



**EXTRAORDINARY MEETING OF THE
COMMUNITY ASSETS COMMITTEE**
Convened Under Standing Order 6C

To be convened: Thursday 6th July 2023

Time: 12pm

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.

Councillor Members to be present:

Cllr Lisa Skingsley Morgan

Cllr Tes Gaffar

Cllr Naveed Akhtar

Cllr Rochelle Hodds

Cllr Renu Phull

Non Councillor Members to be present:

Scott Donovan

Debby Rye

Christine Fuchs

**Members of the press and public are invited to attend this meeting.
Photographing, recording, broadcasting or transmitting the proceedings may
take place**

Lisa Skingsley Morgan

Chair of Community Assets Committee.

Friday 30 June

AGENDA

CAC37.23 RECORDING OF MEETINGS 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. The Clerk to ask Members of the Public to declare if they are recording.

CAC38.23 APOLOGIES FOR ABSENCE To report apologies and Council to vote on the acceptance of apologies & their submitted reasons.

CAC39.23 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.

CAC40.23 MINUTES To receive and confirm the minutes of the meeting held 11 May 2023

CAC41.23 PUBLIC PARTICIPATION

To **NOTE** any representations made by members of the public there is a time limit of 3 minutes per speaker (unless there is only one speaker when the limit is 5 minutes); no more than 15 minutes shall be allocated to this item except at the discretion of the Chairman of the Meeting.

CAC42.23 BENCHES ON LIMES FARM –

To CONSIDER a request for benches on LIMES FARM estate.

CAC43.23 VICTORY HALL FLOOR –

To RECEIVE an UPDATE from Open spaces manager on need for repair on floor in the hall

CAC44.23 VICTORY HALL KITCHEN -

To CONSIDER 3 x quotes for fitting of a new kitchen and AGREE an appropriate course of action

CAC45.23 CEMETERY FURNITURE UPDATE –

To RECEIVE an UPDATE from Open spaces manager, with a schedule for completion of works – Agreed 06/22. To include blinds agreed **11/22**

CAC46.23 LITTERPICKER –

To RECEIVE an update on groundsman/litterpicker job

CAC47.23 EMERGENCY EXPENDITURE –

To APPROVE various emergency spends on behalf of CAC – Accounts department to supply details



CAC48.23 HALL HIRE

To CONSIDER and APPROVE all relevant documentation associated with the Hiring of the Halls – Accounts department to supply

CAC49.23 ALLOTMENT UPDATE

To RECEIVE an update from staff

CAC50.23 WIFI & PA SYSTEM –

To RECEIVE an update from staff on the Wifi & PA system for VH. Agreed 03/22

CAC51.23 DISABILITY PLAY EQUIPMENT

To RECEIVE an UPDATE from staff.

CAC52.23 BUS SHELTER

To RECEIVE an UPDATE from staff.

CAC53.23 CHRISTMAS LIGHTS

To RECEIVE an UPDATE from staff and APPROVE a course of action

CAC54.23 PLAYGROUND EQUIPMENT

To RECEIVE an UPDATE from staff on visit to LF

CAC55.23 PARISH OFFICE ALARM SYSTEM

To CONSIDER 3 x quotes for ALARM SYSTEM and AGREE an appropriate course

CAC56.23 VISIT FOR COUNCILLORS & STAFF TO ATTEND CEMETERY & OPEN SPACES –

To ARRANGE a time and date to visit sites

CAC57.23 PEST CONTROL

To CONSIDER the quotes for a monthly inspection and inclusive pest control service and AGREE an appropriate course or action

CAC58.23 MAYPOLE TRIANGLE

To CONSIDER the plan to level area and reseed and AGREE an appropriate course of action

CAC59.23 GARDENING WORKING GROUP

To DISCUSSING the setting up of a working group to improve the grounds of VH & CH and AGREE an appropriate course of action

CAC60.23 DATE OF NEXT MEETING



Councillors are asked to note that in the exercise of their functions, they must take note of the following: equal opportunities; crime and disorder; human rights; health and safety and biodiversity

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 Monitoring Officer well before the meeting if needed.

Councillors are asked to note that in the exercise of their functions, they must take note of the following: equal opportunities; crime and disorder; human rights; health and safety and biodiversity