

Minutes of the Town Council Meeting  
held in The Coach House, Crown Yard  
on Thursday 6th February 2020 at 7pm

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

**Councillors:** R Chapman, R Clark, C Dyer, J Henshaw, K Herlock,  
L Mitchelmore, M Moore, K Mordecai, C Roberts, M Roessler,  
D Spencer, G Talbot, A Talboys, M Thomas, J Tutton

Also in attendance: Borough and County Cllr R Moore and the Town Clerk

**86. Apologies for absence**

Cllrs A Adshead and M Dear

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

None.

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

Borough Cllr R Moore informed members that the paving outside The Olive Branch is finally being repaired.

**89. Minutes of the Town Council meeting held on 19th December 2019**

Members received the minutes of the Town Council meeting held on 19th December 2019.

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

**90. Chairman's Report**

Members received a report from Cllr Devlin regarding details of events he had attended on behalf of the Council since the last meeting.

**RESOLVED:** Information noted.

**91. Committee Meetings**

**(a) Planning Committee**

The Chairman of the Committee Cllr Mitchelmore presented the minutes of the meetings held on 30th December 2019, 14th and 28th January 2020. She informed members that a consultation on Essex coast nature reserves had been considered in respect of a management plan to protect them, which would cost £122.30 for every home within the zone of influence. Another

consultation on unauthorised encampment was deferred until members had attended the EALC briefing on this topic. An outline application has gone into Basildon for land off Mountnessing Road, but this should be considered along with the other development sites, not as a solo project and members commented that without the Local Plan being in place it constitutes inappropriate development in the Green Belt.

### **(b) Health, Well-Being and Environment Committee**

Cllr Moore, Chairman of the Committee presented the minutes of the meeting held on 21st January 2020. She said that it had been decided to no longer hold a Christmas Lights switching on ceremony. Instead the lights will be switched on prior to the Christmas Market and there will be a tree outside the Town Hall which will be lit during the market. The Festival of Remembrance will not take place in 2020 and it was felt there was little the Town Council could do about the High Street shops closing. The Billericay Litter picking group have a spring clean of the High Street arranged for 22nd March and have been asked to litter pick Festival Gardens.

### **(c) Finance & General Purposes Committee**

Cllr Roessler, Vice-Chairman of the Committee presented the minutes of the meetings held on 9th, 27th and 30th January 2020. He told those present that the first two meetings were primarily to agree the finishes to meet with the builder's schedule. The build is running very smoothly, as the contractors are exceptionally good. A separate meeting recently took place with Ian Cody of Basildon Borough Council to get information on setting up building management processes and procedures. The office IT operating system has been upgraded to Windows 10 and the franking machine has also been upgraded.

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

## **92. Training Courses**

Members received and considered the following:

- (i) listing of all courses being offered by the EALC throughout 2020.
- (ii) details of new online training courses offered by the EALC (i) Introduction to Health and Safety and (ii) Data Protection (GDPR).

**RESOLVED :** (i) that Cllr Moredecai is authorised to do the online training for Health and Safety, (ii) that both Cllrs Mordecai and Talbot are authorised to

do the online training for Data Protection, and; (iii) that all expenses in relation to these online courses are met by the Council.

**93. Community Special Constables**

Members received the latest update from Essex Police. Unfortunately the applicant that had passed all checks and was awaiting a course start date has now withdrawn from the process.

**RESOLVED:** information noted.

**94. Speaker for Annual Town Meeting**

Members considered and discussed potential speakers that they felt would engage with residents and encourage them to attend.

**RESOLVED: (i)** that a representative of Essex Highways is invited to speak, but if unavailable either Julian Whybra (Mayflower 400) or Cllr Adshead (Billericay Community Cinema) be asked to speak.

**95. VE Day 75**

Cllr Devlin advised members of suggested events for towns and parishes to commemorate VE Day 75. Members then considered whether to participate in the Cry for Peace reading at 7pm on Friday 8th May. Following discussion it was:

**RESOLVED:** that the Town Council does not participate.

**96. Meeting Dates 2020-21**

Members received a list of meeting dates for Committees and full Council from May 2020 to June 2021.

**RESOLVED:** Information noted

**97. Items for information**

Members received information on the following:

**(a)** The Larger Local Councils Form will take place on 26th February hosted by Halstead Town Council. Cllr Henshaw expressed his desire to attend along with the Chairman, Vice-Chairman and Town Clerk.

**RESOLVED:** information noted

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

- Special Constable recruitment
- Youth Town Council looking for members

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

None.

Cllr Devlin closed the meeting at 7.45pm

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