

## BILLERICAY TOWN COUNCIL

Minutes of the Finance & General Purposes Committee meeting  
held in the Council Chamber, Chantry Centre, Billericay CM11 2AP  
on Thursday 3<sup>rd</sup> November 2022 at 7pm

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

Also in attendance: the Town Clerk

**27. Apologies for absence**  
Cllrs M Dear, M Thomas

**28. Declarations of interest with regard to items on the Agenda**  
Cllrs Adshead and Talbot both declared a non-pecuniary interest in Item 11 as they are members of groups that hire the Hall on a regular basis and use the blinds.

**29. Public Participation session with respect to items on the Agenda**  
None.

**30. Minutes of the Finance & GP Committee meeting held on 14<sup>th</sup> July 2022**  
Members received and considered the minutes of the meeting held on Thursday 14<sup>th</sup> July 2022.  
**Resolved:** that the minutes of the meeting be approved as a true and accurate record and signed by the Chairman.

**31. Financial Report**  
Members receiving and considered the following:  
**(a) Income and Expenditure by Committee 1<sup>st</sup> April 2022 – 27<sup>th</sup> October 2022**  
**(b) Payments 12<sup>th</sup> July 2022 – 27<sup>th</sup> October 2022**  
**(c) Balance Sheet as at 27<sup>th</sup> October 2022**

**Resolved:** all information in the Financial Report is noted.

**32. Grant/Donation Requests**

**Resolved: (i)** that Essex & Herts Air Ambulance are awarded a donation of £100, and;  
**(ii)** the Second Buttsbury Browines are not a new group and therefore do not qualify for help with hire charges from the Community Start Up Fund.

**33. Youth Town Council**

Cllr Clark gave an overview of the minutes of the meetings held on 6<sup>th</sup> September, 4<sup>th</sup> and 18<sup>th</sup> October and 1<sup>st</sup> November. She also updated those present on the status of the Youth Café project.

**Resolved:** information noted.

**34. IT Equipment**

Members received and considered further information about updates to the Council's IT systems.

**Resolved:** (i) that the Rialtas Omega and Bookings software does not move to a Cloud based platform, and; (ii) the purchase of a PC to act as a mini server for the access control system, lobby display screen and Rialtas software is approved at a cost of £1,008 exc. VAT.

**35. Town Council Insurance**

**Resolved:** to retrospectively approve the renewal of the Council's insurance policy with Aviva at a cost of £9,603.43.

**36. Annual Review of Financial Regulations**

Members received and considered the Financial Regulations and there were no proposed amendments or changes.

**Resolved:** that the current Financial Regulations are approved and reviewed again in October/November 2023.

**37. The Chantry Centre**

Members considered a report from Cllr Mordecai about the health and safety issues with the blinds in the Main Hall and it was:

**Resolved:** that Brentwood Shutters are contracted to replace all the blinds with a crank system with guides at a total cost of £5,680 inc. VAT.

**38. Chantry Centre Operational Management**

Members received and considered the following:

(a) Key Performance Indicators Report.

**Resolved:** information noted.

**39. Items for Information**

(a) a thank you from Billericay Cine for providing start up funding in 2015

(b) Rialtas Software has been sold to N Harris Computer Corporation

(c) a letter from John Baron MP regarding banking provision in Billericay

**Resolved:** that all the above information is noted.

**40. Consideration of Material for Press Release/Social Media**

- Donation to Essex & Herts Air Ambulance

**26. Questions from the Press and Public**

None.

Cllr M Mordecai - Chairman of the Committee

The Chairman closed the meeting at 7.19pm

Chairman:..... Date: .....