



**EXTRAORDINARY MEETING OF THE
FULL COUNCIL**

**Called Under Section 6a of the Standing Orders
by the Chair of the Council**

Date: Tuesday 26 March 2024

Time: 7:30pm

Location: 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 Celina Jefcoate

Cllr Rochelle Hodds

Cllr Faiza Rivzi

Cllr Naveed Akhtar

Cllr. Elliot Costa (Vice Chair)

Cllr Syed Raza

Cllr Lisa Skingsley Morgan

Cllr Renu Phull

Cllr Tes Gaffar

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.

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

Olga Linkeviciene

Acting Proper Officer

Date: 21 March 2024

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 meeting held 23 January and 19 March 2024 (Appendix 1 and 2)

4. PUBLIC PARTICIPATION

There is a time limit of 2 minutes per speaker (unless there is only one speaker when the limit is 3 minutes); no more than 15 minutes shall be allocated to this item except at the discretion of the Chairman of the Meeting.

5. SUSPENSION OF FINANCIAL REGULATIONS 🖐️

Members to consider the suspension of the requirement of the Standing Orders that three quotes are provided for Item 6 and 7. It is **PROPOSED** this requirement is suspended under clause 11.1(b) of the Standing Orders, namely that these goods are proprietary to Teleshore/the supplier has already been approved and this is a variation to an existing agreement.

6. REPLACEMENT SHORING FOR THE CEMETERY 🖐️

The current shoring used to support earth as graves are dug in the cemetery is in urgent need of replacement. The product is proprietary to Teleshore. Cemetery and Open Spaces staff have specified the replacement shoring necessary (Appendix 3) and it is **PROPOSED** the Council purchase the goods specified from the named supplier.

7. NEW VEHICLE FOR OPEN SPACES 🖐️

Open Spaces staff have proposed and council has agreed to leave a Renault electric van for a period of 36 months. It is proving more cost effective (for both initial payment and monthly fees) to lease the same vehicle for 24 months. it is **PROPOSED** the Council purchase the goods specified from the previously agreed supplier under a revised 24 month contract (which excludes maintenance and roadside assistance as the vehicle is under warranty and the supplier cannot offer an EV servicing package) (Appendix 4)

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

Handover to a newly elected Council

All Councillors will be reminded of the need to prepare a full handover of all their works, projects, correspondence with residents, etc for the Clerk by 30 April 2024, even if they are standing for re-election (unless they are unopposed).

9. DATE OF THE NEXT MEETING

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.

Members are asked to **NOTE** that if a planning issue is for discussion at both Parish and District level and Councillors sit on both authorities it should be made clear that the Councillor/s will reconsider the matter at District level, taking into account all relevant evidence and representations at the District level.

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.



Indicates a decision is to be made (within the remit of the Council)