

## 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 16<sup>th</sup> April 2026 at 7.00pm

**Chairman:** Cllr A Adshead  
**Vice-Chairman:** Cllr R Clark  
**Councillors:** M Dear, K Mordecai, G Talbot, A Talboys, M Thomas, J Tutton

Also in attendance the Town Clerk

**89. Apologies for absence**

Cllrs C Butler, G St.Pierre

**90. Declarations of interest with regard to items on the Agenda**

None.

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

None.

**92. Minutes of the Finance & General Purposes Committee held on 5<sup>th</sup> March 2026**

Members received and considered the minutes of the meeting held on Thursday 5<sup>th</sup> March 2026.

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

**93. Financial Report**

Members received and considered the following:

**(a) Income and Expenditure by Committee** a copy of the accounts from 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2026

**(b) Payments** 27<sup>th</sup> February 2026 to 31<sup>st</sup> March 2026

**(c) Balance Sheet** as at 31<sup>st</sup> March 2026

**(d) Unaudited Accounting Statements for 2025/26**

**RESOLVED:** that the financial reports are noted.

**94. Working Parties/Project Groups**

Members received and considered the following minutes:

**(a) Communications Working Party held on 23<sup>rd</sup> March 2026.** Cllr Dear advised members that the edition currently being prepared is a combined Town Crier and Annual Report which will be distributed mid-May. She thanked Cllr Adshead for proofreading the edition.

**RECOMMENDATION:** that the minutes are approved.

**95. Youth Town Council**

Members received and considered the minutes from meetings held on 3<sup>rd</sup> March and 17<sup>th</sup> March 2026. Cllr Talboys advised that funding has been received from the Police, Fire and Crime Commissioner's office for a gazebo to use when promoting the Essex Youth Safety Booklet and the outcome of a further application to Round Table for funding to print the booklets is awaited.

**RESOLVED:** information noted.

**96. Chantry Centre Operational Management**

Members received and considered the following:

**(a) Private Office Space for the Town Clerk.** Members considered various options as to how this could be achieved. The original plans for Chantry included a stud wall and door frame in the council office, but there is also the potential to expand the size of the office by going out into the unused part of the lobby area. Following discussion it was:

**RESOLVED:** (i) that a private office space is made available for the Town Clerk, and; (ii) Cllr Clark will work with the Town Clerk to obtain quotations for both of the above options.

**(b) Harry's Bar Car Park for Chantry Hirers Use.** Cllr Thomas proposed that the Council approaches Harry's Bar management to see whether an agreement could be reached about Chantry Centre evening hirers using their car park.

**RESOLVED:** that an approach is made to Harry's Bar about evening use of the car park by Chantry hirers.

**(c) Lift Refurbishment.** Future Lift Services are due to start work on 11<sup>th</sup> May 2026.

**RESOLVED:** information noted.

**97. F&GP Future Projects**

Members considered and discussed a list of potential projects for the Committee and it was:

**RECOMMENDATION:** that a task and finish project group is established to investigate the feasibility of live streaming/filming Council meetings.

Remaining suggestions were (i) leasing car parks from Basildon Borough Council; (ii) public toilets; (iii) taking over Lake Meadows swimming pool; (iv) leasing Lake Meadows park.

**RESOLVED:** that all the above will be revisited in the future under Local Government reorganisation (LGR).

**98. Items for consideration for Social Media/Press Release**

Nothing at this time.

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

None.

Cllr A Adshead  
Chairman of the Committee

The Chairman closed the meeting at 7.34pm

Chairman:..... Date: .....