



## MEETING OF THE FULL COUNCIL

To be convened: Thursday 3rd August 2023

Time: 6.00pm

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: 25 July 2023

## **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 18<sup>th</sup> May 2023 and the 26<sup>th</sup> June 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. CHAIR'S UPDATE**

Chair of Council and Chair or Vice of Committee's to provide an update

### **6. COUNCILLORS ALLOWANCE**

To review and provide a decision on increasing the allowance for Chair and Chair of Committee's

### **7. APPLICATION FOR VICTORY HALL TO HAVE A LICENCE FOR WORSHIP**

To discuss whether Victory Hall should apply for a licence to Worship and to agree next steps

### **8. INTERNAL CONTROLS EXERCISE FOR FINANCIAL YEAR Q1 23/24**

To appoint two Councillors to undertake Internal controls exercise for the financial Year Q1 23/24

### **9. UTILITY CONTRACT**

To receive costings and a recommendation from Finance and Governance Committee for an energy supplier. Discuss the recommendation and agree on next steps.

#### **10. BOOKING PROCESS FOR VICTORY HALL**

To agree on the process for taking bookings at Victory Hall

#### **11. DISABLED PLAY EQUIPMENT ON STATION GREEN**

Discuss the proposal for Disabled Play Equipment and agree on next course of action

#### **12. MATTERS STILL TO BE DEFFERED**

Polices that were not received at the Annual Council Meeting

#### **13. EXCLUSION OF THE PUBLIC AND THE PRESS**

In the event that the Agenda contains Exempt (blue) pages, to **CONSIDER** the following motion to be proposed by the Chairman:

*“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.”*

#### **14. CONFIDENTIAL ITEMS**

##### **EMPLOYMENT MATTERS**

Update on Employment Matters and agree on any next actions

#### **15. 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.