



AGENDA

EXTRAORDINARY MEETING OF THE COMMUNITY ASSETS COMMITTEE

Convened Under Standing Order 6a

To be convened: Tuesday 17 May 2022

Time: 12.00pm

Place of meeting: Chigwell Council Parish Offices, Hainault Road, Chigwell, IG7 6QZ

Members are hereby **SUMMONED** to attend the above meeting
to transact the following business.

Members are respectfully reminded that each item of business should be carefully
examined, with any pecuniary and non-pecuniary interests duly declared.

Members to be present:

Cllr Lisa Skingsley Morgan (Chair)

Cllr Rochelle Hodds (Vice Chair)

Cllr Celina Jefcoate

Cllr Renu Phull

Cllr Naveed Akhtar

**Members of the press and public are invited to attend this meeting. Photographing,
recording, broadcasting or transmitting the proceedings may take place**

Cllr. Celina Jefcoate
Chair of Chigwell Parish Council

Date: 12th May 2022

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members must declare any Interest or Disclosable Pecuniary Interest which they may have
in any of the items under consideration at this meeting. See notes at the end of the Agenda.

3. MINUTES

Confirm the minutes of the previous meeting held 5th April 2022 (Appendix 1)

4. PUBLIC PARTICIPATION

To receive representations from any member of the public in attendance.

Order Note: Public Participation is conducted in accordance with Standing Orders to a maximum allotted time of fifteen minutes. Individual speakers are limited to three minutes under Order 3(g) or at the discretion of the presiding Chair. District and County Councillors may also make representations at this time

5. COMMUNICATIONS/CORRESPONDENCE

RECEIVE any communications/correspondences that is relevant to this committee.

NOTE: Any Member wishing to have a communication brought to the attention of the Committee should give prior notification to the Chair

6. CHAIRPERSON'S REPORT/UPDATE (Appendix 2)

7. OPEN SPACES/CEMETERY/ALLOTMENTS REPORT (to be tabled)

8. COMMUNITY CONSULTATION – Barnaby Way Wooden bollards

In October 2020, the now defunct Management committee approved the installation of bollards along the grassed area, adjacent to Barnaby Way. To **RECEIVE** a report on the results from the Chairperson, on the new consultation taken in May 2022, then **CONSIDER** and **APPROVE** an appropriate course of action

9. ESSEX WILDLIFE TRUST – Habitat Enhancement & Management Plan Update

Essex Wildlife Trust have been engaged to produce a Habitat Enhancement & Management Plan for Courtland Drive meadow, the wooded brook and Grove Lane paddock. **RECEIVE** an update on the progress of this project.

10. REPLACEMENT BENCHES – Brook Way/Barnaby Way

DISCUSS the proposals for replace the benches sited at the area of land bordered by Brook Way/Barnaby Way, then **CONSIDER** and **APPROVE** an appropriate course of action.

11. **CEMETERY OFFICE BUILDING and GATE UPDATE** **RECEIVE** an update on the Cemetery office building and gate insurance claim, then **CONSIDER** and **APPROVE** an appropriate course of action.

12. VICTORY HALL/MEMBER'S CLUB

RECEIVE an advisory on the existing Wi-Fi services at Victory Hall/Member's Club and Installing a PA system into VH, along with the breaking and entering into the rear garden. Then **CONSIDER** and **APPROVE** an appropriate course of action.

13. BUS SHELTER PROJECT

RECEIVE an update on the project and proposals to install a replacement Bus shelter at Romford Road.

14. VOLUNTEER LITTER PICK EVENTS

Members are reminded that at the previous meeting it was agreed the scheduling of litter pick events would be delegated to the respective Ward Councillors. Members are asked

to CONSIDER and CONFIRM the scheduling for this event and any other associated arrangements.

15. PARISH OFFICE - re-decoration project

RECEIVE an update on this project, to redecorate the Parish Offices. Members are asked to **CONSIDER** and **APPROVE** course of action.

16. LITTER PICKER/MAINTENANCE PERSON

To **RECEIVE** an update on the progress of this matter.

17. CAR PARK BEHIND PARISH OFFICE

To **RECEIVE** an update on vehicles parking overnight, a proposed Amazon or similar collection/delivery point, EV changing stations. Members are asked to **CONSIDER** and **APPROVE** a course of action.

18. DATE OF NEXT MEETING

Councillors are asked to note that in the exercise of their functions, they must take note of the following: equal opportunities; crime and disorder; human rights; health and safety and biodiversity

Notes on Declarations of Interest

Members with a disclosable pecuniary interest in an item should withdraw from the room while that item is being considered. Members should also leave the room if their continued presence is not compatible with the Council's Code of Conduct or the Seven Principles of Public Life.

The disclosure must include the nature of the interest. If you become aware during meeting of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.

A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter.

It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should be regarded as a Disclosable Pecuniary Interest. Members are advised to seek the advice of the Monitoring Officer well before the meeting if needed.