



# COUNCIL MEETING

Members are summoned to attend a Meeting  
of the Town Council

to be held at  
**Loughton Library & Town Hall, Traps Hill, Loughton IG10 1HD**  
**on Tuesday 25 January 2022 at 7.00pm**

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

**Mark Squire**  
**Town Clerk**  
18 January 2022

**Councillor R Brookes (Town Mayor)**  
**Councillor B Cohen (Deputy Town Mayor)**

Cllr P Abraham  
Cllr S Fontenelle  
Cllr N MacKinnon  
Cllr C C Pond  
Cllr M Stubbings

Cllr P Beales  
Cllr L House  
Cllr S Murphy  
Cllr C P Pond  
Cllr K Valentine

Cllr C Davies  
Cllr J Jennings  
Cllr S Murray  
Cllr K Rainbow  
Cllr G Wiskin

Cllr T Downing  
Cllr W Kauffman  
Cllr M Owen  
Cllr J Riley  
Cllr D Wixley

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

**Please note this meeting starts at 7pm**

**AGENDA**

A minute's silence will be held at the beginning of the meeting in memory of former Town Councillors Lucette Howe (elected 2008/12) and Chris Harper (elected 2011/12)

- 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 20 October 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 Council Precept for 2022/23**  
To consider the recommendation of the Resources and General Services Committee made at its meeting held on 12 January 2022.  
\* See attached report (pages 4 – 5 and Appendix 1, pages 7 – 27)
- 8 Town Mayor's Engagements and Announcements**  
The Town Mayor will report on any events she has attended to represent the Town Council. See attached report page 6.
- 9 Thames Water (TW) – Flooding issues**  
Members and the Town Clerk to provide a brief update on ongoing discussions with TW.
- 10 Local Plan - Issues raised by Epping Forest District Council (EFDC) in their letter to the inspector dated 21-12- 21**  
Members have previously been sent some draft wording of the Town Council's response. Members to review and approve the content - copy to follow.
- 11 Reports from Committees**
  - 11.1 Planning and Licensing**  
Held on 18 October, 1, 15 and 29 November, 13 December 2021 and 10 January 2022.
  - 11.2 Recreation**  
Held on 10 November 2021 and 12 January 2022

**11.3 Environment and Heritage**

Held on 23 November 2021.

**11.4 Resources and General Services**

Held on 8 December 2021 and 12 January 2022.

**12 Reports from Members on Outside Organisations**

**12.1** 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 Tree Wardens' Meeting held on 2 November 2021 – Cllr D Wixley – see page 7.  
To receive and note

**Mark Squire**  
**TOWN CLERK**  
18 January 2022

**Agenda item 7  
Council Precept for 2022/23**

**The Council is asked to consider :**

- i) the budget for 2022/23;
- ii) the movement in earmarked (funds) reserves /general reserves for 2022/23;
- iii) the level of the precept for 2022/23

**7.1** At its meeting on 12 January 2022, the Resources and General Services Committee considered the Estimates submitted by all the Committees. It also looked at the Council's running costs predicted for Financial Year 2022/23 and the financial forecasts predicted for the Financial Year End of 2021/22.

**7.2** Income expenses and receipts for the following Financial Year are still difficult to assess with any certainty due to the ongoing Covid pandemic and running costs are expected to increase. The Town Clerk will also elaborate on other factors that will influence the budget. Therefore, to maintain a satisfactory level of General Reserves, the overall Earmarked Funds have been reduced by £81,858 from the previous year levels. The budget savings proposed in the agenda report were accepted by the Resources and General Services Committee on 12 January 2022. The revised Earmarked Funds summary is shown on page 27.

**7.3 Summary of the Committees' Estimates**

The Resources and General Services Committee RECOMMENDED to Council that the precept for 2022/23 be set at £829,663 with the budget details as set out below.

**7.4 Committees' Estimates**

A summary of the Committees' estimates is therefore as follows:

<b>Committee</b>	<b>Income</b>	<b>Expenditure</b>
	£	£
Resources and General Services	10,000	528,181
Environment and Heritage	16,810	120,145
Recreation	119,945	420,150
Planning and Licensing	0	0
	<b>146,755</b>	<b>1,068,476</b>
Interest	200	
Increase / Decrease in Earmarked Reserves		
Resources & General Services		-23,270
Environment & Heritage		-32,708
Recreation		-25,880
Planning and Licensing		0
Total	<b>146,955</b>	<b>986,618</b>
Net requirement	<b>839,663</b>	<b>65.94</b>
Reduction in General Reserves	-10,000	
Final Net Requirement	<b>829,663</b>	<b>65.16</b>

**7.4 Precept for 2022/23**

For information: the tax base for 2022/23 has been confirmed as 12,732.8. (This is the figure that when divided into the Precept gives the Band D figure).

**RECOMMENDED that the Council's precept for 2022/23 be set at £829,663**

This will set the Loughton proportion of the annual council tax for a band D property as £65.16, an increase of £2.72 from the current year of £62.44, a 4.35% increase.

**The Council is asked to confirm**

- i) the budget for 2022/23
- ii) the amount to be taken from Earmarked Reserves; and
- iii) the level of the Precept for 2022/23

**Agenda Item 8**

**Town Mayors Engagements since last Council meeting 20 October 2021**

29 October	LADS Production of A Fine Bright Day Today – Lopping Hall	RB
11 November	Remembrance Kings Green 2 min silence 11am*	BC
14 November	Remembrance Service and Parade Kings Green	RB
20 November	Loughton Methodist Church Bazaar	RB
21 November	EFDC Swimming Gala – Loughton Leisure Centre	RB
25 November	Junior Peaced Together Graduation Restore Community	RB
26 November	Norma Green’s Memorial Waltham Abbey	RB
27 November	Light up a Life Loughton Methodist Church Kings Green	RB
30 November	Lighting of the Menorah on Standard Green *	BC
4 December	Christmas Carols outside St Mary’s Church	RB
<del>12 December</del>	<del>Celebration of Christmas EFDC and Waltham Abbey Town Council—Cancelled</del>	
22 December	St John’s Church Festival of Nine Lessons and Carols	RB

\*Attended by the Deputy Town Mayor

**Agenda item 12**  
**Reports from Members on Outside Organisations**  
**Tree Wardens' Meeting 2.11.21**

This was the first meeting of TW's since before the start of the pandemic. It was well attended with several new TW'S (including Cllr. Wiskin) and new EFDC officers present. The new officers were Jess Hodges (Tree Warden Co-ordinator), Kevin Hayes (Arboriculture Manager), and Steve Cozens (Arboriculture Officer).

The following Towns and villages were represented by at least one TW: Buckhurst Hill, Chigwell, Epping, Loughton, Nazeing, North Weald, Ongar, Theydon Bois, and Roydon.

We were shown a video produced by the Tree Council featuring young people and with the COP26 Climate Conference in mind, called "We are a Force for Nature, one seed, one tree, one voice at a time. Act now for our future matters."

Reports covered:

Orchards for Schools Schemes and Hereward School achieving Tree Champions status.

SC – Reported on street trees that had been planted - 79 in 2020/21 and 82 in 2021/22. These figures are about half that I recall being planted in previous years but as members may be aware EFDC deals with street trees on behalf of ECC Highways and apparently funding from ECC has been reduced with ECC now only providing funding for safety and maintenance. So trees will only be replaced on a like for like basis. Empty tree pits can be reported as officers may not know where they are, but any replacement tree will be subject to approval by a Highways Officer.

Jessel Green – The proposed planting of 2,300 trees on JG was mentioned and I advised that this proposal had been called-in with a view to using some of these trees for other locations, as well as JG, in order to preserve the open aspect of JG. (This has subsequently been agreed and the Call-in withdrawn).

JH – Gave a presentation on the dangers of the Oak Processionary Moth.

TWs then gave reports on their respective areas.

JH – Advised of a future Hedge Survey training session which did take place at Weald Common, North Weald on 24 November which I attended.

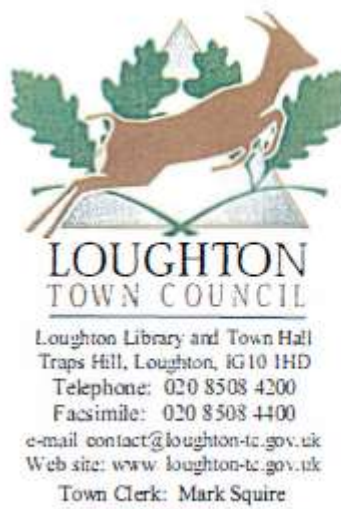
Should members be interested I can supply the official minutes of the meeting and other issues mentioned such as the Tree Council video mentioned in my report.

David Wixley

**Agenda item 10**  
**Local Plan - Issues raised by Epping Forest District Council (EFDC) in their letter to the inspector dated 21-12- 21**

20 January 2022

Attn Louise St John Howe  
Programme Officer  
PO Services  
PO Box 10965  
Sudbury  
Suffolk CO10 3BF



Dear Louise,

*Epping Forest District Local Plan Examination 21 December 2021 As invited by the appointed Inspector, the following provides the Council's response to several themes arising from representations on the Main Modifications consultation relating to the securing of mitigation to satisfy the Habitats Regulations, the Infrastructure Delivery Plan Schedules and the proposed early review mechanism.*

Comments by Loughton Town Council on the above paper

We have argued in all our submissions and oral evidence to the EIP that further damage and detriment to the Special Area of Conservation must at all costs be prevented.

We concur with the City of London and Natural England that measurable progress in emission reduction must be delivered before more land anywhere near the SAC is released for development, either for residential or employment purposes.

The EFDC paper of 21-12-21 gives only cursory and grudging recognition of this. In our view, land should be consented for development only when reductions in actual emissions can be demonstrated, not just if modelling or pious hope suggests they *might* be achieved, and that no land within 1km of the SAC boundary be consented unless ICE vehicles are covenanted or conditioned to be excluded from being kept on such consented schemes.

In relation to SANGS, we would point out that we are the lessee for 104 years of that part of the Roding Valley site within Loughton. **We have not been consulted about its possible inclusion as SANG.** This is not stated by EFDC in the 21-12-21 paper, and **we reserve our position.** Approximately three-fifths of the ground is within our control; the remainder is in Buckhurst Hill.

We would be willing to enter negotiations, on a without prejudice basis, with EFDC and Buckhurst Hill Parish Council on this subject. It would be possible to create a mile-and-a-half circular walk, but it would cost significant sums to extend the current pathway, and we would urgently await EFDC's funding proposals; and also, their suggestions of how to convert what is presently largely a monoculture of sports grounds into the more varied assemblage of landscapes that SANG status involves. The creation of car parks suitable for large numbers of visitors diverted from the SAC would be particularly contentious.



Please further note that

1. a significant proportion of the area is waterlogged for parts of the year thus falling short of the requirement for Sustainable Drainage Systems (per appendix 3, point 1.3 of the green infrastructure strategy - <https://www.eppingforestdc.gov.uk/wp-content/uploads/2020/06/Draft%20green%20infrastructure%20strategy.pdf>);
2. people visit the forest to experience a forest environment, not to walk around a field, and so would not reproduce the same quality of experience, per point 1.30 and special care would have to be taken to prevent parking of visitors to a SANG from residential streets nearby, where space is already scarce

We would ask the Inspector not to accept the suggestions made in the paper of 21-12-21 without rigorous examination of the postulates therein.

Yours sincerely

A rectangular orange box redacting the signature of Mark Squire.

Mark Squire  
Town Clerk