



Billericay Town Council

YOUR QUALITY COUNCIL

www.billericaytowncouncil.gov.uk

Chairman: Cllr Mark Thomas

11th January 2024

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** to be held in the **Council Chamber at the Chantry Centre, Chantry Way, Billericay CM11 2AP on Thursday 18th January 2024 at 7pm** when the under mentioned business is proposed to be transacted.

Yours faithfully,

Deborah Tonkiss
Town Clerk

Chairman: Cllr M Mordecai
Vice-Chairman: Cllr R Clark

Councillors: A Adshead, M Dear, M Moore, K Mordecai, M Roessler, G Talbot,
A Talboys, M Thomas, J Tutton

Members are reminded that:

- (i) they should declare an interest, where appropriate, with regard to items on the Agenda (Guidance Note attached)
- (ii) any questions about items in the Financial Reports should be submitted to the Town Clerk in advance of the meeting if possible.

AGENDA

1. **Apologies for absence**
2. **Members to declare an interest with regard to items on the Agenda**
3. **Public participation session with respect to items on the agenda and other matters that are of mutual interest**

Members of the public to be invited to speak on any matters contained within the agenda and which are of mutual interest.

4. **Minutes of the Previous Meeting held on 7th December 2023**

To receive and consider the minutes of the meeting held on Thursday 7th December 2023.
(copy herewith)

5. Financial Report

To receive and consider the following:

(a) Income and Expenditure by Committee 1st April 2023 – 11th January 2024 (herewith)

(b) Payments 1st December 2023 – 11th January 2024 (herewith)

(c) Balance Sheet as at 11th January 2024 (herewith)

6. Youth Town Council

To receive the minutes of the meetings held on 19th December 2023 and 16th January 2024 **(to be circulated when available)**

7. Chantry Centre Operational Management

Members to receive and consider:

(a) Quotations for the provision of cleaning services at Chantry (report attached) from:

(i) Fullfield Facilities Management **(quote herewith)**

(ii) Perfect Cleans **(current supplier – quote provided via email)**

(iii) Procare **(quote herewith)**

(b) an up to date set of key performance indicators (KPIs) for the Centre (herewith)

8. Consideration of Items for Social Media/Press Release

9. Questions from the Press and Public

Those present may ask a question about anything on the Agenda or any other matter that is of mutual interest.

The Public and Press are cordially invited to attend

Please contact the Town Clerk for further information