



**MEETING OF THE
COMMUNITY SERVICES AND ASSETS COMMITTEE**

Date: Thursday 24 September 2026

Time: 4.00pm

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 L Morgan (Chair)
Cllr R Hodds (Vice Chair)
Cllr O Ali
Cllr L Clark
Cllr J Braha

Clerk to the Council: Jason Selvarajah MSc

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

Jason Selvarajah MSc

Clerk and Proper Officer to Chigwell Parish Council

Date: 18 September 2026

COMMUNITY SERVICE AND ASSETS COMMITTEE AGENDA

1. APOLOGIES FOR ABSENCE

To receive and **AGREE** to accept any apologies for absence

2. ANY OTHER ABSENCE

To **NOTE** any other absence

3. 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 revised notes at the end of the agenda

4. MINUTES

To approve, as a true record, the meetings of the Council were held on 30 July 2026 ([Appendix 1](#))

5. 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

6. CHRISTMAS LIGHTS

Members to **NOTE** the officer report and **AGREE** appropriate course of action regarding recommendations therein ([Appendix 2](#))

7. COMMUNITY SPEED WATCH

Members to **NOTE** the officer report on Community Speedwatch and **AGREE** appropriate course of action regarding recommendations therein ([Appendix 3](#))

8. BIODIVERSITY AREAS

Members to **NOTE** the existing biodiversity policy and **AGREE** appropriate course of action ([Appendix 4](#))

9. COMMUNITY HUB CLEANING STANDARDS

Members to **NOTE** the officer report on report and **AGREE** appropriate course of action regarding recommendations therein ([Appendix 5](#))

10. RESIDENT REPORTING SYSTEM

Members to **NOTE** the officer report on report and **AGREE** appropriate course of action regarding recommendations therein ([Appendix 6](#))

11. TREE SURVEY REVIEW

Members to **NOTE** the officer report on report and **AGREE** appropriate course of action regarding recommendations therein ([Appendix 7](#))

12. UPDATE FROM THE CLERK

Members to **NOTE** the Clerk's Report. Owing to the scheduling of meetings on the same day, the report is substantially the same as that presented to Full Council. The report is provided to this Committee for information only, with any decisions arising from the report to be considered by Full Council later that day ([Appendix 8](#))

13. MATTERS TO BE BROUGHT FORWARD OR FOR DISCUSSION WITH NO DECISION

14. DATE OF THE NEXT MEETING

Members to **DISCUSS** and **AGREE** during meeting.

15. 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.”

Notes on Declarations of Interest

Members with a Disclosable Pecuniary Interest (DPI) in any item of business must disclose the nature of that interest and withdraw from the meeting room for the duration of the consideration of that item.

Members should also withdraw from the meeting where their continued presence would be inconsistent with the Council's Code of Conduct or the Seven Principles of Public Life.

The disclosure must include the nature of the interest. If, during the course of the meeting, a Member becomes aware of an interest that has not previously been declared under this agenda item, it must be declared immediately.

Members may remain in the meeting and participate fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial where a reasonable member of the public, with knowledge of the relevant facts, would regard the interest as so significant that it is likely to prejudice the Member's judgement of the public interest, particularly where the matter relates to a financial or regulatory issue.

It is not practical to provide detailed advice during the meeting on whether a personal interest should be declared or whether such an interest constitutes a Disclosable Pecuniary Interest. Members are therefore strongly advised to seek guidance from the Monitoring Officer well in advance of the meeting where clarification is required.