

Minutes of the Town Council Meeting
held in The Coach House, Crown Yard
on Thursday 13th June 2019 at 7pm

Present: Chairman: Cllr J Devlin
Vice-Chairman: Cllr J Clark

Councillors: A Adshead, R Chapman, R Clark, M Dear, C Dyer, K Herlock,
L Mitchelmore, K Mordecai, C Roberts, M Roessler, G Talbot, A Talboys, M
Thomas

Also in attendance: the Town Clerk

26. Apologies for absence

Cllrs J Henshaw, M Moore, D Spencer, F Tomlin and J Tutton

27. Declaration of interest with regard to item(s) on the Agenda

None.

28. Public participation session with respect to items on the Agenda and other matters that are of mutual interest

None.

29. Minutes of the Annual Town Council meeting held on 2nd May 2019

Members received the minutes of the Annual Town Council meeting held on 2nd May 2019.

RESOLVED: that the minutes of the meeting be approved and adopted.

30. Chairman's Report

Cllr Devlin informed members that he had recently been on holiday but had attended various events in May and that Cllr Clark had deputised in his absence at the annual St Luke's Hospice Fete.

RESOLVED: Information noted.

31. Committee Meetings

(a) Planning Committee

The Committee Chairman Cllr Mitchelmore presented the minutes of the meetings held on 14th and 28th May and 11th June 2019. Cllr Mitchelmore informed members that the Council would not be participating in the Winter salt bag scheme this year, the Committee had no objections to a licensing application in Radford Way for the Helen Arber Performing Arts School

premises, and that a response had been submitted to a consultation from the Department of Transport on the Vehicle Operator Licensing System.

(b) Environment Committee

The Chairman and Vice-Chairman were both absent so Cllr Devlin asked if there were any comments or questions on the minutes. The Town Clerk informed members that the final work on the War Memorial is being carried out by Bakers of Danbury on 17th June.

(c) Finance & General Purposes Committee

Cllr Adshead, Chairman of the Committee, presented the minutes of the meeting held on 6th June 2019. He informed members that with regard to the tenders received, Ingleton Wood have been liaising with the Company who provided the lowest quote to get further reductions. A meeting is scheduled with Ingleton Wood for a detailed briefing on 24th June.

The recommendation from Cllr Dear that the wording of the public participation session is amended to exclude anything other than Agenda items was discussed by members. Although public participation at council meetings is not a legal requirement it is considered good practice for local democracy and transparency purposes. Suggestions put forward included documenting what the procedures are for public participation on the Council website so that people are made aware of what happens before attending a meeting. Cllr Devlin proposed the following amendment; that the Public Participation session at the start of Committee and full Council meetings are for Agenda items only and that Questions from the Press and Public at the end of the meeting are where questions can be asked about any matter(s) of mutual interest, and it will down to each individual Chairman to manage this accordingly.

RESOLVED: (i) that the public participation sessions are for Agenda items ONLY and it is to be stated on the Agenda that 3 minutes per person is the time permitted; (ii) and also that Questions from the Press and Public states that questions may be asked about any matter of mutual interest.

RESOLVED: that the minutes of all the above Committee meetings be approved and adopted.

32. Training Courses

Members received and considered the following:

(a) details of the courses being offered by the EALC throughout 2019

(b) request from Cllr Henshaw to attend the Cyber Awareness course on 2nd July 2019

RESOLVED : (a) information noted, and; (b) that Cllr Henshaw attends the Cyber Awareness Course on 2nd July and that all expenses are met by the Town Council (LGA 1972 s112).

33. Police, Fire and Crime Commissioner visit to Billericay

Members discussed the communication received from the PCC's office regarding a meeting and venues and timings were considered. Cllr Mitchelmore suggested two meetings if possible, a daytime one and another in the evening for people that work. The suggested venue was Mary Magdalen as it is central in the town. As people tend to go away during the summer it was felt that the best attendance would be obtained if it was held in September.

Resolved: that the Police, Fire and Crime Commissioner is invited to attend a meeting in September.

34. BBC Review of Polling Districts, Places and Stations

RESOLVED: information noted.

35. Items for information

Members received the following:

(a) Minutes of the Local Councils Liaison Group meeting held on 3rd April 2019

(b) Community Special Constables report on status of applications from Essex Police

Resolved: information noted

36. Consideration of Items for Press Release/Social Media

37. Questions from the Press and Public

None.

Cllr Devlin closed the meeting at 7.54pm

Cllr Devlin.....Date.....

Chairman