

**Minutes of the Town Council meeting  
held in the Council Chamber, Chantry Centre, Chantry Way, CM11 2AP  
on Thursday 22<sup>nd</sup> January 2026 at 7pm**

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

**Councillors:** A Adshead, P Bunyan, R Clark, E Davies, M Dear, J Henshaw, K Herlock, M Moore, K Mordecai, G Talbot, A Talboys, J Tutton

**Also in attendance:** the Town Clerk

**95. Apologies for Absence**

Cllrs C Butler, B Lammin, C May, G St. Pierre, I Scott, H Stuart

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

None

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

None.

**98. Town Council Minutes**

Members **(a)** received and considered the minutes of the Town Council meeting held on 11<sup>th</sup> December, 2025, and **(b)** approved the signing of the minutes as a true record.

**RESOLVED:** that the minutes of the Town Council meeting held on 11<sup>th</sup> December 2025 be approved and adopted.

**99. Chairman's Report**

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

**RESOLVED:** information noted.

**100. Committee Meetings**

Members received and considered the following:

**(a) Planning Committee** - Cllr J Tutton, Vice-Chair of the Committee, presented minutes from the meeting held on 6<sup>th</sup> January. 3 applications had been considered, 2 were for large-scale development which had been objected to. Cllr May, although unable to be in attendance, had requested that mention is made of the Committee sub-group's herculean efforts for pulling together a quality response to the Regulation 18. Part 3 consultation of the Local Plan. It was proposed that the response is placed on the Town Council's website so that residents can view the Town Council's opinion of the Local Plan.

**RESOLVED:** that the Council's response to the Local Plan goes onto the Council's website and a link is provided from other social media.

**(b) Health, Well-being and Environment Committee** - Cllr M Moore, Chair of the Committee, presented the minutes of the meeting held on 13<sup>th</sup> January 2026. She advised those present that the contract with Amethyst for the High Street planting

has been extended for a further year and enhancements to Jim Shields Garden will be looked at as part of the Festival Gardens redevelopment project.

**(c) Finance & General Purposes Committee** – Cllr Adshead, Chair of the Committee presented the minutes of the meeting held on 15<sup>th</sup> January 2026. The Billericay District Residents Association grant application to fund bleed kits in the town had been deferred for further review. Cllr Mordecai advised that the Billericay Area Committee at Basildon Council has recently awarded the BDRA £2,000 for the provision of two bleed kits but this was subject to suitable locations being identified and a maintenance plan being in place.

Members then considered and discussed a recommendation regarding use of Council reserves to part repay the PWLB borrowing:

**RECOMMENDATION:** To make an early repayment of £224,899.60 which would pay off all of Tranche 4 and in addition 50% of Tranche 1 (which bears the second highest interest rate of 2.89%). This option provides a larger long-term saving, produces higher annual savings and remains fully compliant with the Town Council's policy on reserves. This equates to approximately 19.6% of the outstanding loan and would reduce the annual interest payment by £13,132. Free Reserves would reduce to £112,258, leaving unallocated General Reserves of £235,258.

Cllr Dear requested a recorded vote.

**FOR:** Cllrs Adshead, Bunyan, Clark, Davies, Devlin, Henshaw, Herlock, Moore, Mordecai, Talbot, Talboys, Thomas, Tutton

**AGAINST:** Cllr Dear

**RESOLVED:** that the Town Council repays £224,899 (on today's figures) of the Public Works Loan Board loan.

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

#### **101. Courses and Conferences**

Members received and considered the following:

- (a) (i) a report on a new training organisation – CouncilWise
- (ii) a list of forthcoming courses offered by CouncilWise

(b) a list of forthcoming courses offered by the EALC

(c) to approve the attendance of the Office Administrator on the following courses from CouncilWise (i) Navigating the Planning System 19<sup>th</sup> February - £112.50, and; (ii) Clerk's Foundation Essentials 5<sup>th</sup> March - £90.

**RESOLVED:** (i) that the information on CouncilWise and their offered courses are noted (ii) that the EALC courses are noted, and; (iii) that the Office Administrator's training course attendance is approved and all expenses are met under LGA 1972 s.11.

#### **102. Schedule of Meetings 2026-27**

Members received and considered a list of meeting dates for the forthcoming municipal year 2026- 27.

**RESOLVED:** information noted

**103. Community Open Day – Friday 6<sup>th</sup> March 2026**

Members were reminded that help is needed for setting up at 9am and for engagement with residents during the event which runs from 10am until 2pm. It was suggested that the office starts publicising this on the Council's social media.

**RESOLVED:** information noted.

**104. Items for Information**

Members received the following:

- (a) Billericay Banking Hub** – the High Street hub is now fully operational.
- (b) Consultation on Hate Crime Policy from Basildon Borough Council** – the closing date for responses is 16<sup>th</sup> February 2026.

**RESOLVED:** information noted

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

- Town Council's response to the Local Plan
- Community Open Day – 6<sup>th</sup> March 2026

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

None.

The Chairman closed the meeting at 8.11pm

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