

Loughton Town Council's Action Plan for 2019/20

The council-wide priorities are as follows:

<i>Ranking</i>	<i>Committee</i>	<i>Activity</i>
1	Environment and Heritage / Planning and Licensing	Neighbourhood and Local Plans
2	Recreation	Playgrounds
3	Recreation	Roding Valley Recreation Ground improvements

Each committee's list of priorities is shown below:

PLANNING AND LICENSING COMMITTEE – Priorities 2019/20		
Priority	Main Function	Greater Detail (current position)
Current activities		
High	Neighbourhood and Local Plans	Epping Forest Local Plan Examination in Public, Feb – May 2019
High	Design Award Scheme	Annual award presentation
High	Planning and Licensing	Responding to applications
High	All other matters within the committee's terms of reference	

Cont'd overleaf

RECREATION COMMITTEE – Priorities 2019/20		
Current Priority	Main Function	Greater Detail (current position)
Current Activities		
1	RV Recreation Ground – improvements to changing rooms exterior & surrounding area to include a refreshment facility and toilets	Planning application to be submitted. Internal works to be included. External funding TBC
2	Playgrounds	New works/upgrading
3	Land adjacent to Willingale Road Allotment	Use as a nature reserve/community orchard. Some clearance and environmental studies undertaken
4	Roding Valley Recreation Ground	Registration as a “Field in Trust”
5	Roding Valley Recreation Ground path maintenance	Including the diverted path by Charlie Moules bridge – no action at present. EFDC assisting in monitoring the erosion
6	Solar energy installations for Council buildings	Further research and budgetary allowance
7	Outdoor gym at other locations	Monitor the success of the new Willingale Road Playing Field facility
8	Skate park facility	Monthly events during summer months whilst the search for a suitable site continues.
9	Byelaws for Town Council land	To be researched
10	Renaming of the Roding Valley Recreation Ground	Under consideration
11	Youth Forum	No action at present. Collaboration with Epping Forest Youth Council
12	Community Safety	TBC
On-going Activities		
High	Running the committee	Agenda, reports, research, minutes, finance, admin
High	Kingsley and Murray Halls	Bookings, admin, finance, maintenance and works
High	Millennium Remembrance Grove	Tree replacements and maintenance
High	Open spaces including the Memorial Garden in Roding Road	Maintenance
High	Willingale Road Playing Field and Roding Valley Recreation Ground	Football lettings, maintenance and works
High	Playgrounds/outdoor gyms	Maintenance
High	Responding to consultations	Variable
High	Provision of Public Access Defibrillators	Maintenance
High	Any other matters within the committee’s terms of reference	

ENVIRONMENT AND HERITAGE COMMITTEE – Priorities 2019/20		
Current Priority	Main Function	Greater Detail (current position)
Current activities		
High	Heritage Open Days	September events + heritage trail/leaflets - 2020
High	Registration of Village Greens	Applications submitted to ECC
High	Conservation Areas / areas of local landscape merit	Monitor proposals submitted to EFDC Local List review TBC
High	Oakwood Hill Estate improvements	Partnership with ECC and EFDC New Estate signage (completed 18/19)
Medium	Town signs	Awaiting funding opportunities
Medium	Lady Whitaker's Mead	Development of new cemetery
Medium	Vehicle speed reduction measures	Community speed watch scheme to be developed
Medium	Flower baskets	Permissions, contract, installation
Medium	Interpretation panels	Locations to be identified
Medium	Seats (new)	Site surveys, permissions, purchase and installation
Medium	Heritage street lights	Awaiting funding
On-going activities		
High	Running the committee	Agenda, reports, research, minutes, finance, admin
High	Community Lavatory scheme	Awaiting approaches to businesses
High	Cemetery (Church Lane)	Burials, administration, maintenance Rules and Regulations review
High	War memorials	Inspect and maintain
High	Heritage plaques, drinking fountain, seats and other street furniture; Lopping Hall clock	Installation and maintenance
High	Allotments	Lettings, licences, administration
High	Christmas lights (Kings Green, The Broadway and High Road)	Installation, inspections and maintenance
High	Christmas Window Competition	Admin and arrangements
Medium	Alleyway nameplates	Site surveys, permissions, purchase and installation
High	Winter salt bag partnership	Facilitating the ECC scheme Replacement of existing grit bins
High	Responding to consultations	Variable
High	Any other matters within the Committee's terms of reference	

RESOURCES AND GENERAL SERVICES – Priorities 2019/20		
Priority	Main Function	Greater Detail (current position)
Current activities		
High	Seeking external funding sources	Targeted action
Low	Council structure	Continuing reviews
On-going activities		
Medium	Banking arrangements and investments	Kept under review
High	Running the Committee	
High	Admin for whole council	
High	Council and committee agendas and minutes	
High	All council finances, end of year accounts, audit etc.	
High	Management of Buckingham Crt	
High	Personnel and employment matters	Staff Handbook review
High	IT and office equipment	
High	Civic matters	Civic Celebrations incl Citizenship Awards
High	Annual Report	Preparation and printing
High	Newsletter	Editorial, printing and distribution
High	Noticeboards	Maintenance and installation
High	Publicity and website	
High	Annual Town Meeting	Arrangements and admin
High	Christmas card competition	Arrangements and admin
High	Emergency Plan	Amendments and circulation
High	Financial Assistance Scheme	Admin and finance
High	New legislative requirements	
High	Policy reviews	On-going
High	Responding to consultations	Variable
High	Contract reviews	On-going
High	Training Strategy	Annual review
Low	Community Forum	Arrangements and admin
High	Any other matters within the Committee's terms of reference	