



Billericay Town Council

YOUR QUALITY COUNCIL

www.billericaytowncouncil.gov.uk

Chairman: Councillor Jim Devlin

24th September 2021

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the **TOWN COUNCIL** to be held in **the Main Hall at the Chantry Centre, Chantry Way, Billericay CM11 2AP on Thursday 30th September 2021 at 7.00 p.m.** when the undermentioned business is proposed to be transacted.

Yours faithfully,

Deborah Tonkiss
Town Clerk

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

Councillors: A Adshead, L Clark, R Clark, M Dear, J Henshaw, C May, M Moore,
K Mordecai, M Mordecai, M Roessler, E Sainsbury, C Smith, D Spencer,
G Talbot, A Talboys, M Thomas, D Wakefield

1. **Apologies for Absence**
2. **Members to declare any interest with regard to items on the Agenda and to receive and consider any applications for dispensation**
3. **Public participation session with respect to items on the agenda and other matters that are of mutual interest**
4. **Town Council Minutes**
 - (a) to receive and consider the minutes of the Town Council meeting held on 29th July 2021
(copy herewith)
 - (b) to approve the signing of the minutes as a correct record
5. **Chairman's Report** (to be circulated)
6. **Committee Meetings**

To receive and consider the following minutes:

- (a) **Planning Committee** meetings held on 10th and 24th August, 7th and 21st September
(copies previously circulated)

(b) Health, Well-Being and Environment Committee meeting held on 14th September 2021
(copy herewith)

(c) Finance & General Purposes Committee meetings held on 23rd September 2021 **(copy herewith)**

Recommendations – Chantry Centre Operational Management

(i) that a small core group of councillors is formed to provide support to the Clerks with regard to running the building, to be comprised of members with relevant skill sets.

7. Vacancy on Health, Well-being & Environment Committee

Due to a recent resignation there is currently one vacancy. Members to nominate or put themselves forward for membership.

8. Courses and Conferences

Remaining Councillor Training Budget for 2021-22 - £1,200

(a) Members to receive details of forthcoming EALC courses **(course listing herewith)**

9. Notice of Conclusion of Audit 2020/21

Members to receive and consider the report from PKF Littlejohn upon completion of their review of the Annual Return and note that there are no matters requiring attention.

(copy herewith)

10. Defibrillator for Chantry Centre

Members to consider and discuss an offer made to the Town Council Chairman from the Lions Club of Billericay to purchase and install a defibrillator on the exterior of the Chantry Centre.

11. Essex Police Community Engagement Group

Essex Police and CPS are currently jointly creating a Community Engagement Group, focusing specifically on Crime & Public Protection work and the criminal justice process. They are looking for diverse representation from across all Essex districts. The Town Clerk has been asked whether a member of the Town Council would be interested in joining the group.

A briefing is attached, explaining the purpose in more detail.

(herewith)

12. Items for Information

(a) Election for Casual Vacancy in East Ward – 14th October 2021

Members to receive the statement of persons nominated.

(herewith)

(b) Social Media Health Check

Members are advised that a free social media health check was recently undertaken with Breakthrough Communications (via EALC). BTC has a good number of Facebook followers for a council with our size precept. The Council also has a high number of Twitter followers.

Their overall findings were that the Council is doing very well with social media. See attached report. **(herewith)**

(c) Community Special Constables

To note that Essex Police have advised there are no current applicants for Billericay.

13. Consideration for Press Release/Social Media

To consider whether any actions/decisions resulting from this meeting are to be notified to the media.

14. Questions from the Press and Public

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT

Copies of the reports can be obtained from the Town Council Offices