

BILLERICAY TOWN COUNCIL

Minutes of the Finance & General Purposes Committee meeting
held in the Council Chamber, The Chantry Centre, Chantry Way, CM11 2AP
on Thursday 9th June 2022 at 7.00pm

Councillors: A Adshead, J Clark, R Clark, M Dear, M Moore, M Mordecai,
M Roessler, A Talboys, M Thomas, J Tutton

Also in attendance the Committee Clerk

In the Chair - Cllr J Clark

1. Election of Chairman

Cllr M Mordecai was proposed by Cllr Adshead and seconded by Cllr Thomas. There being no other nominations it was;

Resolved: That Cllr M Mordecai be elected Chairman of the Committee for the ensuing municipal year.

In the Chair - Cllr M Mordecai

2. Apologies for absence

Cllr G Talbot

3. Appointment of Vice-Chairman

Cllr R Clark was proposed by Cllr Moore and seconded by Cllr Adshead. Cllr Dear was nominated by Cllr J Clark and seconded by Cllr Talboys. A vote took place and it was:

Resolved: That Cllr R Clark be appointed Vice-Chairman of the Committee for the ensuing municipal year.

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

None.

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

None.

6. Minutes of the Finance & General Purposes Committee held on 21st April 2022

Members received and considered the minutes of the meeting held on Thursday 21st April 2022.

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

7. Financial Report

Members received and considered the following:

a) Income and Expenditure by Committee a copy of the accounts from 1st April 2022 to 31st May 2022

b) Payments 15th April 2022 – 31st May 2022

c) Balance Sheet at 31st May 2022

Resolved: that the information contained in the financial reports is noted.

8. Working Parties/Project Groups

Youth Town Council Working Party meeting held on 9th May 2022 - Cllr Clark presented the minutes of the meeting.

Resolved: information noted.

9. Youth Town Council

Members received and considered the minutes of the meetings held on 3rd and 17th May and were verbally informed of the meeting which took place on 7th June.

Resolved: information noted

10. The Chantry Centre

Members received and considered the following:

Lift Maintenance Contract Provider – Cllr M Mordecai had prepared a report explaining why a change of provider was felt necessary. Following discussion it was:

Resolved: that a third quotation is sought for the lift service contract and the subsequent decision is made by the Town Clerk and Chair of F&GP Committee.

11. Chantry Centre Operational Management

Members received and considered the latest key performance indicators for the Centre.

Resolved: information noted.

12. Staff Review

Members were advised that the Town Clerk's annual appraisal had been undertaken and a copy could be viewed in the office upon request. This generated a discussion about staff appraisals and Cllr Moore said that she would propose a review of the process for the next staffing sub-committee meeting.

Resolved: information noted.

13. Items for consideration for Social Media/Press Release

None.

14. Questions from the Press and Public

None.

Cllr M Mordecai
Chairman of the Committee

The Chairman closed the meeting at 7.38pm

Chairman:..... Date: