

BILLERICAY TOWN COUNCIL

Minutes of the Finance & General Purposes Committee meeting
held in the Council Chamber, The Chantry Centre, Chantry Way, CM11 2AP
on Thursday 17th October 2024 at 7.00pm

Chairman: Cllr A Adshead
Vice-Chairman: Cllr R Clark
Councillors: M Dear, G St. Pierre, G Talbot, M Thomas, J Tutton

Also in attendance the Town Clerk

28. Apologies for absence

Cllrs M Moore, K Mordecai, I Scott and A Talboys

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

None.

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

None.

31. Minutes of the Finance & General Purposes Committee held on 11th July 2024

Members received and considered the minutes of the meeting held on Thursday 11th July 2024

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

32. Financial Report

Members received and considered the following:

(a) Income and Expenditure by Committee - copy of the accounts from 1st April 2024 to 10th October 2024

(b) Payments between 3rd July and 10th October 2024

(c) Balance Sheet as at 10th October 2024

RESOLVED: that the information contained in the financial reports is noted.

33. Working Parties/Project Groups

Members received and considered the following minutes:

(a) Communications WP meeting held on 9th August 2024. Cllr Dear presented the minutes and advised members that the Town Crier has now been delivered. A change to the Terms of Reference for the Working Party was considered and it was:

RESOLVED: (i) that Terms of Reference are approved to include responsibility formulation of a marketing strategy to promote the Chantry Centre, and; **(ii)** in all other respects the minutes are approved.

34. Youth Town Council

Members received and considered the minutes of the meetings held on 17th September, 1st October and 15th October 2024. The Town Clerk advised members that she will set up a meeting with the Mayflower headteacher as currently no youth town councillors attend from that school.

RESOLVED: information noted.

35. Chantry Centre Operational Management

Members received and considered the following:

- (a)** automatic doors – members considered a quotation from Record Doors for £834.00 to provide an additional motion sensor to stop issues with the opening and closing function.
- (b)** an up to date set of key performance indicators

RESOLVED: (a) that the quotation is approved **(b)** information noted.

36. Consideration of Items for Social Media/Press Release

37. Questions from the Press and Public

None.

Cllr A Adshead
Chairman of the Committee

The Chairman closed the meeting at 8pm

Chairman:..... Date: