



Billericay Town Council

YOUR QUALITY COUNCIL

www.billericaytowncouncil.gov.uk

Chairman: Cllr Jim Devlin

7th January 2022

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** to be held in the **Main Hall at the Chantry Centre, Chantry Way, Billericay CM11 2AP on Thursday 13th January 2022 at 7pm** when the under mentioned business is proposed to be transacted.

Yours faithfully,

Deborah Tonkiss
Town Clerk

Chairman: Cllr A Adshead
Vice-Chairman: Cllr M Roessler

Councillors: J Clark, R Clark, M Dear, J Devlin, J Henshaw, M Moore,
G Talbot, A Talboys, M Thomas

Members are reminded that they should declare an interest, where appropriate, with regard to items on the Agenda.

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 2nd December 2021**
To receive and consider the minutes of the meeting held on Thursday 2nd December 2021
(copy herewith)

5. Financial Report

To receive and consider the following:

(a) Income and Expenditure by Committee 1st April – 7th January 2022 (herewith)

(b) Payments 26th November 2021 – 7th January 2022 (herewith)

(c) Balance Sheet as at 7th January 2022 (herewith)

6. Subscription Renewal

Members are advised that the Town Clerk's ALCC (Association of Local Council Clerks) annual membership is now due and are asked to approve the renewal at a cost of £50.00

7. Youth Town Council

To receive and consider the minutes of the meeting held on 7th December 2021 **(copy herewith)**

8. The Chantry Centre

Members to receive and consider the following:

(a) an increase in the hire rate for parties in the Main Hall to £50 per hour effective for bookings made after 1st Jan 2022.

(b) during the Christmas closure period the building was left unlocked from 9pm on 23rd December until 9am on 31st December (although the alarm had been set), and out of hours hirers often leave toilet windows open and fire doors unlocked posing a security risk to the building. Members to consider what measures could be put into place to ensure this does not happen again.

(c) to employ the services of AJA Property Maintenance as an out of hours call out for emergency maintenance issues at a cost of £100 per call out.

(d) to consider a request from the Billericay Dementia Alliance to let them use the Centre free of charge for their meetings **(email herewith)**

9. Chantry Centre Operational Management

Members to receive and consider the following:

(a) an up to date set of key performance indicators (KPIs) for the Centre **(Chantry stats report herewith)**

10. Items for Consideration for Social Media/Press Release

11. 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