



MINUTES OF THE COMMUNITY SERVICE COMMITTEE

Date: Wednesday, 15 January 2025

Time: 6:30 pm

Location: Chigwell Council Parish Offices, Hainault Road, Chigwell, IG7 6QZ

The meeting started at 6:30 pm

Present: Cllrs Debby Rye (Vice Chair), Osman Ali, Tosin Amuludun and Cllr L Morgan

Representative members:

Cemetery and Open Space Supervisor Sam Warren

One member of the public (MOP)

Recording of Meeting: Cllr D Rye

The meeting finished at 7:30 pm

86.25 APOLOGIES FOR ABSENCE – Cllr Braha

87.25 OTHER ABSENCES – Cllr Aradeon

88.25 DECLARATIONS OF INTEREST - Cllr Morgan, with regards to 93.25

89.25 MINUTES - 3.9.25 & 3.12.25 signed by Cllr Rye (November Minutes deferred).

90.25 PUBLIC PARTICIPATION – A MOP was present but declined to speak.

91.25 COUNCILLORS REPORT –

Cllr Rye & Cllr Ali reported that they attended the Cllr surgery held on 4.1.25. It was quiet, but library staff stated that just after Christmas was always quiet. Cllr Ali/Rye spoke to residents about getting CCTV quotes and various other items.

92.25 Matters for report arising from the minutes - None

93.25 Street Furniture – Oak Lodge Avenue Defibrillator and housing unit matter -

Cllr Rye has spoken to Christine, the Chair of CRA and outlined the proposal for CRA to invoice the parish for the defibrillator box. She is happy with the proposal but needs a meeting with parish to ensure that the procedure is correct. She will be taking the proposal to CRA committee and also requesting they agree to donating some money towards the cost, with the understanding that CRA may have their name attached to the donation.

94.25 INPOST UPDATE – Deferred until next meeting.

95.25 VICTORY HALL MATTERS

A. The progress on the kitchen replacement –

SW stated that he and Cllr Braha are in the process of acquiring another two quotations, which will go to full council to decide and agree.

B. To hear from Cllr D Rye and Cllr J Braha the updated report on the meeting with Victory Hall regular hirers:

Cllr Rye has had a meeting with CROADS, who were invited back to rehearse at VH. They were informed about the discounted rate for long-term hirers (not being able to use the kitchen). CROADS were happy about this arrangement for the time being. They returned to VH on 8.1.25.

Cllr Braha met with the Seniors Club – report deferred until next month.

Cllr Rye has spoken to L Moir regarding getting a new kitchen put into the Community Hub. She stated that she may be able to get a grant from EFDC towards the costs. Cllr Morgan stated that this item will be coming to Full Council on 16.1.25 and be attended by EFDC members.

Cllr Rye stated that this Friday, she will be having a meeting with the Friday prayer group with IRFO. A discussion took place as to regarding the use of the hall through Ramadan, which Cllr Rye will bring up at their meeting.

C. Consider CPC IT's proposal to conduct a survey on the internet (Wi-Fi) for CH – The update on the survey needs to be deferred as this was being dealt with by Admin staff. SW stated that the company WPRG are looking upgrade their phone mast on Station Green. It will be raised from 15 metres to 20 metres. This is currently going through the process of planning with EFDC. A discussion took place over the planning application.

Cllr Morgan suggested the WiFi should be extended to VH as well as the CH.

Other Items not listed –

SW – the fitness equipment from station Green has been in storage at the cemetery since August and he wanted to know if it could be disposed of. Cllr Rye stated that we were waiting for the company to advise whether they could repair it or whether we could dispose of it without incurring any charges as the equipment was theirs. SW stated that he had spoken to the company, and they would not repair it because of the age. Cllr L Morgan stated that it needed to come off the asset register if it was agreed to dispose of the equipment. It will need to be put on the CAC agenda. It was suggested by Cllr D Rye that if we are able to dispose of the equipment, which also includes a seesaw, that we should consider selling it for scrap.

SW – CCTV quotes received by SW and Cllr J Braha and original company sent quote but only for maintenance. SW & Cllr J Braha to speak to the company again to see if a hybrid quote can be obtained.

SW – The Caretaker will be leaving on 31st January, and a new member of staff will be starting on the 3rd of February. He is concerned that there is a burial on the 5th of February, and new member of staff will have had no training on how to shore a grave, and there needs to be two competent people with training. Cllr E Costa (personnel) was informed of this and SW is waiting to hear the outcome of this. The solution would be to continue working with Caretaker for the time being. A discussion took place as to the role Caretaker is supposed to do and what he actually does and all the other tasks he does for the parish. Cllr requested that Cllr L Morgan, as chair, take SW comments on board. Cllr L Morgan declared an interest as she went to school with Caretaker over 40 years ago. A discussion then took place on the forthcoming budgets.

96.25 ITEMS TO BE BROUGHT FORWARD TO THE NEXT MEETING OR ITEMS FOR DISCUSSION THAT DO NOT REQUIRE A DECISION TO BE MADE – CCTV, VH kitchen, WPRG mast, fitness equipment and seesaw (return/disposal of), Impost update, DR's update from the prayer group.

97.25 DATE OF NEXT MEETING - Wednesday 12th February 2025 at 18:30

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.



Indicates Councillors are expected to make a decision (within the remit of the committee)