

**Minutes of the Town Council meeting  
held in the Council Chamber, Chantry Centre, Chantry Way, CM11 2AP  
on Thursday 6<sup>th</sup> November 2025 at 7pm**

**Present:** Chairman: Cllr J Devlin  
Vice-Chairman: Cllr M Thomas

**Councillors:** P Bunyan, E Davies, M Dear, M Moore, G St.Pierre, I Scott, H Stuart,  
G Talbot, A Talboys, J Tutton

**Also in attendance:** the Town Clerk

**71. Apologies for Absence**

Cllrs A Adshead, C Butler, R Clark, J Henshaw, K Herlock, B Lammin, C May,  
K Mordecai

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

Cllr Devlin declared a non-pecuniary interest as he is a director of the Business  
Improvement District (BID)

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

None.

**74. Town Council Minutes**

Members **(a)** received and considered the minutes of the Town Council meeting held  
on 25<sup>th</sup> September 2025, and **(b)** approved the signing of the minutes as a true  
record.

**RESOLVED:** that the minutes of the Town Council meeting held on 25<sup>th</sup> September  
2025 be approved and adopted.

**75. Chairman's Report**

Members received a report from Cllr Devlin about events he will be attending on  
behalf of the Town Council. He also thanked Cllr Talbot for his input with regard to  
getting the Christmas lights installed in the High Street.

**RESOLVED:** information noted.

**76. Committee Meetings**

**(a) Planning Committee** - Cllr J Tutton, Vice-Chair of the Committee, presented a  
report from Cllr May about the meetings held on 30<sup>th</sup> September, 14<sup>th</sup> and 28<sup>th</sup>  
October 2025. 36 applications had been considered, 8 of which had been objected  
to. The Committee had also received a briefing from the officer at Basildon Borough  
Council about legislation changes in licensing and the best way to respond to  
applications. Two recommendations were presented:

**(i)** To approve changes to Planning Procedure, and **(ii)** to approve amended Terms  
of Reference.

**RESOLVED:** that **(i)** and **(ii)** are approved and adopted.

**(b) Health, Well-being and Environment Committee** - Cllr M Moore, Chair of the  
Committee, presented the minutes of the meeting held on 21<sup>st</sup> October 2025. She  
advised those present that the Events working party had met with community groups

looking to hold events at Chantry and some good ideas had been presented. The Christmas Lights working party will be looking at working with the BID to enhance the Christmas Lights in 2026. It has been decided that the best place for the British Heart Foundation bench is on Sun Corner and Cllr May has volunteered to help the Open Spaces Society's Essex agent in respect of looking at planning applications and footpath diversions within Billericay.

**(c) Finance & General Purposes Committee** – As the Chair and Vice-Chair of the Committee were both absent Cllr Devlin presented the recommendation.

**RESOLVED:** (i) that the Child Protection and Safeguarding Policy is approved and adopted, and; (ii) that in all other respects the minutes of the above Committee meetings are approved.

**77. Vacancies on Committees**

**RESOLVED:** (i) the three vacancies on Planning Committee are noted, and; (ii) Cllr Davies is appointed to the Christmas Lights and Recreation working parties

**78. Courses and Conferences**

Members received and considered a list of forthcoming training courses from the Essex Association of Local Councils (EALC).

**RESOLVED:** information noted.

**79. Change to Council Meeting Dates**

**RESOLVED:** (i) Finance & General Purposes moves from Thursday 11<sup>th</sup> December to Wednesday 3<sup>rd</sup> December, and; (ii) Full Council moves from Thursday 18<sup>th</sup> December to Thursday 11<sup>th</sup> December.

**80. Items for Information**

**(a) Billericay Permanent Banking Hub** - this will be located in the old Lloyds Bank building and work on site is due to commence shortly.

**(b) Community Safety Wardens** – evidence of need is required for the scheme to go ahead, and the PFCC's office are currently gathering data.

**RESOLVED:** information noted

**81. Consideration for Press Release/Social Media**

- Reporting of crime – either online or via 101
- Remembrance Sunday – Community Litter Pick
- Banking Hub

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

None.

The Chairman closed the meeting at 7.43pm

Cllr Devlin .....Date .....  
Chairman