



Billericay Town Council

YOUR QUALITY COUNCIL

www.billericaytowncouncil.gov.uk

Chairman: Councillor Mark Thomas

19th January 2024

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the **TOWN COUNCIL** to be held in **the Council Chamber at the Chantry Centre, Chantry Way, Billericay CM11 2AP on Thursday 25th January 2024 at 7.00 p.m.** when the undermentioned business is proposed to be transacted.

Yours faithfully,

Deborah Tonkiss
Town Clerk

Chairman: Cllr M Thomas
Vice-Chairman: Cllr J Devlin

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

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 14th December 2023 **(copy herewith)**
 - (b) to approve the signing of the minutes as a correct record.
5. **Chairman's Report**

To receive the Chairman's report on events attended on behalf of the Town Council since the previous meeting **(copy herewith)**

6. **Committee Meetings**

To receive and consider the following minutes:

(a) Planning Committee meetings held on 3rd and 16th January 2024 **(copies previously circulated)**

(b) Health, Well-Being and Environment Committee meeting held on 9th January 2024 **(copy herewith)**

(c) Finance & General Purposes Committee meeting held on 18th January 2024 **(copy herewith)**

(d) Staffing Sub-Committee meeting held on 16th January 2024 **(copy herewith)**

7. **Appointed Substitutes for Committees**

Members are reminded that the current appointed substitutes are:

(i) Planning – Cllr M Mordecai

(ii) Health, Well-Being & Environment – Cllr R Clark

(iii) Finance & General Purposes – Cllr K Herlock

Proposal: that Cllr J Leung is added to the substitutes list for Planning and Health, Well-Being and Environment Committees.

8. **Members of Working Parties/Project Groups**

Proposal: **(i)** to appoint Cllrs C May and J Leung as members of the Youth Town Council Working Party, and: **(ii)** to appoint Cllr A Adshead to the Communications Working Party.

9. **Town Council representation on External Bodies**

Further to a presentation from Billericay Cycling Campaign at Health Well-Being and Environment on 9th January, members to consider providing a representative to attend the group's meetings.

10. **Courses and Conferences**

Members to receive details of the following:

(a) a list of forthcoming EALC courses **(herewith)**

(b) BBC are holding a free election briefing on Teams on Thursday 22nd February at 6pm.
Please advise the Town Clerk if you would like to be included.

11. **Exclusion of the Press and Public**

In accordance with s.1 of the Public Bodies (admission to Meetings) Act 1960, to resolve that in view of the confidential nature of the business to be discussed under Item 12 it is in the opinion of the Council advisable in the public interest that the public and press be temporarily excluded and they be instructed to withdraw.

12. High Street Post Office

Members to receive a report and consider appropriate action **(see attached - for Town Councillors only)**

13. Items for Information

(a) Local Council Award Scheme

Further to Town Council 14.12.23 min. 96 which moved the Annual Town Meeting to 4th March 24, a new application will be made in May 2024

(b) Royal Portrait of King Charles III

The Department for Levelling Up, Housing and Communities, wrote to qualifying local authority Chief Executives in November last year, about the publicised free, framed portraits, of His Majesty The King. The letter contained a link to a FAQ document which states that the scheme is being delivered in stages and Town and Parish Councils will be able to apply at a later stage. We will be notified when access to the scheme is available. (information obtained from the National Association of Civic Officers)

14. Consideration for Press Release/Social Media

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

15. 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