

Minutes of the Town Council Meeting
held in The Coach House, Crown Yard
on Thursday 25th July 2019 at 7pm

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

Councillors: A Adshead, R Clark, M Dear, J Henshaw, L Mitchelmore,
K Mordecai, C Roberts, M Roessler, D Spencer, G Talbot,
M Thomas

Also in attendance: the Town Clerk

38. Apologies for absence

Cllrs R Chapman, C Dyer, K Herlock, M Moore, A Talboys, F Tomlin and J Tutton

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

None.

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

None.

41. Minutes of the Town Council meeting held on 13th June 2019

Members received the minutes of the Town Council meeting held on 13th June 2019.

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

42. Chairman's Report

Cllr Devlin informed members of the recent events he and the Vice Chairman had attended. These included a service for the dedication of a headstone for a WW1 soldier, the Essex larger Local Council's forum, an art competition at Anisha Grange, Mayflower High School Awards, the Special Constable launch in Billericay, Standards Committee, Billericay in Bloom awards and the launch of a fund raiser to support Fraser Simmonds, the brother of a previous young Citizen of the Year award winner.

RESOLVED: Information noted.

43. Committee Meetings

(a) Planning Committee

The Committee Chairman Cllr Mitchelmore presented the minutes of the meetings held on 25th June, 9th and 23rd July 2019. Cllr Mitchelmore informed members that a consultation from SEPP had been considered regarding parking restrictions in various roads and no objections were raised. 4 planning committee members had recently attended a community engagement event which was a workshop regarding the Local Plan. It was facilitated by a company working on behalf of the four main developers and gave those present the opportunity to say what they thought would and wouldn't work with regard to the new homes in Billericay. The crossings in the High Street are being updated from pelican to puffin and this will increase pedestrian safety.

(b) Environment Committee

The Vice-Chairman Cllr Spencer presented the minutes of the meeting held on 2nd July 2019. She informed members that a new town sign won't be going ahead, the War Memorial work is now complete and Help for Heroes will be the charity which receives the proceeds from the Festival of Remembrance along with the RBL Poppy Appeal. There is a meeting for interested councillors on site at Festival Gardens on Saturday 3rd August at 8am to discuss improvements, and the sculptor John Doubleday has been commissioned to provide a Mayflower 2020 commemorative bronze statue for Jim Shields garden.

(c) Finance & General Purposes Committee

Cllr Adshead, Chairman of the Committee, presented the minutes of the meetings held on 20th June and 18th July 2019. He informed members that the final issues with regard to the rebuild have been resolved and the Committee is in a position to recommend signing of the contract. It is anticipated that AW Hardy will take possession of the site on 19th August with completion on 11th July 2020. The Contract is an industry standard JCT contract which the Council's lawyers have reviewed. A Dunn and Bradstreet report on AW Hardy came back satisfactory for financial stability. £170,000 has been taken off the original tender due to value engineering, but nothing has been done to affect the structure or the way the building will be used. Simpler air conditioning means more condensers are required and an acoustic survey had to be undertaken which has increased the costs. The current build cost is £1,619,440 with a £75,000 contingency fund in place. Overall Ingleton Wood's fees are £85,000 and just over half of that has been paid. There will be monthly stage payments for the construction work.

The recommendation to approve and adopt Financial Regulations with the revision to Section 6.6 that all managed service and maintenance contract fees can be paid by Direct Debit was considered and it was;

RESOLVED: (i) the amendment to Section 6.6 is approved and adopted; (ii) following the amendment to Section 6.6 the Financial Regulations are therefore approved and adopted, and; (iii) that in all other respects the minutes of all the above Committee meetings be approved and adopted.

Cllr Dear proposed that Cllrs Adshead and Roessler be commended for all their work reviewing and analysing information for the build project, and this was approved by all present.

44. Training Courses

Members received and considered the following:

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

(b) half day ECC funded Adult Mental Health First Aid training to be delivered at the Council offices.

RESOLVED : (a) information noted, and; (b) the Town Clerk will obtain possible dates from the EALC for Adult Mental Health First Aid Training to take place at the council offices in September/October.

45. Signing of New Build Contract with AW Hardy

Cllr Adshead presented the contract and members received a financial report showing the breakdown of costs incurred to date and items still to be paid. The contract presented for signing is for the amount of £1,619,439.82 under the terms of a JCT ICD 2016 Intermediate Building Contract.

Resolved: (i) that the Contract amount of £1,619,439.82 and terms of the contract be approved for signing by the Town Council, and; (ii) in accordance with Standing Order 23 the Contract is duly signed by the Chairman of Council, the Chairman of Finance & General Purposes Committee and witnessed by the Town Clerk.

46. Annual Review of Standing Orders

RESOLVED: information noted.

47. Items for information

Members received the following:

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

(b) Minutes of the Chelmsford and Basildon Transport Meeting held on 4th June.

(c) Community Engagement meeting with the Police, Fire and Crime Commissioner will take place on 19th November at the Mary Magdalen Church from 7.30pm until 9.00pm .

(d) ECC has announced that no libraries are to close following the recent consultation.

Resolved: all the above information is noted

48. Consideration of Items for Press Release/Social Media

Contract signing

49. Questions from the Press and Public

None.

Cllr Devlin closed the meeting at 7.50pm

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