

## BILLERICAY TOWN COUNCIL

Minutes of the Finance & General Purposes Committee meeting  
held in the Council Chamber, Chantry Centre, Billericay CM11 2AP  
on Thursday 20<sup>th</sup> April 2023 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 Committee Clerk

**75. Apologies for absence**

None.

**76. Declarations of interest with regard to items on the Agenda**

None

**77. Public Participation session with respect to items on the Agenda**

None

**78. Minutes of the Finance & GP Committee meeting held on 9<sup>th</sup> March 2023**

Members received and considered the minutes of the meeting held on 9<sup>th</sup> March 2023.

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

**79. Financial Report**

Members receiving and considered the following:

**(a) Income and Expenditure by Committee 1<sup>st</sup> April 2022 – 28<sup>th</sup> February 2023 and 1<sup>st</sup> April 2023 to 13<sup>th</sup> April 2023**

**(b) Payments 1<sup>st</sup> March 2023 – 31<sup>st</sup> March 2023 and 1<sup>st</sup> April 2023 to 13<sup>th</sup> April 2023**

**(c) Balance Sheet as at 13<sup>th</sup> April 2023**

**(d) 2022/23 year end figures for information; AGAR Form 3 Section 2 Accounting Statements 2022/23**

**RESOLVED:** that the information contained in the Financial Report is noted.

**80. Quotations for New Laptops**

Members reviewed and considered a quotation from Sedcom for three new laptops that will enable each member of staff to have their own machine. The disposal of the current hardware was discussed and members were advised that Sedcom would wipe the drives for free.

**RESOLVED: (i)** that the quotation for three new laptops is approved at a cost of £2,192.40; **(ii)** one of the old machines is kept in the office as a spare and the other is sold at a price of £150.00.

**81. Donation Request**

Members considered a request from St John Ambulance Essex for a contribution towards a Community Support Unit vehicle.

Cllr Moore proposed that the Town Council makes a donation of £100. Seconded by Cllr Talbot.

**RESOLVED:** that the Town Council donates £100 towards the Community Support Vehicle for St John Ambulance Essex.

**82. Working Parties/Project Groups**

Members received the following minutes:

(a) Communications Working Party meeting held on 31<sup>st</sup> March 2023.

**RESOLVED:** information noted.

**83. Business Rates Recovery**

Members considered the approach made by a property audit company about recovering business rates paid by the Town Council on a no win no fee basis. Following discussions Cllr Mordecai proposed that the Town Council does not pursue this. Seconded by Cllr Thomas.

**RESOLVED:** that the Town Council takes no further action.

**84. Youth Town Council**

Members received and considered the minutes of the meetings held on 21<sup>st</sup> March and 18<sup>th</sup> April. Cllr Clark informed those present that youth councillors are working with Creative People and Places Basildon regarding summer activities for young people in the town, and a visit has been arranged to the Houses of Parliament in July.

**RESOLVED:** information noted.

**85. Chantry Centre Operational Management**

Members received and considered the following:

(a) an up to date set of key performance indicators for the Centre.

**RESOLVED:** information noted.

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

Nothing at this time.

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

None.

Cllr M Mordecai - Chairman of the Committee

The Chairman closed the meeting at 7.18pm

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