

Chairman: Cllr Jim Devlin

21st November 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 22nd November 2018** commencing at **8.30am** 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

Also in attendance: Mr Amandeep Singh, Ingleton Wood, Mr Karamjit Sidhu

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 Thursday 20th November 2018**
To receive and consider the minutes of the meeting held on 20th November 2018
(copy previously circulated)
- 5. Chantry Way Centre**
Members to consider/discuss the following issues identified at the meeting on 20th November 2018.
 - (a) suspended ceilings and lighting options**
 - (b) provision of screens in meeting rooms**

(c) recording of Council meetings

to receive information from Basildon Borough Council addressing the points raised by Cllr Tomlin in his email of 21st November.

(d) any other items that need to be considered for inclusion in the tender specification

(e) date of next meeting

6. Consideration of Material for Press Release/Social Media

7. Questions from the Press and Public