

**Minutes of the Town Council meeting  
held in the Council Chamber, Chantry Centre, Chantry Way, CM11 2AP  
on Thursday 11<sup>th</sup> December 2025 at 7pm**

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

**Councillors:** A Adshead, R Clark, M Dear, K Herlock, M Moore, K Mordecai, G St.Pierre,  
H Stuart, G Talbot, A Talboys, J Tutton

**Also in attendance:** one member of the public and the Town Clerk

**83. Apologies for Absence**

Cllrs C Butler, E Davies, J Henshaw, B Lammin, C May, I Scott, M Thomas

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

Cllrs Adshead and St. Pierre declared non-pecuniary interests in respect of the Good Companions Club

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

None.

**86. Town Council Minutes**

Members **(a)** received and considered the minutes of the Town Council meeting held on 6<sup>th</sup> November 2025, and **(b)** approved the signing of the minutes as a true record.

**RESOLVED:** that the minutes of the Town Council meeting held on 6<sup>th</sup> November 2025 be approved and adopted.

**87. Chairman's Report**

Members received a report from Cllr Devlin about events he attended on behalf of the Town Council since the last meeting.

**RESOLVED:** information noted.

**88. Committee Meetings**

Members received and considered the following:

**(a) Planning Committee** - Cllr J Tutton, Vice-Chair of the Committee, presented a report on the meetings held on 11<sup>th</sup> and 25<sup>th</sup> November and 9<sup>th</sup> December. 33 applications had been considered of which 9 had been objected to. Two applications for major developments had been responded to and all members were asked to consider joining a sub-group which will be responding to the Local Plan consultation on behalf of the Town Council.

**(b) Health, Well-being and Environment Committee** - Cllr M Moore, Chair of the Committee, presented the minutes of the meeting held on 2<sup>nd</sup> December 2025. She advised those present that the Christmas Lights working party Chair had helped to

arrange removal of the flags on lamp columns during the festive period, that the new High Street planters have been installed and the base for the BHF commemorative bench is due to be laid on 20<sup>th</sup> December.

**Recommendation:** that a transfer of £40,000 from General Reserves to the Garden Refurbishment Ear Marked reserve is approved.

**RESOLVED:** that the transfer of £40,000 from General Reserves to the Garden Refurbishment Ear Marked reserve is approved and actioned.

**(c) Finance & General Purposes Committee** – Cllr Adshead, Chair of the Committee presented the minutes of the meeting held on 3<sup>rd</sup> December 2025. The Good Companions club is being taken over by the Town Council and the club's funds will be transferred and managed via a separate budget line. Cllr Talboys also spoke about the Youth Town Council and their involvement in recent Town events.

**RESOLVED:** that in all other respects the minutes of the above Committee meetings are approved.

#### **89. Estimates and Precept Requirement 2026-27**

Members received and considered the following:

**(a)** the draft budget for 2026-27, and;

**(b)** to approve a 0% increase on the precept for 2026-27 making the precept demand £321,775.17, therefore a Band D property remains at £26.01.

**RESOLVED:** **(i)** that the draft budget is approved and; **(ii)** that the Precept for 2026-27 is set at £321,775.17 and that the precept demand is issued to Basildon Borough Council.

#### **90. Interim Internal Audit**

Members received and considered the following:

**(a)** the interim internal audit report undertaken by Heelis and Lodge on 10<sup>th</sup> November 2025

**(b)** whether to increase the level of fidelity cover to £800,000. Following discussion Cllr Devlin proposed an amendment to defer the decision about fidelity cover until March 2026.

**RESOLVED:** **(a)** information noted, and; **(b)** that the amount of fidelity cover insurance is reviewed in March 2026.

#### **91. Courses and Conferences**

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

**RESOLVED:** information noted.

**92. Items for Information**

Members received the following:

**(a) Billericay Banking Hub** – Cash Access UK have advised there will be a soft-launch on 18<sup>th</sup> December at 11am for invitees. The official opening for the general public will be in mid-January.

**(b) Consultation on the Proposals for the new Unitary Councils** – The Devolution working party responded on behalf of the Town Council on 2<sup>nd</sup> December 2025

**(c) Delay of Mayoral Election for Greater Essex from 2026 to 2028** – on 4<sup>th</sup> December the Government announced they were delaying the elections for newly-created mayors in four more areas (including Essex)

**(d) PSPO Consultation** – BBC is considering variations to the existing Public Spaces Protection Order and is inviting residents to provide feedback via [Have Your Say Today - PSPO Consultation - Community Safety](#). The closing date is 29 December

**RESOLVED:** information noted

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

- Precept
- Good Companions

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

None.

The Chairman closed the meeting at 7.58pm

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