

BILLERICAY TOWN COUNCIL

Minutes of the Finance & General Purposes Committee meeting
held in the Main Hall, The Chantry Centre, Billericay CM11 2AP
on Thursday 21st April 2022 at 7.00pm

Chairman: Cllr A Adshead
Vice-Chairman: Cllr M Roessler
Councillors: J Devlin, J Henshaw, C May (appointed substitute), M Moore,
A Talboys

Also in attendance: the Town Clerk

86. Apologies for absence

Cllrs J Clark, R Clark, M Dear, G Talbot, M Thomas

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

None

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

None

89. Minutes of the Finance & GP Committee meeting held on 10th March 2022

Members received and considered the minutes of the meeting held on Thursday 10th March 2022

Resolved: that the minutes of the meeting be approved as a true and accurate record and signed by the Chairman.

90. Financial Report

Members receiving and considered the following;

(a) Income and Expenditure by Committee 1st April 2022 – 14th April 2022

(b) Payments 4th March 2022 – 14th April 2022

(c) Balance Sheet as at 14th April 2022

(d) 2021-22 Year End Figures AGAR Form 3 section 2 Accounting Statements

Resolved: all information in the Financial Report is noted

91. Ear Marked Reserves

Recommendation: **(i)** to release the funds remaining in the Chantry Build Fund back into general reserves; **(ii)** to set up a new £20,000 EMR for Chantry Maintenance, and; **(iii)** to release the skatepark EMR back into general reserves

92. Annual Review 2022

Recommendation: that following review the following documents are all approved and adopted by full Council on 5th May 2022:

(i) Risk Assessment incorporating internal controls

(ii) Asset Register

(iii) Terms of Reference

93. Revision and Update of BTC Grant Policy

Cllr Adshead presented the proposed changes to the policy for awarding of grants, so that it would include provision of a Community support scheme to support existing and newly established community groups.

Recommendation: that the Council provides a Community Support Scheme to support existing and newly established community groups as part of the grant policy.

94. Youth Town Council

The Town Clerk presented the minutes of the meetings held on 15th March and 19th April. Members were informed that the Youth Café project in collaboration with Mayflower Rotary is progressing well.

Resolved: information noted

95. The Chantry Centre

Members received and considered:

(a) Noticeboard – a new location had to be identified. The meeting was suspended to allow members to view potential sites outside the building, and following discussion it was:

Resolved: that the noticeboard is sited in the shrub bed behind the boundary wall. The exact location is still to be confirmed but will be in the most suitable position for both access and viewing.

(b) Flagpoles – Cllr Devlin proposed that two flagpoles are erected outside the Chantry Centre. Seconded by Cllr Henshaw. A vote took place and it was:

Resolved: that there will be no flagpoles outside the Centre.

96. Chantry Centre Operational Management

Members received and considered the following:

(a) Key Performance Indicators Report.

Resolved: information noted.

97. Consideration of Material for Press Release/Social Media

- Changes to grant funding policy

98. Questions from the Press and Public

None.

Cllr A Adshead - Chairman of the Committee

The Chairman closed the meeting at 8.09pm

Chairman:..... Date: