



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 Wednesday 18 October 2023 at 7.30pm

to transact the business shown in the agenda.

Mark Squire
Town Clerk
11 October 2023

Councillor M Stubbings (Town Mayor)
Councillor K Valentine (Deputy Town Mayor)

Cllr P Abraham
Cllr C Davies
Cllr J Jennings
Cllr S Murray
Cllr K Rainbow

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

Cllr R Brookes
Cllr S Fontenelle
Cllr N MacKinnon
Cllr C C Pond
Cllr G Wiskin

Cllr B Cohen
Cllr L House
Cllr S Murphy
Cllr C P Pond
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

This meeting will be preceded at 7.15pm by a presentation of a cheque to Guide Dogs UK, the Town Mayors chosen charity for the money raised on both the councillors tombola stalls at Jessel Green Fun Day and Loughton Day

A G E N D A

- 1 Apologies**
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 26 July 2023.
- 4 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.
- 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 Committee members.
- 7 Town Mayor's Engagements and Announcements**
The Town Mayor will report on any events he has attended to represent the Town Council. See attached report on page 3.
- 8 Reports from Committees**
 - 8.1 Planning and Licensing**
Held on 24 July, 7 and 29 August, 11 and 25 September and 9 October 2023.
 - 8.2 Recreation**
Held on 6 September 2023.
 - 8.3 Environment and Heritage**
Held on 2 October 2023.
 - 8.4 Resources and General Services**
Held on 4 October 2023.
- 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. Essex Association of Local Councils (Epping Forest Branch) Meeting 8.9.23. held at Thornwood – Cllr D Wixley – see page 4.
- II. Association of Local Councils AGM & Conference 21.9.23. held in Colchester – Cllr D Wixley – see page 5.
- III. Epping Forest Local Councils' Liaison Committee Meeting 21.9.23. held at the Civic Offices, Epping – Cllr D Wixley – see page 5.
- IV. The Broadway Town Centre Partnership – 7 September 2023 – Cllr Rose Brookes – see page 6.

**Mark Squire
Town Clerk
11 October 2023**

**Agenda Item 7
Town Mayor's Engagements and Announcements – since the Annual Council meeting held on 26 July 2023**

1 September	Official opening of the RVRG new playground	MS
2 September	Horticultural Show and Town Mayor's Best Allotment Competition	MS
16 September	Loughton Day – Loughton Cricket Club	MS
26 September	3food4u Loughton Hub's 3rd anniversary celebration at Loughton Club	MS
27 September	Visit to Bird & Fairley Opticians in Loughton High Road	MS
28 September	Visit to Loughton Music Academy	MS
6 October	Attending RVRG new playground – thank you to the schools who contributed to the public consultation for new playground	MS
16 October	Official opening of the revamped Douglas Allen Estate Agents, Loughton High Road	MS

Agenda Item 9.1

To receive brief reports from representatives on outside organisations Essex

Essex Association of Local Councils (Epping Forest Branch) Meeting 8.9.23. held at Thornwood

This meeting was attended by the Town Clerk and myself.

The formal business of the meeting was preceded by a presentation from Quentin Buller and Duncan Haslam of EFDC who informed the meeting about the Rural England Prosperity Fund (REPF). This is a government grant funding scheme which will be administered by EFDC. However, Loughton cannot benefit from this scheme as it is not a rural area. In the EFDC area 21 out of the 24 Parish/Town Councils are eligible for to apply for a grant. Grants can only be used to fund capital expenditure and any projects so funded must have signage to indicate that they have been funded by the "Levelling Up" initiative. The scheme will be spread over 2 years and in total EFDC will receive £450,000 from the Government.

The formal business of the meeting included the election of Cllr Christine Burgess, Mayor of Epping Town Council, as the new Chairman with Adriana Jones (Parish Clerk for Stanford Rivers P.C.) remaining as Secretary.

The meeting then discussed items it wished to raise at the forthcoming Epping Forest Local Councils' Liaison Committee (meeting with EFDC) on the 21.9.23.

The items included:

The new Local Plan.

EFDC's new Arcus Planning system and a request for training in it.

Communication with EFDC.

Information on how the Local Highways Panel operates.

Date of next meeting TBA.

Epping Forest Local Councils' Liaison Committee Meeting 21.9.23. held at the Civic Offices, Epping.

This meeting wasn't well attended by Town/Parish Councils probably because of it being held on the same day as the earlier EALC AGM in Colchester.

The meeting dealt with the items above as listed in my report of the EALC (Epping Forest Branch) meeting.

This included an explanation from Cllr Sam Kane (LHP Epping Forest Chairman) as to why a representative from the local councils would no longer be invited to attend LHP meetings and that any issues could instead be raised via their local County Councillor.

There was dissatisfaction from Parish Council representatives that the District Council would not supply paper copies of the new Local Plan. There was a lengthy debate about this centred around the cost of printing, estimated by EFDC as £120 per copy. However, the North Weald Parish Clerk offered to print copies at an estimate cost per copy of £30!

Next meeting scheduled for 1.2.24.

Cllr David Wixley

Agenda Item 9.1

To receive brief reports from representatives on outside organisations Essex

Association of Local Councils AGM & Conference 21.9.23. held in Colchester

This event ran from 9.00am until 3.30pm. so my report is confined to some selective items of interest.

The usual format of a business agenda followed by a number of speakers with associated Q & A sessions was followed.

Cllr Peter Davey, Chairman of the EALC, welcomed members to the 79th AGM.

Elections:

Cllr John Jowers elected as President with elected Vice Presidents Mrs Anne Brown and Cllr Shelia Jackman MBE.

Presented and Discussed:

The Annual Report and the treasure's Report.

It was noted that if Councils have bank accounts that haven't been used for some time there is a risk that banks may close them and that it can then be difficult to retrieve the funds that they hold.

It was agreed that the affiliation fee be increased by 3% for 2024-25.

Motions agreed, related to changes in the Constitution. In particular reference to "Larger Local Councils' Forum" would be changed to "Local Councils' Forum" as the definition of a Larger Council was unclear.

Winner of the Buckingham Palace Garden Party tickets was a councillor from Stanford Rivers P.C. He was a long serving councillor whose most notable achievement was being involved in the purchase of land and the building of the village hall on that land.

EALC CEO Miss Charlene Slade then presented her report.

The remainder of the day consisted of themed presentations and reports:

"Maximising the Power of your Community"

"Community Energy Schemes"

Roger Hirst – Police, Fire and Crime Commissioner of Essex

Rick Hylton – Chief Fire/Rescue Officer for Essex

BJ Harrington – Chief Constable for Essex

Exhibitor presentations

Followed by the closing address from the President.

The next AGM will be held on 26.9.24. venue to be confirmed.

Cllr David Wixley

Agenda Item 9.1

The Broadway Town Centre Partnership

To receive brief reports from representatives on outside organisations Essex

Thursday 7 September 2023

Councillor Lee Scott was due to attend the meeting but at the eleventh hour had to pull out owing to a visit to Essex of the Secretary of State for Education about the RAAC concrete problem in Essex schools.

Councillor Scott offered to host a lunchtime meeting and kindly agreed to provide refreshments for the group. New City College generously hosted this event in their boardroom and organised refreshments. Although Councillor Scott was no longer the Cabinet member for Highways by the date of the meeting (Friday, 6th October) the issue of the central reservation was discussed.

Several Councillors made considerable effort to be there but because the meeting had to be at lunchtime no traders were able to attend.

Operation Dial was discussed. I have asked for patrols at lunchtime and not just early evening. Following the incident in the Factory Shop New College have written to all the shops on the Broadway.

At our September meeting it was decided to hold a Christmas event again for children. This will take place on Wednesday, 29th November in the afternoon. There will be another Pop-Up Santa's Grotto in an empty unit (probably the former EFDC office again), a fairground ride outside Superdrug, a candy floss and hot dog stand, Thomas Willingale Primary School choir will sing and other entertainment from possibly Loughton Panto and a local dance school will take place on Brickclamps Path. St John's on the Broadway will be the base for volunteer stewards. A road closure now costs £1,500 and it has been decided to heavily steward the event. Please can I make a big appeal for Town Councillors to help again. Last year many of you turned out in the cold and this year we will need even more because we have more activities going on in different places. This year the title will be "Bright Lights on Broadway".

Finally, I should like to say a big thank you to Loughton Town Council officers for their advice on the Christmas event and to those Councillors who take an interest in the Broadway.

Cllr Rose Brookes (Interim Chair of the BTC Partnership)