

BILLERICAY TOWN COUNCIL

Minutes of the Finance & General Purposes Committee meeting
held in the Council Chamber, Chantry Centre, Billericay CM11 2AP
on Thursday 14th July 2022 at 7pm

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

Also in attendance: the Town Clerk

15. Apologies for absence

None.

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

None.

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

None.

18. Minutes of the Finance & GP Committee meeting held on 9th June 2022

Members received and considered the minutes of the meeting held on Thursday 9th June 2022.

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

19. Financial Report

Members receiving and considered the following:

(a) Income and Expenditure by Committee 1st April 2022 – 11th July 2022

(b) Payments 31st May 2022 – 11th July 2022

(c) Balance Sheet as at 11th July 2022

Resolved: all information in the Financial Report is noted.

20. Member's Questions on Financial Transactions

Cllr Mordecai had submitted a paper requesting that where possible members provide any questions regarding the accounts to the Town Clerk in advance so a full response can be prepared which will aid smooth running of the meeting. This would not prohibit questions from being asked during the meeting by either councillors or members of the public and therefore no change of standing orders would be required. Following discussion Cllr Moore proposed this is approved and adopted. Seconded by Cllr R Clark. There were 10 votes FOR and 1 abstention.

Resolved: that questions on items detailed in the Financial Reports are notified to the Town Clerk in advance of the meeting.

21. Youth Town Council

Cllr Clark gave a verbal overview of the minutes of the meetings held on 21st June and 5th July.

Resolved: information noted.

22. IT Equipment

Members received and considered information about changes to the Council’s IT.

(a) Renewal/Replacement of Server

Members considered a report which stated the server was at end of life so either a new one had to be purchased or the Council’s IT could be moved to a Cloud based server. Following discussion, Cllr M Mordecai proposed that a vote was taken. Seconded by Cllr R. Clark. There were 8 votes FOR, 2 AGAINST and 1 abstention. It was therefore:

Resolved: that the Council moves to Microsoft 365 and a cloud based server.

(b) Display Screen in Lobby/Access Control Server

Resolved: that additional information is sought and brought back to the next meeting

23. The Chantry Centre

Members received and considered information detailing the total cost of the project which Cllr Adshead requested be formally recorded in the minutes. Cllr M Mordecai thanked all those involved for their achievement.

Original Budget	£1,900,000	Based on original estimates made prior to initial design
Feasibility Study	£5,955	
Surveys	£11,785	
Site Clearance	£50,357	Demolition of the Chantry Way Day Centre
Squatters Costs (Day Centre)	£8,398	Eviction of squatters / early installation Heras fencing, additional window/door boarding
Architect’s fees	£85,511	
BTC legal costs	£8,015	Land transfers, Mr Green’s Legal costs re:car park, planning applications etc.
Main Constriction	£1,619,440	Original quote
Contract Amendments	£119,497	Changes during construction, requested by architects/builders or BTC
BTC costs	£40,202	Fit out costs
Total Actual Cost	£1,949,160	
Over budget %	2.59%	

Resolved: the above information is noted as a matter of record.

24. Chantry Centre Operational Management
Members received and considered the following:

(a) Key Performance Indicators Report.

Resolved: information noted.

25. Consideration of Material for Press Release/Social Media
Nothing at this time.

26. Questions from the Press and Public
None.

Cllr M Mordecai - Chairman of the Committee

The Chairman closed the meeting at 7.47pm

Chairman:..... Date: