

**Minutes of the Town Council meeting
held in the Council Chamber, Chantry Centre, Chantry Way, CM11 2AP
on Thursday 12th September 2024 at 7pm**

Present: Chairman: Absent
Vice-Chairman: Cllr J Devin

Councillors: A Adshead, R Clark, E Davies, M Dear, S Dickson, K Herlock, C May,
M Moore, K Mordecai, G St Pierre, I Scott, H Stuart, A Talboys, J Tutton

Also present: the Town Clerk

52. Apologies for Absence

Cllrs P Bunyan, M Thomas, G Talbot

53. Members Declarations of Interest with regard to items on the Agenda

None.

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

None.

55. Town Council Minutes

Members **(a)** received and considered the minutes of the Town Council meeting held on 25th July 2024, and **(b)** approved the signing of the minutes as a true record.

RESOLVED: that the minutes of the meeting held on 25th July 2024 be approved and adopted.

56. Chairman's Report

Cllr Thomas had provided a written report informing members of the events he had attended on behalf of the Town Council since the previous meeting.

RESOLVED: information noted.

57. Committee Meetings

(a) Planning Committee

Cllr Tutton, Chair of the Committee, presented the minutes of the meetings held on 6th August, 20th August and 3rd September. Sixteen applications in total had been considered, with two of those objected to. Along with Cllrs Tutton, May and Dickson, a response to the National Planning Policy Framework consultation in respect of forthcoming changes has been produced. This will be considered at the next Planning Committee meeting.

(b) Health, Well-being and Environment Committee

Cllr M Moore, Chair of the Committee, presented the minutes of the meeting held on 27th August 2024.

RECOMMENDATION 1: that approval is granted for expenditure from general reserves of £4,258 to fund additional icicle lights for the Christmas lighting scheme

RECOMMENDATION 2: **(i)** the Annual Town Council meeting in 2025 is moved to 1st May to accommodate the VE-80 Event on 8th May 2025, and; **(ii)** the Events budget for 2025/26 is £5,000

RECOMMENDATION 3: the Town Council purchases three benches for Sun Corner at an approximate cost of £1,155.

RESOLVED: (1) £4,258 is taken from general reserves to cover the additional Christmas Lights in 2024, (2) The Annual Town council meeting is moved to 1st May 2025 and the Events budget for 2025/26 is £5,000, and (3) the Council agrees in principle to fund three new benches on Sun Corner further to obtaining costs for fitting and provision of plaques denoting ownership.

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

58. Notice of Conclusion of Audit 2023/24

RESOLVED: information noted.

59. Annual Renewal of Town Council insurance

RESOLVED: that the Council insures with AJ Gallagher at a cost of £8,000 per annum on a three-year long-term arrangement until September 2027.

60. Remembrance Sunday – 10th November 2024

Members received and considered information that BBC are requesting the Town Council takes over the management of this event. This would require the Town Council being responsible for a three hour event and all participants to include the provision of private security, first aid cover etc.

RESOLVED: (i) Basildon Council are to be notified that there is insufficient time for BTC to manage the 2024 event, and; (ii) this is passed to the Events working party for further investigation.

61. Items for Information

- (a) First Aid training will take place on Friday 13th September from 9am – 4pm at the Chantry Centre
- (b) Annual Civic Service is being held at the Emmanuel Church Laindon Road on Sunday 29th September 2024 at 3pm.
- (c) Business Improvement District – Cllr Devlin gave a verbal update on the project status and informed members that the ballot will take place in November. The document will be circulated to all members by Cllr Devlin and there are Q&A sessions on the BID at the Chantry Centre on 1st October
- (d) it is expected that the Post Office will be operating from the old Coleby's jewellers premises from 4th November.

62. Consideration of Items for Press Release/Social Media

None

63. Questions from the Press and Public

None

The Chairman closed the meeting at 7.50pm

Cllr ThomasDate
Chairman