

VH Boiler

Works are commencing on 29 October

Additional Mast on Station Green

An approach has been made regarding a possible additional mast on Station Green. A trial hole will need to be dug to assess feasibility before any elevations can be provided. Officer discussions are ongoing to avoid disruption of events planned on the Green. Once elevations are available they will come before Full Council

Works at 177 High Road

Officers have been monitoring and reporting unlawful closure of Brook Mews to ECC

Parish Buses

The sale of the second bus to ECC is in abeyance while the Parish continues to await the payment of the insurance settlement fee of the first. An alternative buyer may be recommended.

Unknown Male

The Council have received an equity from the Metropolitan Police in relation to the historical death and burial of an unknown male. Cemetery records were provided by the Clerk which were considered very helpful to their investigation

Election

The election is being held on 6th Nov. Polling cards are not normally issued for Parish elections but can be requested. The majority of the Council resolved not to request that the Electoral Office issue polling cards due to the impact on the election cost to residents. The estimate for this by-election is around £14,200 with poll cards although it may increase depending on the Royal Mail costs associated with the return of postal packs. Without the poll cards the costs are around £5800 again subject to Royal Mail costs returning postal votes. A virement will be needed once we know the exact costs

Parish Sign

The Chigwell Row Parish sign on the Maypole needs extensive repairs/replacement at a cost of £4-5K. There is a substantial risk a new sign will be damaged by traffic as has everything else placed on the land previously. Officers are looking at alternatives including relocating the Chigwell Row sign to a less dangerous area. District Councillors have been engaged to assist. A proposal will be brought to Full Council if a feasible alternative can be identified and costed

Employment Matters

- Training records are being updated and uploaded centrally
- Interviews for Clerk are ongoing with second interviews starting next week
- Other employment matters are on the agenda

Fire Risk Assessment

A fire risk assessment was completed on 17 April but had not been acted on until recently. The necessary tasks, though few, have now been assigned to the right staff members and are being addressed. The lack of PAT testing, ongoing Legionella testing, gas safety certificates and electrical reports was highlighted in the fire RA and these have now been carried out. The boiler in VH was condemned as a result

Health and Safety Assessment

Worknest carried out a site wide risk assessment. The Clerk is reviewing the Worknest portal actions and very overdue tasks, resetting due dates and allocating the relevant staff.

Storage at Victory Hall

The majority of items have been removed. These included the backdrop curtain which revealed a damaged back wall. Due to a wedding booking staff removed the remaining wood covering and replaced the backdrop material

Request for a JR

The Royal Courts of Justice has advised that the matter has been prepared to be considered and waiting for a Judge to determine. They advise the Court have limited Judges as they are currently in the vacation period (ends 1 October) and that the matter will be allocated to a suitable Judge as soon as one becomes available.

Costs of burials

Rob has received training in shoring at the recommendation of the H&S Officer. The RFO has booked both Rob and Sam have been booked on ICCM Memorial Management training in November. Interim findings by the ICCM after their visit indicate that staff training is inadequate. Both Sam and Rob are required to do COTS training and this will be booked. This includes shoring training as part of the cemetery operators training

Grave capping

Digging of recent grave a coffin was found at a depth higher than that recorded in the Register of Graves. This meant the grave had to be capped with concrete to seal the existing coffin. The original burial and record keeping was done by EFDC and the Registrar has been tasked with pursuing them for the cost of the capping by the Parish

Parking Arrangement in VH car park

The project manager in charge of facia remodelling works at Claremont Place has contacted the council asking if a minimum of 18 spaces (one per flat) can be made available to residents for 30 weeks in VH car park. Officers are investigating the logistics, assessing the impact and what costs may be chargeable for the use of land. Council has delegated authority to officers to consider the feasibility and revenue potential of this and agree or not and correspondence is ongoing