

**CHIGWELL PARISH COUNCIL
CHAIR'S REPORT (MAY–JUNE 2026)**

Meeting Date: 25 June 2026

1. Training

All Councillors are reminded to complete outstanding training, including the core Councillor training course where applicable. Members are also encouraged to review the range of training opportunities available via the EALC website and notify the Clerk of any courses of interest to support ongoing development.

2. Parish Representation

The Chair and Cllr Lisa Morgan attended the retirement event of Reverend Charlie Kostla on 24 May 2026. At the time of writing, a successor has not yet been confirmed. However, it is understood that the provisional date for the Parish Christmas Lights switch-on (5 December 2026) has been noted, ensuring continuity with the incoming clergy.

The Parish Council extended its appreciation to Reverend Kostla through a website update and formal well wishes on behalf of the community.

Rotary Club Engagement

A meeting with the Rotary Club is scheduled for September to discuss the potential reinstatement of the May Fayre on Station Green for next year. The principal challenge identified is the availability of volunteers to assist with the physical setup and dismantling of infrastructure. Given the long-standing importance of this event to the Parish, Councillors are invited to consider and propose solutions to support its continuation.

CROAD's Theatre Group

The Chair attended the CROAD's Taster Workshop on 20 June 2026, aimed at recruiting participants for their forthcoming production of *Beauty and the Beast*. Discussions are ongoing regarding their use of the Village Hall, and further updates will be provided in due course.

3. Staffing Matters – Leave and TOIL

Requests for staff leave and Time Off in Lieu (TOIL) were reviewed and approved by the Chair and Vice-Chair. These approvals considered additional workload pressures, including preparations for the internal audit, alongside urgent personal circumstances.

4. Chair's Meetings and Engagement

On 27 May 2026, the Chair met with the Clerk (Jason) to receive an initial briefing following appointment.

The Chair proposes to:

- Hold informal introductory meetings with all members of staff to better understand operational roles and responsibilities.
- Undertake visits to Parish-managed sites to gain further insight into service delivery. Councillors are welcome to attend these visits, with arrangements to be coordinated accordingly.

5. Passenger Transport

An Essex County Council Passenger Transport engagement meeting will take place on 24 June 2026 in Chelmsford. Councillors are invited to express interest in attending.

This meeting presents an opportunity to raise ongoing concerns regarding limited public transport connectivity within the Parish, particularly affecting residents without access to private vehicles, given the geographical spread of wards.

6. Forward Plan – July 2026

Key priorities for the coming month are as follows:

- Completion of introductory meetings with all staff
- Site visits across the Parish
- Attendance at key community events and functions to promote the Parish Council
- Completion of the Clerk's six-month appraisal (due 12 July 2026)

Prepared by:

Cllr Debby Rye

Chair of Chigwell Parish Council