



# COUNCIL MEETING

Members are summoned to attend a Meeting  
of the Town Council

to be held at

Loughton Town Council, Council Chamber  
1 Buckingham Court, Rectory Lane, Loughton IG10 2QZ

on Tuesday 24 January 2023 at 7.00pm

to transact the business shown in the agenda.

**Mark Squire**  
**Town Clerk**  
17 January 2023

**Councillor B Cohen (Town Mayor)**  
**Councillor M Stubbings (Deputy Town Mayor)**

Cllr P Abraham  
Cllr T Downing  
Cllr W Kauffman  
Cllr M Owen  
Cllr J Riley

Cllr P Beales  
Cllr S Fontenelle  
Cllr N MacKinnon  
Cllr C C Pond  
Cllr K Valentine

Cllr R Brookes  
Cllr L House  
Cllr S Murphy  
Cllr C P Pond  
Cllr G Wiskin

Cllr C Davies  
Cllr J Jennings  
Cllr S Murray  
Cllr K Rainbow  
Cllr D Wixley

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

**A G E N D A**

- 1 Death of a Former Town Councillor**  
Members to NOTE the death of former Town Councillor, Patricia Richardson, on the Town Council from 2008 to 2012.
- 2 Apologies**  
To RECEIVE any apologies for absence
- 3 Declarations of Interest**  
For Councillors to declare any pecuniary or non-pecuniary interest in any items on the Agenda.
- 4 Confirmation of Minutes**  
To CONFIRM the minutes of the meeting held on 20 December 2022.
- 5 Public Representations**  
To hear any representations from members of the public who have registered a request to address the Committee in accordance with no 5, Appendix C, of the Standing Orders.
- 6 Questions Without Discussion**  
To answer any questions which have been submitted in accordance with Standing Order No 4.
- 7 Town Mayor's / Town Clerk's Report**  
To report (for discussion only) on any further significant information / matters that may be of interest to Committee members.
- 8 Council Precept for 2023/24**  
To consider the recommendation of the Resources and General Services Committee at its meeting held on the 11 January 2023.  
See attached report on pages 3 – 4 and Appendix 1, pages 1 – 10.
- 9 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 on page 5.
- 10 Reports from Committees**
  - 10.1 Planning and Licensing**  
Held on 19 December 2022 and 9 January 2023.
  - 10.2 Recreation**  
Held on 11 January 2023.
  - 10.3 Resources and General Services**  
Held on 11 January 2023.
- 11 Reports from Members on Outside Organisations**
  - 11.1 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.

**12 King Charles Coronation Day**

Members to consider whether the Town Council should mark the King's Coronation, scheduled for 6 May 2023, and if so, in what format?

**Mark Squire**  
**TOWN CLERK**  
17 January 2023

**Agenda Item 8**  
**Council Precept for 2023/24**

**The Council is asked to consider:**

- I. the budget for 2023/24;
- II. the movement in earmarked (funds) reserves for 2023/24; and
- III. the level of the precept for 2023/24.

**8.1** At its meeting on 11 January 2023, 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 2023/24 and the financial forecasts predicted for the Financial Year End of 2022/23.

**8.2** Income expenses and receipts for the following Financial Year are still difficult to assess with any certainty due to current high inflation rates and soaring utility costs. The Town Clerk will also elaborate on other factors that will influence the budget. Therefore, to maintain a satisfactory level of General Reserves (albeit reduced), the overall Earmarked Funds have been reduced by £78,564 from the previous year's levels. The budget savings proposed in the agenda report were accepted by the Resources and General Services Committee on 11 January 2023. The revised Earmarked Funds summary is shown on Appendix 1 page 10.

**8.3 Summary of the Committees' Estimates**

The Resources and General Services Committee RECOMMENDED to Council that the precept for 2023/24 be set at £904,300 with the budget details (recharges added in) as set out below.

**8.4 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	2,000	204,121
Environment and Heritage	19,345	229,778
Recreation	151,862	678,972
Planning and Licensing	0	50,200
	<b>173,207</b>	<b>1,163,071</b>
Interest	7000	
<b>Increase / Decrease in Earmarked Reserves</b>		
Resources & General Services		<b>-9,624</b>
Environment & Heritage		<b>-13,000</b>
Recreation		<b>-55,940</b>
Planning and Licensing		0
<b>Total</b>	<b>180,207</b>	<b>1,084,507</b>
<b>Net requirement</b>	<b>904,300</b>	<b>71.39</b>

**8.4 Precept for 2023/24**

For information the tax base for 2023/24 has been confirmed as 12,667.9\* (This is the figure that when divided into the Precept gives the Band D figure).

\*Note – Epping Forest District Council re-stated tax base – notification received 15.12.22.

**RECOMMEND that the Council's precept for 202324 be set at £904,300**

This will set the Loughton proportion of the annual council tax for a band D property as £71.39, an increase of £6.23 (£0.12 weekly) from the current year of £65.16, a 9.56% increase.

The Resources and General Services Committee reiterated the Council have worked intensively to keep this as low as possible.

The Council is asked to confirm

- I. the budget for 2023/24
- II. the amount to be taken from Earmarked Reserves; and
- III. the level of the Precept for 23/24

**Agenda Item 9**

**Town Mayor's Engagements and Announcements – since the last Council meeting held on 20 December 2022.**

20 December	Lighting of the Menorah Standard Green	BC
21 December	St John's Church Loughton Nine Lessons and Carols	BC
11 January	YES Partnership World of Work conference	MS