

**Minutes of the Town Council meeting
held in the Main Hall, Chantry Centre, CM11 2AP
on Thursday 27th January 2022 at 7.00 pm**

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

Councillors: A Adshead, M Dear, J Henshaw, M Moore, C May, K Mordecai, M Mordecai, M Roessler, E Sainsbury, C Smith, D Spencer, G Talbot, M Thomas, J Tutton, D Wakefield

Also in attendance: the Town Clerk

94. Apologies for absence

Cllr L Clark, Cllr R Clark, Cllr A Talboys

95. Declaration of Interest with regard to items on the Agenda

None.

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

None.

97. Minutes of the Town Council Meeting held on 16th December 2021

Members (a) received and considered the minutes of the Town Council meeting held on 16th December 2021 and (b) approved the signing of the minutes as a true record.

RESOLVED: that the minutes of the meeting held on 16th December 2021 be approved and adopted.

98. Chairman's Report

Members received details of events that the Chairman had recently attended. Cllr Devlin informed members that there is currently a boundary check taking place at Basildon Council and although they are unable to move parish boundaries, they can alter the ward boundaries within them. The Town Council will be consulted once the review is completed.

RESOLVED: information noted.

99. Committee Meetings

Members received and considered the minutes of:

(a) Planning Committee – members were reminded that applications were being considered virtually and responded to under delegated powers. Decisions are minuted and made available on the Town Council website.

(b) Health, Well-being and Environment Committee meeting held on 4th January 2022. Cllr Moore, Chairman of the Committee, presented the minutes and informed those present that the Billericay in Bloom working party met recently and it has been decided not to hold the competition again in 2022. This is due to the ongoing pandemic and the Platinum Jubilee event taking priority. Residents will be informed in the next edition of the Town Crier that it will be returning bigger and better in 2023.

Members also considered the following **recommendation** under Minute 74:

“That a working party is formed to look at future options for providing a public convenience”.

RESOLVED: (i) the formation of a Public Facilities working party is approved which will report back to Health, Well-being and Environment Committee, and; (ii) the membership will be comprised of the following councillors: K Mordecai, M Mordecai, C Smith, M Roessler, J Tutton, G Talbot, M Thomas, D Wakefield.

(c) Finance & General Purposes Committee meeting held on 13th January 2022. Cllr Roessler, Vice-Chairman of the Committee presented the minutes and said that further to Minute 69(b) the staffing sub-committee are meeting to put together a job specification for an ad-hoc caretaker for the Chantry Centre. Following discussion about where the responsibility lies it was proposed by Cllr Sainsbury to amend the wording of the resolution as below:

“That the staffing sub-committee meets to put together a job specification for an ad-hoc caretaker, to be presented to full Council for approval *via Finance & General Purposes Committee*”

RESOLVED: that the resolution wording is amended as above.

Cllr Roessler also said that due to hirers not locking the building correctly there will be a meeting with Blakes to see whether something can be done to the mag locks so that a person trying the doors would not be able to open them if they had been left unlocked.

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

100. Re-instatement of Planning Committee Meetings

Following the Government’s lifting of measures under Plan B, the Planning Committee will resume face to face meetings from 8th February. The Chairman also said that all Committee meetings including full Council will return to being held in the Council Chamber.

RESOLVED: information noted.

101. Courses and Conferences

Members received and considered the following:

(a) details of the forthcoming EALC courses in 2022.

(b) to retrospectively approve the attendance of Cllrs May and Tutton at EALC the Climate Crisis Conference held on 27th January 2022

RESOLVED: (i) information noted, and; (ii) that Cllrs May and Tutton are approved to attend the Climate Crisis Conference and that all costs are to be met by the Town Council (LGA 1972 s112)

102. Climate Crisis Conference Feedback

Members received a verbal report from the councillors that had attended this event. Cllr May said he and Cllr Tutton had attended with 72 other participants from across Essex and they had found it both interesting and inspirational. There is a lot of funding available so the Town Council could look at utilising this to implement community projects. Cllr K Mordecai said there are certainly ideas that could go

back to Health, Well-being and Environment for further investigation. Cllr May will circulate all the information from the Conference to members when he receives it.

RESOLVED: information noted

103. Annual Town Meeting 28th April 2022

Members considered and discussed changing the format of this event to encourage more people to attend. It was therefore;

RESOLVED: that community groups are invited to attend and present information about what they do.

104. Formation of a Strategy Steering Group

Cllr Devlin informed members that he was proposing the formation of a strategy steering group to look at the direction that Council should take. This would not be a decision making group, instead it would present reports to Committees and the Council to assist with their decisions. Immediate things that the Council need to look at is obtaining Quality Gold award status – a requirement of which is a 3 year business plan, and the forthcoming devolution of services. Members felt this sounded more like a task and finish group looking at specific pieces of work. Following discussion Cllr Devlin amended his proposal to set up a task and finish group to look at achieving the Quality Gold award.

RESOLVED: That Cllrs J Clark, M Dear and J Devlin meet with both Clerks to work towards achieving Quality Gold status.

105. Items for Consideration for Press Release/Social Media

- Cllr May will provide some wording for Twitter regarding the Climate Crisis Conference

106. Questions from the Press and Public

None

The Chairman closed the meeting at 7.55pm

Cllr Devlin Date.....
Chairman