

**Minutes of the Town Council meeting  
held in the Main Hall, Chantry Centre, CM11 2AP  
on Thursday 30<sup>th</sup> September 2021 at 7.00 pm**

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

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

**Also in attendance:** the Town Clerk

**50. Apologies for absence**

Cllrs M Dear, M Moore, D Spencer

**51. Declaration of Interest with regard to items on the Agenda**

None.

**52. Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.**

None.

**53. Minutes of the Town Council Meeting held on 29<sup>th</sup> July 2021**

Members (a) received and considered the minutes of the Town Council meeting held on 29<sup>th</sup> July 2021 and (b) approved the signing of the minutes as a true record.

**RESOLVED:** that the minutes of the meeting held on 29<sup>th</sup> July 2021 be approved and adopted.

**54. Chairman's Report**

**RESOLVED:** information noted

**55. Committee Meetings**

Members received and considered the minutes of:

**(a) Planning Committee** meetings held on 10<sup>th</sup> and 24<sup>th</sup> August, 7<sup>th</sup> and 21<sup>st</sup> September 2021. Cllr Devlin presented the minutes and said that as well as considering various planning applications a briefing had been held with an officer from Basildon Borough Council who had explained to members that a lot of things can no longer be objected to, but Basildon does value the Town Council's input into the planning process.

**(b) Health, Well-being and Environment Committee** meeting held on 14<sup>th</sup> September 2021. Cllr K Mordecai presented the minutes and explained that there are issues with some lamp columns for Christmas Lights due to additional CCTV cameras being added to them, and a questionnaire on the future of the public toilet is due to go out for public consultation. The tree wardens have found a location for the Pilgrim 400 apple trees in Great Burstead Churchyard, but members requested that an alternative location in Billericay was also investigated. The Town Clerk said she had an update from Cllr Moore who had spoken to Rev Paul Carr about them being placed in the Community Garden. Rev Carr said that whilst he had no objection to the community garden being used, he could not guarantee that the land would remain as a community garden so it had been agreed to site the trees in Great

Burstead with a plaque denoting that the Town Council had paid for them. Basildon has decided that it is not viable to site a CCTV camera near to Festival Gardens as there is not enough reports of crime in that location to warrant the expenditure.

**(c) Finance & General Purposes Committee** meeting held on 23<sup>rd</sup> September 2021. Cllr Adshead informed members that three grant applications had been approved – Billericay Men's Shed £500, Friends of Lake Meadows £375 and Billericay Parkrun £377. The Youth Town Council are holding elections in October and members are currently speaking to the schools to generate interest. Key statistics for the performance of Chanty are being produced. The Committee is still looking at the best ways to support the Clerks with managing the building and further to the recommendation in Minute 32(b) it was:

**RESOLVED:** that a small core group of councillors provide support to the Clerks with regard to running the building. This is to be comprised of members with relevant skill sets.

Cllr Adshead said that any member who felt they could offer support in some way is to contact the Town Clerk. Discussion took place about management of the building going forward and it has been agreed that this will be kept under regular review via F&GP.

**RESOLVED:** that in all other respects the minutes of all the above Committee meetings are approved and adopted.

#### **56. Vacancy on Health, Well-Being and Environment Committee**

Cllr Clark proposed Cllr M Mordecai. Seconded by Cllr Talbot.

**RESOLVED:** that Cllr M Mordecai is appointed to the Health, Well-Being & Environment Committee

#### **57. Courses and Conferences**

Members received and considered the following:

**(a)** details of the forthcoming EALC online training courses.

**RESOLVED:** information noted

#### **58. Notice of Conclusion of Audit 2020/21**

Members received and considered the report from PKF Littlejohn following their completion of the review of the Annual Return. This notes there were no matters requiring attention.

**RESOLVED:** information noted.

#### **59. Defibrillator for the Chantry Centre**

Cllr Devlin informed members that the Billericay Lions have offered to purchase a defibrillator for the Chantry Centre which would be both an asset to building users and the town. The key code would be kept inside the building and with the ambulance service. It would also be located within sight of a CCTV camera. Following discussion, it was

**RESOLVED:** that the Council accepts the Lion's offer to provide a defibrillator at the Chantry Centre.

**60. Essex Police Community Engagement Group**

Essex Police are looking for representatives across all Essex districts to join a group they are putting together to focus specifically on Crime and Public Protection and the criminal justice process.

**RESOLVED:** that Cllr James Henshaw is the appointed representative for Billericay Town Council

**61. Items for Information**

**(a) Election for Casual Vacancy in East Ward – 14<sup>th</sup> October 2021**

Members received the statement of Persons Nominated which gives details of the three candidates.

**(b) Social Media Health Check**

This was recently undertaken as part of an EALC initiative and the findings were impressive. Cllr Adshead said that the communications working party is currently looking at building an email list to set up the distribution of an e-newsletter.

**(c) Community Special Constables**

It was reported that there are no current applicants for Billericay.

**RESOLVED:** information noted.

**62. Items for Consideration for Press Release/Social Media**

- Defibrillator
- P400 apple trees
- Town Crier going out to residents 1<sup>st</sup> and 2<sup>nd</sup> November

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

None.

The Chairman closed the meeting at 7.58pm

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