

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 15th January 2026 at 7.00pm

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

Also in attendance the Town Clerk

60. Apologies for absence

Cllr C Butler, M Dear, A Talboys

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

None.

62. Public Participation session with respect to items on the agenda and other matters that are of mutual interest

Cllr Thomas declared a non-pecuniary interest in Agenda Item 7 as he is a member of the BDRA.

63. Minutes of the Finance & General Purposes Committee held on 3rd December 2025

Members received and considered the minutes of the meeting held on Wednesday 3rd December 2025.

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

64. Financial Report

Members received and considered the following:

(a) Income and Expenditure by Committee a copy of the accounts from 1st April 2025 to 8th January 2026

(b) Payments 1st April 2025 – 8th January 2026

(c) Balance Sheet as at 8th January 2026

(d) renewal of the Town Clerk's Society of Local Council Clerk's annual membership at a cost of £442.00

RESOLVED: (i) financial report noted, and; (ii) that the Town Clerk's SLCC membership renewal is approved.

65. Donation Request

Members received and considered a request from Essex and Herts Air Ambulance for a donation towards their work in the county. Cllr Thomas proposed that a donation of £250 is made. Seconded by Cllr Adshead.

RESOLVED: that a donation of £250 is made on behalf of Billericay Town Council.

66. Grant Application

Members received and considered an application for £500 from the Billericay District Residents Association towards a bleed kit mounted on the outside wall of the Chantry Centre. Following discussion it was:

RESOLVED: that the Town Clerk investigates the full costings of a bleed kit and reports back at the next F&GP meeting.

67. Youth Town Council

Members received and considered the minutes from the meetings held on 16th December 2025 and 6th January 2026. Cllr St. Pierre advised members that there are now 18 youth town councillors.

RESOLVED: information noted.

68. Proposal from BarNBus Christian Charity

Members received and considered a proposal for the Town Council to fund a youth worker (either full or part time) who would be focused on the youth of Billericay.

RESOLVED: that a representative from BarNBus attends a meeting with town councillors to discuss the proposal further before a decision regarding funding is made at the next meeting.

69. PWLB Repayment of Principal

Members considered a proposal that the Council makes an early partial repayment against the PWLB borrowings with 3 options presented; **(1)** Pay off £151,528 of the PWLB loan saving approx. £8,844 annually; **(2)** Pay off £244,899 of the PWLB loan saving £13,132 annually; **(3)** do nothing – no change to annual repayment.

Cllr Mordecai proposed that the Town Council pays off the maximum amount and therefore Option 2 should be recommended to Council. Seconded by Cllr Clark.

RECOMMENDATION: that the Town Council pays off £224,899 of the PWLB loan resulting in an ongoing annual saving on the total loan repayment of £13,132.

70. Annual Review 2026

Members reviewed the following documents:

(a) Risk Assessment incorporating internal controls

(b) Asset Register

(c) Terms of Reference for F&GP Committee

RESOLVED: that all of the above are approved and adopted.

71. Citizen and Young Citizen of the Year 2026

At F&GP 23.1.25 min.60 it was proposed that the competition format be reviewed in 2026. Following discussion it was:

RESOLVED: that the Events working party deal with this going forward.

72. Items for Information

Members received the following information.

(a) Financial Services Compensation Scheme (FSCS) – on 1st December 2025 this was increased from £85,000 to £120,000.

RESOLVED: information noted

73. Items for consideration for Social Media/Press Release

- Donation to Essex & Herts Air Ambulance

74. Questions from the Press and Public

None.

Cllr A Adshead
Chairman of the Committee

The Chairman closed the meeting at 7.36pm

Chairman:..... Date: