordance with s.1 of the Public Bodies (admission to Meetings) Act 1960, to resolve that in view of the confidential nature of the business to be discussed it is in the opinion of the Council advisable in the public interest that the public and press be temporarily excluded and they be instructed to withdraw.
- 12. Chantry Way Centre - Demolition Contract**
Members to receive the following from Ingleton Wood regarding the tenders received for demolition of the Chantry Way Centre and to select a contractor to undertake the work.
(a) Tender Analysis
(b) Contract Sum Analysis **(reports herewith)**
- 13. Review of Financial Regulations**
Members to approve the annual review of Financial Regulations
(attached electronically only - hard copies on request)
- 14. Community Governance Review**
Members to consider the attached Response which will be sent to Basildon Borough Council **(copy herewith)**
- 15. Consideration of Material for Press Release/Social Media**
- 16. Questions from the Press and Public**

The Public and Press are cordially invited to be present