

CHIGWELL PARISH COUNCIL
BUSINESS CASE – OFFICER REPORT TO FULL COUNCIL

Meeting Date: 23 July 2026

Subject: Chigwell Parish Council (CPC) EMR 210- Preservation of Chigwell Fund

Members to **REVIEW and APPROVE** the expenditure (the final cost for legal fees) incurred on this project

Background:

Minute Ref: FC193/25 - LEGAL MATTERS Members NOTED that stage 2 work was completed and APPROVE payment and associated movements from Reserves (Confidential Appendix 3)

Minute Ref: FC208/25-Full Council approved EMR reserves for 2026/27

Minute Ref: FC242/25 - LEGAL MATTERS Members received an update from officers regarding ongoing legal matters and AGREED to pay the fee for legal costs as previously agreed at the Extraordinary Meeting of 22 May 2025 (Minute 010/25). It was AGREED that the matter of clarification of final costs breakdown was delegated to the Clerk and RFO for consideration and referral to the Finance & Governance Committee for their recommendation to Full Council (Confidential Appendix 3)

Budget 210
£35,000

Actual & Committed spend
£5,936.50

Remaining Budget
£29,063.50

Date	Ref	FY	EMR Cost Code 210	Net	VAT	Total	Description	Bank						
19.06.2026	4073	2026-2027	EMR - Preservation of Chigwell Fi	£1,500.00	£300.00	£1,800.00	Final cost to close stage 2	Unity Current	ONLIN	Paid	25	FC193/25/PO 3625/FC242/	18.06.2026	Leigh Day
19.06.2026	4073	2026-2027	EMR - Preservation of Chigwell Fi	£646.00	£0.00	£646.00	Final cost to close stage 2	Unity Current	ONLIN	Paid	25	FC193/25/PO 3625/FC242/	18.06.2026	Leigh Day
19.06.2026	4073	2026-2027	EMR - Preservation of Chigwell Fi	£3,352.50	£0.00	£3,352.50	Final cost to close stage 2	Unity Current	ONLIN	Paid	25	FC193/25/PO 3625/FC242/	18.06.2026	Leigh Day
19.06.2026	4073	2026-2027	EMR - Preservation of Chigwell Fi	£438.00	£0.00	£438.00	Final cost to close stage 2	Unity Current	ONLIN	Paid	25	FC193/25/PO 3625/FC242/	18.06.2026	Leigh Day
				£	5,936.50	£	300.00	£	6,236.50					