



MEETING OF THE FULL COUNCIL

To be convened: Tuesday **23 January 2024**

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: 17 January 2024

FULL COUNCIL AGENDA

1. APOLOGIES FOR ABSENCE

2. 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.

3. MINUTES 🖐️

To **RECEIVE** and **CONFIRM** the minutes of the previous meeting on 23rd May 2023, 26th June 2023, and 30th November 2023

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. FINANCE 🖐️

5.1 Councillors to discuss and agree the recommendations of F&G regarding proposed increases to charges for the Cemetery, Allotments, and the Victory Hall.

5.2 Councillors to discuss and agree EMRs for 2024/25.

5.3 Councillors to discuss and agree the DRAFT 2024/25 Budget as recommended by F&G and the Precept.

5.4 Councillors to discuss and agree the selection of a CCTV provider for CPC based on the Budget 2024-2025 (15k upgrade and 10k new CCTV project).

5.5 Councillors to note that the Internal Audit for 2023/2024 will be carried-out by Heelis & Lodge on 26 01 2024.

5.6 Councillors to discuss and agree the recommendations of F&G regarding virements for the FY2023/2024 Q1&Q2.

5.7 Councillors to discuss and agree the list of expenditure for Cemetery.

6. VICTORY HALL HEALTH AND SAFETY MATTERS 🖐️

6.1 Councillors to note that the meeting with regular users – CROADS has been held on 12 01 2024.

6.2 Councillors to discuss and agree the recommendation from CAC (in conjunction with H&S Officer) that the Victory Hall be closed from 01 02 2024-31 03 2024 in accordance with Fire Risk Assessment.

6.3 Councillors to discuss and agree that on completion of Investigative work and precautionary asbestos sampling, contractors are engaged for rectification works to the electricity supply and lighting.

6.4 Councillors to discuss and agree whether works to the kitchen, main hall floor and windows also take place during the proposed closure period.

6.5 Councillors to discuss and agree the oversight processes for any works carried-out during the closure period.

6.6 Councillors to discuss and agree the selection for a quotation following a CCTV survey carried out by Dyno-Rod on 21st September 2023

7. CEMETERY MATTERS 🖐️

Councillors to discuss the Vehicle Business Plan prepared, as requested, by the Open Spaces Team and to agree a course of action.

8. STREET LIGHTING 🖐️

Councillors to discuss and agree Street Lighting for The Winter months.

9. ITEMS TO BE BROUGHT FORWARD TO THE NEXT MEETING OR ITEMS FOR DISCUSSION THAT DO NOT REQUIRE A DECISION TO BE MADE

10. DATE OF THE NEXT MEETING

11. EXCLUSION OF THE PUBLIC AND THE PRESS 🖐️

In the event that the agenda contains items where the public interest in maintaining confidentiality may outweigh the public interest in the item being made public, to CONSIDER the following motion to be proposed by the Chair:

“That the public and the press be excluded from the meeting, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed.”

12. Cemetery & Open Spaces 🖐️

Councillors to receive an update on matters relating to the Open Spaces Team and to agree an appropriate course of action.

13. Employment Matters 🖐️

Councillors to discuss and AGREE a course of action for the employment matter.

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 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)**