

Loughton Town Council

At the start of the meeting, a minute's silence will be held in memory of former councillor Michael Sellears, who passed away on 21st September 2008.

Agenda

1 Apologies for Absence

To receive any apologies for absence.

2 Confirmation of Minutes

To confirm the minutes of the meeting of the Council held on 9th July 2008.

3 Public Representations

To adjourn the meeting to hear any representations from members of the public who have registered a request to address the Council in accordance with Standing Order no. 4.3(d).

4 Declarations of Interest

For Councillors to declare any personal and/or prejudicial interest in any items on the Agenda.

5 Guest Speaker

Mr David Sellings, the recently appointed Town Centres Officer at Epping Forest District Council, has been invited to address the council on his new role.

6 Questions Without Discussion

To answer any questions which have been submitted in accordance with Standing Order no. 7.2.

7 Town Mayor's Engagements and Announcements

The Town Mayor will report on any events he has attended to represent the Town Council.

8 Matters for Report

To report any further significant information on matters which have been previously discussed, in addition to those which may already be included on the agenda.

9 Reports from Members on Outside Organisations

9.1 To receive brief reports from representatives on outside organisations.

Council representatives on outside organisations are requested to make a written report, which is attached to the agenda, on meetings which they have attended. A verbal report can be made on meetings attended within ten days of the Council meeting.

The following reports have been received:

Parish Public Transport Group meeting – Cllr C C Pond

Broadway NAP – Cllr T G Owen

Waste Management Stakeholders Group Meeting – Cllr Wixley

Debden Tenants' Panel Meeting – Cllr Wixley

Epping Forest Tree Wardens Open Meeting – Cllr Wixley

* See attached reports (pages 3 – 5).

A report on a meeting of the Forest Forum on 23rd July 2008 attended by Cllr Pewsey was reported to the Environment and Heritage Committee – Agenda item EH16 – Min no. EH29 on 3rd September 2008.

9.2 West Essex Forum

The Forum comprises all County Councillors with electoral divisions in the Brentwood Borough, Epping Forest, Harlow and Uttlesford Districts, the Leader and Chief Executive or their nominee from each Borough/District Council and representatives from the Essex Association of Local councils, one parish representative from each District, Hospitals and Primary Care Groups/Trusts, Police, Fire and Councils for Voluntary Services. The meetings of the Forum are open to the public and press and are held every two months usually at the Ongar Adult Community College.

The most recent meeting on 11th September 2008 was attended by Cllr C C Pond and the Town Clerk and a brief report together with a copy of the Forum's Terms of Reference is provided on pages 3 – 4. Essex County Council is keen that in future the agendas are set by the parish and town councils so that the matters discussed are on issues of importance to the local communities.

The Council is asked if it wishes to

- i suggest items for future agendas of the Forum
- ii formalise its attendance at the Forum meetings.

10 Reports from Committees

10.1 Planning and Licensing

Held on 30th June, 14th, 28th July, 18th August, 1st, 15th and 29th September 2008.

10.2 Recreation

Held on 23rd July 2008.

10.3 Environment and Heritage

Held on 3rd September 2008.

10.4 Resources and General Services

Held on 24th September 2008.

11 Reference from Resources and General Services Committee – Min. no. RG28

- * At a meeting of the Resources and General Services Committee on 25th June 2008 the Committee agreed to increase the total amount of grant funding available for Christmas lights to £8,000. A revised budget was subsequently drawn up for the meeting on 24th September 2008 with no change in the precept and the Council is asked for its formal approval. (See pages 6 – 7).

12 Members' Expenses

To agree for the purpose of paying expenses the attendance of Cllrs C P Pond and Wixley at the Greens and Commons course in Dunmow on 24th October 2008 and Cllr Wixley at the Law and Procedures and Roles and Responsibilities courses in Dunmow on 16th and 21st October 2008.

**Enid K Walsh
TOWN CLERK**

Agenda item 9

9.1 Reports from Members on Outside Organisations

Report of the Parish Public Transport Group meeting – May 2008

There was not much of interest to Loughton. Most of the discussion centred on the deletion of the Romford-Passingford-Bridge/Ongar route by commercial operator, Arriva. A replacement route had been arranged with TFL between Romford and Passingford Bridge only, at 90-min headways, weekdays only. I raised the subjects of the Debden bus terminus (Vere Rd etc) and of Central Line ticketing, but there was no news to report. After the meeting, I visited Debden with Peter Bradley (TFL), which was a useful exercise - at least he knows the problem on the ground.

Cllr C C Pond

Report of the Broadway NAP meeting held at BP Station on Thursday 21st August 2008.

Meeting chaired by NSO Daywood

6 Members present

Items discussed:

- Rat run from Ibbotson Path / Barrington Rd. PCSOs are doing ongoing checks. There was also discussion about parked cars at Barrington Green, and at the slip road beside the Winston Churchill.
- Youth nuisance at the Spinney had been noted. PCSOs are keeping watch.
- College rep reported on the progress of the new college building. Induction starts Wednesday and the new principal, Peter Saddler, is keen that the community should be invited to see the new building.
- College rep said that open evening meetings would be arranged to invite the police and councillors to meet students.
- The college rep also said that any misbehaviour by students should be reported as zero tolerance approach is to continue.
- It was reported that there had been complaints about youth nuisance at the rear of Woolworths.
- Parking problems have been reported at Pyrles Lane. Police are doing spot checks and home owners have been spoken to.
- It was noted that some funding had been received for a youth club at Debden Park High School (this was for equipment) and that volunteers were required to help run the club.
- Volunteers are also required to assist PCSO Toye at Murray Hall Youth Club.
- There was some discussion regarding St. Mary's "drop in" open on Friday evenings.
- Youth nuisance reports for area behind Pyrles Lane shops.
- Graffiti nuisance at Oakwood Hill. This has appeared in the last few weeks. Cllr T G Owen

The next meeting is to be arranged. Venue to be agreed.

Cllr T G Owen

Waste Management Stakeholders Group Meeting – 24th July 2008

Minutes of this meeting, which was attended by fellow Town Councillors Peter House, Stephen Pewsey and Rod Barrett are available from the office for any councillor wishing to see them.

The minutes are comprehensive so I will just mention items which I think are of particular interest.

Household battery recycling six month trial had resulted in 6 tonnes of batteries being collected from Harlow and Epping Forest District Council. The scheme had been popular with residents. Alternative methods of collection were discussed and it is hoped that battery recycling can become permanent.

Efforts are being made to increase recycling facilities for flats and schools.

Street cleansing schedules are being reorganised and councillors should receive an information pack on this during the autumn.

A company called Redcorn has been awarded the contract to deal with abandoned vehicles.

I think my fellow councillors will agree that, although some street cleansing problems persist, this was another positive meeting of this group and that progress is being made.

Next meeting 14th October 2008.

Cllr Wixley

Debden Tenants' Panel Meeting 8th September 2008

This was a lively meeting attended, amongst others, by my fellow Town Councillors Brookes, Davies, Owen, Richardson and Epping Forest District Councillor Turpin.

The meeting was chaired by Richard Jones (Epping Forest District Council Tenant Participation Officer). Mr Burrett from the Housing Department was also present as well as a number of tenants.

P C Garwood gave a lengthy report referring to various problems such as anti-social behaviour and theft from vehicles in Debden. Knife arches had been set up but had shown that knife crime was not a problem in Debden. Action would be taken against known drug dealers. When Epping Forest College reopens there would be a joint operation with the Transport Police. It was agreed that Neighbourhood Action Panel meetings needed greater publicity.

Other issues raised: Bus stop location at Burton/Vere Roads, parking problems in Ladyfields, street cleansing issues.

The Broadway Regeneration proposals were discussed and it was generally agreed that the consultation process had been inadequate. The threat to build on Debden greens was also discussed.

Next meeting 1st December 2008

Cllr Wixley

Epping Forest Tree Wardens Open Meeting 9th September 2008

The meeting was chaired by Paul Hewitt (Epping Forest District Council's Countryside Manager and Tree Warden Co-ordinator)

Several new tree wardens attended the meeting. Topics included the Training and Events Programme 2008/09, the Veteran Tree Hunt update and feedback from tree wardens.

Andy Lederer (Epping Forest District Council) was introduced to the meeting and has responsibility (on behalf of Essex County Council) for street trees within the Epping Forest district.

The Veteran Tree Survey has to date (September 2008) resulted in 2119 trees being recorded on the database with 91 of these in Loughton. A visit to Loughton is planned for October/November 2008 to look for trees which may not yet be recorded, in particular some impressive trees in Debden's green spaces.

The meeting ended with a talk by Chris Neilan (Epping Forest District Council Landscape Officer and Arboriculturist) who explained the system that he had developed for giving trees a monetary value. He called his system CAVAT (Capital Asset Value for Amenity Trees) and, while it may be of interest in its own right, it could have a practical application in the event of insurance claims. The talk concluded outside the Epping Forest District Council offices with a practical lesson on two trees of how to use the CAVAT system.

Next meeting 11th February 2009

Cllr Wixley

9.2 West Essex Forum

Terms of Reference

To reflect their consultative role, forums have an advisory capacity. A forum may submit reports on matters of concern locally to the cabinet, overview and scrutiny committees or the Council as appropriate. Forums will:-

- a Discuss current issues, initiatives and developments relating to the delivery of the Essex Works Vision in the Area.
- b Discuss items of concern in the area.
- c Discuss with representatives of other local organisations matters of interest in the area.
- d Discuss community strategies.

Report of the meeting held on 11th September 2008

The meeting was not well attended on this occasion. Presentations were received on the following topics:

- 1 Highways and Transportation Updates
Richard Gravatt, Passenger Transport Strategy Manager at ECC, gave a talk on the work to develop the Accessibility Planning Strategy, a required part of the Local Transport Plan, which aims to improve access to four key service amenity groups (health, education, employment and food shopping).
- 2 Road Safety
Katie Brimley, Senior Road Safety Officer on Road Safety in the West Area, talked about the work of the Essex Casualty Reduction Board and in particular the work targeting the killed or seriously injured accident statistics (KSIs) across the county. Visit www.drivingcasualtiesdown.org for more information on this topic.
David Hadjicostas from Essex Fire and Rescue Service also talked about how this service is now proactively involved in reducing accidents.
- 3 Olympic Update
John Birch from the Lea Valley Park Authority gave details of the Olympic White Water Canoe Course to be built at the Lea Valley Park.
- 4 Area Forum Budget
The allocation of £50,000 funding for general projects and £25,000 capital funding for youth projects across West Essex was agreed. This funding provides small grants to achieve real improvements in local communities.

There is also a 15 minute period set aside towards the end of the meeting for public questions.

Future items already suggested for discussion by the Forum include health issues in West Essex, Stanstead Airport Second Runway Application, ECO-towns and education provision for children particularly in Chigwell. The next meeting is scheduled for 19th November 2008.

Agenda item 11**To Agree a Revised Budget for 2008/09 – Min no. RG28**

The revised budget commended by the Resources and General Services Committee on 24th September 2008 is reported below.

Resources and General Services Committee revised budget 2008/09

Cost centre		Original estimate 2008/09	Revised Estimate 2008/09	Transfer from Earmarked Reserves (revised)
Communication	Expenditure	18,500	18,500	
Office expenses	Expenditure	10,500	14,500	
Audit & accounts	Expenditure	3,550	3,550	
Central personnel	Expenditure	238,000	275,250	5,000
Council expenses	Expenditure	12,750	15,750	
Other services	Expenditure	36,500	39,050	15,000
Members' expenses	Expenditure	3,000	3,000	
Buckingham Court	Expenditure	53,500	53,500	
	Income	0	0	
Grants	Expenditure	11,500	17,500	
Recharge to Murray Hall	Expenditure	-17,000	-17,000	
Service re-charge	Expenditure	-196,600	-196,600	
Expenditure		174,200	227,000	20,000
Income		0	0	
Net Expenditure over Income		174,200	227,000	20,000
Net Expenditure over Income*		159,200	207,000	

*Including transfers from Earmarked Reserves

Agenda item 11 cont'd

Summary of committees' revised estimates and use of reserves

Committee	Income	Expenditure
	£	£
Resources and General Services	0	227,000
Environment and Heritage	15,090	148,470
Recreation	65,420	543,300
Planning and Licensing	0	35,000
Total	80,510	953,770
Interest	50,000	
Use from earmarked reserves		
Resources and General Services	20,000	
Environment & Heritage	6,500	
Recreation	36,000	
Planning and Licensing	10,000	
Use from general reserves	137,760	
Council Precept	260,260	613,000