



**MEETING OF THE
COMMUNITY ASSETS COMMITTEE**

To be convened: **Thursday, 24 April 2025**

Time: **12 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 summoned to attend:

Cllr L Morgan (Chair)

Cllr D Rye

Cllr O Ali

Cllr R Hodds (Vice Chair)

Cllr L Clarke

Representative members:

Sam Warren

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 or transmitting the proceedings 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.

Cllr Lisa Morgan

Acting Proper Officers

Cllr Elliott Costa

Date: 16 April 2025

AGENDA

149.24 APOLOGIES FOR ABSENCE

150.24 OTHER ABSENCES

151.24 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.

152.24 MINUTES The minutes of the previous meeting held on 06 March 2025 for **APPROVAL** should be considered (Appendix 1).

153.24 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.

154.24 COUNCILLORS REPORTS - To **RECEIVE** reports for Cllrs

155.24 ALL SITE CARPARKS - To **RECEIVE** an update on CAC138/24 from the Open Spaces Supervisor.

156.24 Chigwell Parish Ward Signs – To receive an update on CAC139/24 from the Open Spaces supervisor regarding:

- A. Chigwell Row
- B. Community Hub
- c. Froghall Lane

To **AGREE on** an appropriate course of action.

157.24 FINANCIAL TRANSACTIONS – To **REVIEW** the proposed community asset expenditures report for March and **APPROVE** if appropriate (Appendix 2).

158.24 GUTTERING/DOWNPipes – To receive an update on CAC141/24 from the Open Spaces Supervisor and **AGREE** on an appropriate course of action

159.24 EXTERNAL WALLS – To receive an update on CAC142/24 from the Open Spaces Supervisor and **AGREE** on an appropriate course of action.

160.24 BILLY GOAT LEAF VACCUM – To receive an update on CAC143/24 from the Open Spaces Supervisor and **AGREE** on an appropriate course of action.

161.24 CEMETERY NOTICE BOARDS – To receive updates on CAC144/24 from staff and/or the Open Spaces Supervisor and **AGREE** on an appropriate course of action.

162.24 SOIL BOX – To receive an update on CAC145/24 from the Open Spaces Supervisor and **AGREE** on an appropriate course of action.

163.24 CHRISTMAS LIGHT – To receive an update from the Open Spaces Supervisor and **AGREE** on an appropriate course of action.

- A. Christmas Tree Lights on Station Green
- B. ECC PERMITS FOR STREET LIGHTS IN Chigwell Row and Grange Hill.

164.24 CEMETERY MATTERS – To **CONSIDER** matters regarding:

- A. Cemetery perimeter security
- B. A report on the faulty automated Cemetery Gates
- C. Man Down system for staff security
- D. Proposal to reduce paper usage in the Cemetery Offices

and **AGREE** on an appropriate course of action.

165.24 Parish Main Office Matter – To **CONSIDER** a proposal for a countertop dishwasher, new crockery and hot drinks supplies for the Parish Office and **AGREE** on an appropriate course of action.

166.24 ITEMS TO BE BROUGHT FORWARD TO THE NEXT MEETING OR ITEMS FOR DISCUSSION THAT DO NOT REQUIRE A DECISION TO BE MADE
167.24 DATE OF 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.

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.