



COUNCIL MEETING

Members are summoned to attend a Meeting
of the Town Council

**which is to be held by ZOOM (digital meeting platform)
on Wednesday 14 April 2021 at 7.15pm**

in order to transact the business as shown in the agenda.

Mark Squire
Town Clerk
7 April 2021

Councillor S Murphy (Town Mayor)
Councillor T Cochrane (Deputy Town Mayor)

P Abraham
B Cohen
J Jennings
S Murray
C C Pond

J Angold-Stephens
M Dalton
J Jogia
A Omer
C P Pond

P Beales
C Davies
K Latchford
T Owen
M Stubbings

R Brookes
T Downing
J Mahoney
S Pewsey
D Wixley

Note to Councillors:
If you are unable to attend this Zoom meeting,
please email your apologies
to contact@loughton-tc.gov.uk

AGENDA

- 1 Apologies for Absence**
To receive any apologies for absence.
- 2 Declarations of Interest**
For Councillors to declare any pecuniary or non-pecuniary interest in any items on the Agenda.
- 3 Confirmation of Minutes**
To confirm the minutes of the meeting held on 17 February 2021.
- 4 Public Representations**
To hear any representations from members of the public who have registered a request to address the Council in accordance with Standing Order no 3 (h).
- 5 Questions Without Discussion**
To answer any questions which have been submitted in accordance with Standing Order no 4.
- 6 Town Mayor's / Town Clerk's Report**
To report (for discussion only) on any further significant information/matters that may be of interest to Town Council members.
- 7 Reports from Committees**
 - 7.1 Planning and Licensing**
Held on 15 February, 1 March, 15 March and 29 March 2021.
 - 7.2 Recreation**
Held on 3 March 2021.
 - 7.3 Environment and Heritage**
Held on 31 March 2021. (Minutes to follow). The Town Clerk will provide a further update and recommendation for the provision of Christmas lights later this year.
 - 7.4 Resources and General Services**
Held on 7 April 2021. (Minutes to follow) including provision of the timetable of meetings for 2021/2022.
- 8 Local Authority Meetings**
Existing emergency Government legislation has legalised the holding of remote council meetings until 7 May 2021 only. A letter from the Ministry of Housing, Communities & Local Government dated 25 March 2021 announced that the remote meeting powers are not being extended. The guidance is far from clear and does not set out any practical ways forward for live meetings thereafter. The Town Clerk will provide further background information.

To discuss and review.

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.

- (i) Report from the meeting of CA Epping Forest District - Held on Thursday 28 January 2021 - Cllr J Angold-Stephens – page 3.
- (ii) Report from the Zoom meeting of the Broadway Town Centre Partnership held on Thursday 18 March 2021 – Deborah Taylor, Services Officer – page 4.
- (iii) Report from Roding Valley Meadows Nature Reserve Consultative Group 19 October 2020 and 10 March 2021 – Cllr D Wixley – page 5.
- (iv) Report from Epping Forest Local Councils' Liaison Committee meeting – 15 March 2021 – Cllr D Wixley – page 6.

10 Town Councillors comments

This is the last official Town Council meeting of this Town Council's extended tenure during these unprecedented times. An opportunity for members to comment, should they so wish.

**Mark Squire
TOWN CLERK
7 April 2021**

Please contact Town Clerk for zoom- access code / password

Agenda Item 9
Reports from Members on Outside Organisations
Report from the meeting of CA Epping Forest District
Held on Thursday 28 January 2021

Due to severe problems with Internet connections and Google Meet the meeting was kept to a minimum. Some members did not receive papers and it was decided to have a further meeting in a couple of weeks to discuss important points contained in the missing papers once everyone had been able to read them.

Items from the second meeting are shown in italics below. The main item of business was the Strategic Policy for the District.

The new chairman, Nigel Conway, and his deputy were introduced to the meeting and the retiring chairman was thanked for her work over the past two years. She is staying on as a trustee. The Job Description and Person Specification for the new CEO had been approved and this will be advertised shortly.

Interviews were held for the position of CEO and Jo O'Boyle, who had been acting as Interim CEO, was appointed.

All advisers are working from home and this is proving very successful due to the planning before the first lockdown and the fact that advisers have been able to make the switch without too much difficulty. Consideration is being given to moving almost all first contacts to telephone, but this would need some changes.

With regard to premises, the Loughton Library lease has been terminated by ECC under the break clause and there is no new lease available at present. St John's Church, Loughton has paid for a 2-year lease on a shop in The Broadway and have offered the CAB some space on an ad hoc basis; this is being discussed. EFDC have also offered space in The Hub community space being developed in Epping and this is also being discussed but at present it appears that this would not include any confidential space.

It was agreed that first appointments would continue by telephone as this is working well and that initial face-to-face meetings would be at 'pop up' hubs around the district such as 3Food4U, care homes etc. so that those in areas of particular deprivation and/or digital exclusion are not disadvantaged by a lack of access to services. Other hubs would include use of the Community Hub in the EFDC offices that will be available free of charge and the Job Centre in Loughton for Universal Credit applications. The only permanent office would be at Hemnall Street, Epping as this would provide office space for specialists, space for meetings and rooms suitable for confidential interviews with clients. There will also be the opportunity to 'hot desk' (for admin use) in some office space in the EFDC new area for a monthly cost. There will not be a presence in the new proposed Loughton Library nor in Waltham Abbey Town Hall.

A grant from ECC in relation to debt advice and help with Universal Credit application has been obtained for a further year. This allows the CAB to take a client from their initial application through to the first payment.

Jill Angold-Stephens
29th January 2021 and 25th February 2021

Agenda Item 9

Reports from Members on Outside Organisations

**Zoom meeting of the Broadway Town Centre Partnership
held on Thursday 18 March 2021, 6.30pm**

Nigel Richardson (NR) reported that there had been a meeting, internally, regarding the central reservation. There will be no funding from County and the issue of the gas pipe under the reservation is another problem. NR also confirmed he was still looking into the bike stands. He has been trying to speak to ECC re the requirement for a "local shops" sign.

Paul Messenger (PM) said he could not disclose too much from his report he is compiling until Cabinet see it first. Items he did mention:

- Suggested shuttle bus from/to Langston Road
- Should make the Broadway a conservation area
- Parking charges - free to park in Langston Road, charged in the Broadway
- Commuter parking
- Suggested having free WIFI
- Planting to make area more attractive
- Events - such as farmers market alternate with Loughton High Road to bring people into the Broadway
- PM also spoke about "Click it local" and "maybetec" schemes

Alan Fricker (AF) spoke about the library and how the college was a bad location, all the traders agreed it would be better placed in the Broadway and should be used as a hub for groups.

Geraldine reported that the post office will open in the next month, also to open is a tanning shop and a Dance studio. Lovetag is empty. She said there was a problem with the market licence but was trying to get it back.

Duncan Gould gave the Treasurers report - Signatories on the bank account should be sorted out now. Signatories are Kevin Taylor (KT) and Duncan. Internet banking is the next item to tackle. Had received Admin Grant from EFDC for £1,000.

Police didn't attend the meeting but sent in a report which Judy read out.

KT asked about getting a "Stab kit" mounted on the wall like the defib. He will research via "control the bleed.co.uk".

Events - I said that due to Covid events were not being run at the moment, all being well with Councillor approval hopefully we can put on Remembrance parade and a Christmas event but all dependant on Government guidelines. Judy asked about when the next meeting could be held, I said I would check but thought it would have to be after elections in May.

PM asked the traders if they had special plans for the reopening of shops on 12 April. KT said the traders had still not received the most recent grants from the Council so it's a difficult time to be buying stock and getting ready for re-opening. It was mentioned that it would be nice to have a "Welcome back" banner put up to celebrate being back open.

Full minutes were taken by Jael Dikondo and will follow in due course.

DT 23.3.21

Agenda Item 9
Reports from Members on Outside Organisations
Roding Valley Meadows Nature Reserve Consultative Group

There have been two meetings, one on 19.10.20. which I was unable to attend because of a clash of meetings. I have now received the minutes of that meeting so can provide a brief report. The other meeting was on the 10.3.21, which I could only attend part of because of a clash with the LTC Annual Town Meeting but again have received minutes so can provide a report based on those minutes.

The pandemic lockdown has had an effect on the running of the Nature Reserve with only the Ranger Jamie White continuing to work full-time. Volunteers had resumed work but with compliance to the safe working guidelines. A new Assistant Ranger (part-time post) had started working after an initial delay as a result of the lockdown and the Education & Community Officer had also returned to work.

Vandalism and anti-social behaviour had reduced from a peak earlier in the lockdown. A leak from a sewage pipe had resulted in a delay in putting cattle out to graze on the Reserve.

The Oak Processionary Moth had been found for the first time on the Reserve and contractors had been employed to remove its nests.

Poor weather had delayed hay cutting.

Plans for new fencing to make the meadows stock proof and therefore suitable for grazing are underway.

Further hedge laying in Oakwood Hill/Marlescroft Way has been delayed because of the need to work in close proximity, which isn't appropriate because of Covid 19.

Cllr D Wixley
19 October 2020

JW still working full-time but volunteer working party work had been suspended since early December 2020 because of the lockdown.

The new Assistant Ranger had successfully completed a probationary period, but the Education & Community Officer had no work to do because of the lockdown.

The sewage leak continues to be a problem and no action can be taken until ground conditions have improved. However, JW now has a named Thames Water contact who will deal with the problem.

Clearance work in preparation for the meadow fencing has continued.

There are future plans to create new or restored footpaths.

The Reserve failed to get the Green Flag award this year for a number of reasons one of which was because of anti-social behaviour on the Reserve.

A felling licence will have to be applied to remove dangerous trees or to open up areas where this would be advantageous.

It was reported that 25 butterfly species had been found on the Reserve and is the reason why chemicals would not be used to deal with the OP moth infestation. Instead they would be removed manually by contractors.

Cllr D Wixley
10 March 2021

Next meeting 6 October 2021

Agenda Item 9
Reports from Members on Outside Organisations
Tree Wardens

There have been no TW meetings during the pandemic, but TW's have received emailed information on matters of interest.

Report from Epping Forest Local Councils' Liaison Committee meeting
15 March 2021

This was attended by the Town Clerk, Cllr Chris Pond and myself.

This meeting wasn't of particular relevance to Loughton as it consisted mainly of a presentation on the provision of social/affordable housing projects in rural areas and the collaborative working between Town/Parish councils, the RCCE (Rural Community Council of Essex), and the Hastoe Housing Association to provide such housing.

Most schemes were small projects such as on a small parcel of land provided by a local farmer for example. Properties could be rented or be part-ownership with the buyer being restricted to 80% ownership. In both cases restrictions were in place to ensure that the properties will always be for local people only should current occupiers vacate the properties.

Cllr D Wixley

Next meetings will be held on 27 September 2021 and 14 March 2022