

BILLERICAY TOWN COUNCIL

Minutes of the Finance & General Purposes Committee meeting
held remotely via Zoom on Thursday 8th April 2021 at 7.00pm

Chairman: Cllr A Adshead
Vice-Chairman: Cllr M Roessler
Councillors: R Clark, M Dear, J Devlin, M Moore, C Roberts, G Talbot, A Talboys,
J Tutton

Also in attendance the Town Clerk

165. Apologies for absence

Cllr J Clark

166. Declarations of interest with regard to items on the Agenda

None

167. Public Participation session with respect to items on the Agenda

There were none.

168. Minutes of the Finance & GP Committee meeting held on Thursday 4th March 2021

Members received and considered the minutes of the meeting held on Thursday 4th March 2021.

Resolved: that the minutes of the meeting held on 4th March 2021 be approved as a true and accurate record and signed by the Chairman.

169. Financial Report

Members receiving the following;

(a) Income and Expenditure by Committee 1st April 2020 – 31st March 2021

(b) Payments 20th February – 31st March 2021

(c) Balance Sheet as at 31st March 2021

Resolved: that all of the above information be noted.

170. Youth Town Council

In the absence of Cllr Clark the Town Clerk presented the minutes of the meeting held on 9th March 2021. She reported that the Music Night had taken place on Friday 3rd April and was available online for viewing.

Resolved: information noted.

171. The Chantry Centre

Members received and considered the following:

a) Building costs - Update

Cllr Adshead informed members that an agreement has been reached with AW Hardy with regard to utilities and there will be a £580.75 refund on the gas (due to the underfloor heating not being configured correctly) and £862.50 on the electricity (higher rates incurred due to being out of contract). The amount spent so far is £1,993,762 which covers the original feasibility study, demolition, construction and fit out costs. There are costs still to be paid which will bring the total spend to just under £2,000,000. Cllr Adshead said research has shown that 90% of these type of projects go 20% over budget and Cllr Roessler said it was a great achievement to bring the project in within approximately 5% of the original budget and that all those involved are to be commended.

Resolved: information noted.

b) Sign Off Approval of Building Costs

Members were advised that there will be no Liquidated Damages (deductions charged by BTC) and no Loss and Expense (contractor deductions) – i.e. no costs either way between contractor and client. Cllr Adshead does not feel it is worth spending time trying to get more money out of AW Hardy and recommends that once the current snagging list is completed then the final account should be signed off. Cllr Devlin said that AW Hardy have performed exceptionally well and been more than accommodating throughout the build. It is not worth the loss of goodwill that haggling any further would cause. Cllr Adshead agreed that AW Hardy had gone out of their way to build good relationships with local residents and worked to resolve any issues identified.

Cllr Adshead therefore proposed that subject to the current snagging list items being closed that the final account is signed off for £1,736,986. Seconded by Cllr Talbot

Resolved: That the build contract is signed off in the final amount of £1,736,986.

c) New Work Items

Two items are proposed:

(i) Fitting of automatic sensor to the front doors to make them fully automatic so they open when approached. Cost is £937.17.

(ii) Fitting of an infrared received in the hall which will give the option to have full control of the AV system without having to keep going into the back stage store. This would comprise all components of the AV system apart from the lighting. The cost would be up to £750.00

Resolved: that expenditure on the work items identified above are approved.

d) Health and Safety Expenditure

(i) UK Safety Management recently undertook an inspection of the fire extinguishers and this identified additional fire equipment was required along with relevant signage. Cllr Adshead proposed that this is approved in the amount of £815.00. Seconded by Cllr Talboys

Resolved: that expenditure on additional equipment and signage is approved.

(ii) Parking Posts. Further to Health and Safety advice recently received from Basildon Borough Council discussion took place as to the weight of the parking posts which are 18kg at ground height. It was accepted that originally automated bollards had been proposed but rejected due to the cost. The Town Council could look at retrospectively automating them but it would be very expensive. Cllr Roessler proposed that Ingleton Wood are asked for their opinion on this issue and come up with ideas to resolve it.

Resolved: that Ingleton Wood are asked to look at the issue with the posts and come up with a more suitable solution.

172. Consideration of Material for Press Release/Social Media

Nothing at this time.

173. Questions from the Press and Public

Cllr Adshead thanked everyone on the Committee for all their hard work in getting the building up and running including the Clerks. As Cllr Roberts is stepping down from the Council at the election Cllr Adshead thanked him for his service to the Finance & General Purposes Committee.

Cllr A Adshead
Chairman of the Committee

The Vice-Chairman closed the meeting at 7.51pm

Chairman:..... Date: