

**Minutes of the Town Council Meeting  
held in the Council Chamber, Chantry Centre, Chantry Way CM11 2AP  
on Thursday 23<sup>rd</sup> March 2023 at 7.00 pm**

**Present:** Chairman: Cllr J Clark  
Vice-Chairman: Absent

**Councillors:** J Devlin, K Herlock, C May, M Moore, K Mordecai, M Roessler, C Smith,  
D Spencer, G Talbot, A Talboys, M Thomas

**Also in attendance:** the Town Clerk

**102. Apologies for absence**

Cllrs A Adshead, L Clark, R Clark, M Dear, M Mordecai, E Sainsbury, J Tutton and  
Borough and County Cllr D R Moore

**103. Declaration of Interest with regard to items on the Agenda**

None

**104. Public Participation Session with respect to items on the agenda and other matters that are of mutual interest**

None.

**105. Minutes of the Town Council Meeting held on 26<sup>th</sup> January 2023**

Members **(a)** received and considered the minutes of the Town Council meeting held on 26<sup>th</sup> January 2023 and **(b)** approved the signing of the minutes as a true record.

**RESOLVED:** that the minutes of the meeting held on 26<sup>th</sup> January 2023 be approved and adopted.

**106. Chairman's Report**

Members received a report from Cllr Clark about her attendance at events on behalf of the Town Council since January 2023. Cllr Clark also informed those present that she would not be standing for re-election as Chairman at the Annual Town Council meeting in May.

**RESOLVED:** information noted.

**107. Committee Meetings**

Members received and considered the minutes of:

**(a) Planning Committee** – Cllr Moore, Vice-Chairman of the Committee presented the minutes of the meetings held on 7<sup>th</sup> and 21<sup>st</sup> February, 7<sup>th</sup> and 21<sup>st</sup> March 2023. There had also been various external events attended by members of Planning Committee. Cllr Devlin informed members that Basildon Council are planning to hold a separate meeting about the local plan for local councillors.

**(b) Health, Well-being and Environment Committee** meeting held on 28<sup>th</sup> February 2023. Cllr Moore, Chairman of the Committee, presented the minutes and informed those present that there will be planting but not hanging baskets in the High Street this summer and a High Street litter pick is being held on 29<sup>th</sup> April prior to the Coronation weekend.

**(c) Finance & General Purposes Committee** meeting held on 9<sup>th</sup> March 2023. In the absence of the Committee's Chairman and Vice-Chairman Cllr M Moore presented the minutes.

**RESOLVED:** that the minutes of the above Committee meetings are approved.

**108. Staffing Sub-Committee**

Member received and considered the minutes of the meetings held on 31<sup>st</sup> January and 15<sup>th</sup> March. Cllr K Mordecai informed members that a caretaker/handyperson has been appointed and will be starting on 3<sup>rd</sup> April 2023.

**RESOLVED:** information noted.

**109. Training Courses**

Members received details of:

**(a)** EALC Training Courses

**(b)** Essex Wildlife Trust – 2023 Wilder Communities. A series of free webinars aimed at local councillors.

**RESOLVED:** that the sessions from Essex Wildlife Trust are further evaluated at Health, Well-Being and Environment Committee

**110. Items for Information**

Members received the following information items:

**(a)** Electoral Review of Basildon Borough

**(b)** SLCC Future of Local Councils Report

**(c)** EALC AGM – 21<sup>st</sup> September 2023 at Colchester Stadium

Cllr Devlin added the following information items:

**(d)** Working Together Commission – report back from meeting held on March 8<sup>th</sup>

**(e)** UK Shared Prosperity Fund – Business Improvement Districts – the feedback from consultants is expected on 27<sup>th</sup> March and will be presented to Town Councillors on a date to be arranged.

**(f)** The EALC have a new HR Consultancy working for their members and are also introducing a free helpline to all staff of member councils.

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

**111. Consideration of Items for Press Release/Social Media**

Nothing at this time

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

None.

The Chairman closed the meeting at 7.25pm

Cllr Clark ..... Date.....  
Chairman