



MEETING OF THE FULL COUNCIL

To be convened: Thursday 21st September 2023

Time: 7.00 pm

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 Rashni Chahal Holden (Chair)

Cllr Elliott Costa (Vice Chair)

Cllr Rochelle Hodds

Cllr Tes Gaffar

Cllr Sayed Raza

Cllr Naveed Akhtar

Cllr Celina Jefcoate

Cllr Renu Phull

Cllr Pranav Bhanot

Cllr Lisa Skingsley Morgan

Cllr Faiza Rizvi

Members of the press and public are invited to attend this meeting. Members of the Public and Councillors are asked to note that in accordance with Standing Orders 3 (i) and the Local Government Transparency Code 2015, photographing, recording, broadcasting, transmitting or otherwise reporting the proceeding of a meeting may take place.

Olga Linkeviciene

Acting Proper Officer

Date: 14 September 2023

FULL COUNCIL AGENDA

16.APOLOGIES FOR ABSENCE

17.DECLARATIONS OF INTEREST

Members are asked to 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

18.Non-Attendance by Councillor for Six Months

To **CONSIDER** a reason for the potential failure of Councillor P Bhanot (Appendix 18 Report to Full Council) and **AGREE** an appropriate course of action.

19.MINUTES

To **RECEIVE** and **CONFIRM** the minutes of the previous meeting on 18th May 2023, 23rd May 2023, 26th June 2023, and 3rd August 2023.

20.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.

21.CHAIR'S UPDATE

Chair of Council and Chair or Vice of Committees to **PROVIDE** an **UPDATE**.

22. BT contract👉

To **RECEIVE** proposal of updated contract and **AGREE** an appropriate course of action (Appendix FC22)

23. DISABLED PLAY NEW EQUIPMENT ON STATION GREEN👉

To **RECEIVE** THREE QUOTES, **CONSIDER** the recommendations of the Chair of Community Assets and **AGREE** an appropriate course of action (Appendix FC23)

24. SEESAW on Station Green H&S EMERGENCY MATTERS

To **RECEIVE** an update from staff and **AGREE** an appropriate course of action (APPENDIX FC24)

25. VICTORY HALL – KITCHEN REPLACEMENT👉

To **CONSIDER** the recommendations of the Chair of Community Assets and **AGREE** an appropriate course of action (APPENDIX FC25)

26. INTERNAL AUDIT 2023/24👉

To **CONSIDER** and **AGREE** an appropriate course of action (APPENDIX FC26)

- 27. INTERNAL AUDIT 2022/23** 🙌
To **REVIEW** the QUOTE and **APPROVE** an appropriate course of action (APPENDIX FC27)
- 28. KKTL/TELECOMS** 🙌
To **CONSIDER** THE PROPOSAL and **AGREE** an appropriate course of action (APPENDIX FC28)
- 29. ASSETS REGISTER MATTERS** 🙌
To **CONSIDER** and **AGREE** an appropriate course of action (APPENDIX FC29)
- 30. HEALTH AND SAFETY EMERGENCY MATTERS**
A. To **RECEIVE** an UPDATE from staff and **AGREE** an appropriate course of action (APPENDIX FC30.A)
B. To **RECEIVE** QUOTES for FIRE ALARM SYSTEM costs from Storage to Office and **AGREE** an appropriate course of action (APPENDIX FC30.B)
- 31. FINANCE MATTERS**
To **RECEIVE** an UPDATE from staff and **AGREE** an appropriate course of action (APPENDIX FC31)
- 32. St Mary's Church Matters** 🙌
To **CONSIDER** THE PROPOSAL/Letter and **AGREE** an appropriate course of action (APPENDIX FC32)
- 33. CCTV HIGH STREET CAMERAS** 🙌
To **CONSIDER** the recommendations of the Chair of Community Assets and **AGREE** an appropriate course of action (APPENDIX FC33)
- 34. WORKNEST MATTERS** 🙌
To **RECEIVE** an UPDATE from staff and **AGREE** an appropriate course of action (APPENDIX FC34)
- 35. Chigwell Parish Council staff training and other MATTERS** 🙌
To **CONSIDER** the recommendations of the Chair of Community Assets and **AGREE** on any next actions (APPENDIX FC35)
To **CONSIDER** other matters of the staff
- 36. ITEMS TO BE BROUGHT FORWARD TO THE NEXT MEETING OR ITEMS FOR DISCUSSION THAT DO NOT REQUIRE A DECISION TO BE MADE**
- 37. DATE OF THE NEXT MEETING**

Notes on Declarations of Interest

Members with a disclosable pecuniary interest in an item to 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 Clerk well before the meeting as it may be necessary to refer the matter to the Monitoring Officer for a decision.

 **Indicates Councillors are expected to make a decision (within the remit of the committee)**