



ENVIRONMENT AND HERITAGE COMMITTEE

Members of the Environment and Heritage Committee

are summoned to attend a Meeting at **7.30pm** on

Tuesday 26 March 2024

to be held at

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

to transact the business shown in the agenda.

Mark Squire
Town Clerk
20 March 2024

Councillor C C Pond (Chairman)
Councillor C P Pond (Vice Chairman)

Councillors

P Beales
K Valentine

B Cohen
G Wiskin

S Fontenelle

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

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 30 January 2024.
- 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 Town Clerk's / Chairman's Report**
The £2,100 sourced by Cllr Pond from the Essex County Council (ECC) Locality Fund for an electric charging point at Murray Hall for the community van has now been received before the financial year end.
- 6 Unwanted and Neglected Banners left in Town Centre, The Drive and around Loughton**
Local residents are increasingly complaining about the number of advertising banners (typically advertising events or functions) that are left in situ, long after the event has taken place, causing unsightly clutter. This is particularly prevalent around The Drive but occurs all over Loughton. Essex Highways have reported that *'although an offence under the Highways Act 1980, this would be a low priority for enforcement, we don't currently have the resources to remove this type of signage. The district council has powers to remove and issue penalties in relation to illegal fly-posting.'* Epping Forest District Council (EFDC) has a case number, and the Town Clerk will pursue.

Members to review way forward.
- 7 Samaritans' Signs in Epping Forest**
Cllr C Davies to discuss potential 'Samaritans' support signage / plaques on benches, by the access points to Epping Forest. Members to review the feasibility of this project. Permissions would need to be granted by the City of London Corporation, who own Epping Forest.
- 8 Weekly Markets – Min no EH262**
Discussions are ongoing with the market provider, Hughmark and Loughton Town Council (LTC). Risk Assessments and Health and Safety assessments have been received. Market rules are awaited. As part of due diligence the Town Clerk has informed Essex Police and Fire Brigade of the potential Sunday markets. Contact has also been made to Essex Highways regarding the use of Centric Parade pavement in Loughton High Street for the market stalls. This could have incurred a Section 50 Street Works Licence of c £1000. However contact has also been made to the Senior Assets Officer of Epping Forest District Council (EFDC) as EFDC now own Centric Parade and also the pavement where the market would be placed. Accordingly EFDC will require a fee from Hughmark for the use of their land. EFDC

are fully supportive of the weekly market and a fee is being agreed between the two parties, which hopefully will not be prohibitive.

The Town Clerk will provide an oral update on any subsequent developments.

9 Heritage Asset and Conservation Areas

9.1 Extension and Protection of areas within Loughton

Members to discuss ways in which the built environment of Loughton might be afforded extra protection.

9.2 Heritage Plaques

There are two potential 2024/25 blue plaque dedications for members to consider.

- Diana Kennedy, the authority on all things Mexican especially cuisine, was born in 1923 at 19 York Hill.
- Also for 19 York Hill, Edward Manley Cummings, Clerk of the works at St Pauls Cathedral . The current owner of the property has offered to pay for the plaque.
- No further response has been received from the Connaught Avenue resident (Min noEH263 refers), so there will not be an official dedication ceremony.

10 Signage

10.1 Alleyway project – Min no EH265.2

The 'Gillingham Path' name plates have been successfully installed at either end of the alleyway linking the entrance to Loughton Station with Roding Road. See attached photos page 6.

To receive and note.

11 Events

11.1 Loughton Wombles

Loughton Wombles is now well into its second year of operations and continues to thrive and attract new members. The Loughton Wombles were out in force on Saturday 10 February 2024 and split into two groups, one litter picking the Borders Lane and Rectory Lane areas. The second group litter picked Green Walk down to Roding Valley Recreation Ground.

The Town Clerk will report on the litter pick arranged for 23 March 2024, where the areas of Englands Lane to Debden Lane and Hillyfields to Pyrles Lane will be covered. A further litter pick has been scheduled for Saturday 20 April 2024.

To receive and note.

11.2 Loughton Day – Saturday 21 September 2024

Organisation of this year's event is already in an advanced stage. Following the success of the 2023 event, many of the previous exhibitors and stallholders have asked to return, with interest from new participants coming forward.

To receive and note.

12 Cemetery Matters

12.1 Closed Churchyard – Min no EH267

The Town Clerk, Cemetery Clerk and Services Manager met on site, with the Church Warden of St John the Baptist Church (SJBC) on 8 March 2024, to conduct a comprehensive survey of the area, which the SJBC wishes to transfer to LTC.

- Extensive measurements and photos were taken of the boundaries and features within the Churchyard.
- There are some very large mature trees which will incur significant maintenance costs to LTC in the future, as well as looking after existing Church pathways.
- Whilst all maintenance would be passed to LTC (excluding surrounding walls), SJBC categorically wish to maintain responsibility of all record keeping and administration.
- SJBC would come back on a series of maintenance questions that had previously been raised by LTC.
- A Service Level Agreement for maintenance would be agreed between SJBC and LTC.
- SJBC are keen to make their application to the Secretary of State soonest but wish to ensure that all parties are in agreement first.

A decision will need to be made by the Environment & Heritage Committee, and subsequently full Council at some point soon as to whether they wish to proceed with taking over the responsibility of the Closed Churchyard.

Members to review.

12.2. Tree damage

Overnight on 26 February 2024 during one of the recent storms, a tree went over a pathway near the entrance to the cemetery. See attached photo page 7.

To receive and note.

12.3 Rough Sleeper

During late January / early February 2024, evidence of a rough sleeper was found at the cemetery. The Services Manager made a referral to 'Street Link' and later reported that two outreach workers attended the cemetery, leaving a contact card and stressed that anyone can contact them if they are concerned for anyone known to be, or suspected of being, homeless. The rough sleeper has since moved on.

To receive and note.

13 Tree Report

The LTC Tree Survey Report was completed on 8 January 2024 by Place Services, ECC. The vast majority of future work required, relates to areas administered by the Recreation Committee, but there is some specific action required for Loughton Cemetery (costing c £330) and Willingale Allotments (costing c £430). See pages 8 – 9.

14 Spring Bulb Display on Borders Lane – Min no EH270

No response has been received from the request sent to Fairview Homes on 13 February 2024. The Town Clerk will continue to chase.

To receive and note.

15 Loughton Station Disability Access – Min no EH272

The Town clerk will chase a response from Transport for London.

To receive and note.

16 Removal of seven Loughton Salt Grit Bins by ECC – Town Council Min no 235 refers

A further holding e-mail has been received from the ECC Cabinet Member for Highways, Infrastructure and Sustainable Transport dated 23.2.24. Following an office survey, only one salt bin on the Golding Manor Estate has been replaced and filled up. The Town Clerk will endeavour to obtain a further update, prior to the Committee meeting.

Members to review.

17 Indoor / Outside Boot Sales – Loughton Lawn Tennis and Bowling Club (LLTBC) request

A request dated 1 March 2024 has been received from LLTBC (based in Eleven Acre Rise, Loughton) having been passed onto LTC from EFDC. See report and appendices providing background information on pages 10 – 18.

Members to review request.

18 Drinking Fountain, High Road Loughton

LTC owns the Drinking Fountain in Loughton High Road (junction with Old Station Road). One of the ridge tiles has detached from the roof and has left a gap. The roof appears to be sound, but as well as replacing the missing tile the condition of the roof needs to be assessed. A trusted roofing company will be making a site visit on 22 March 2024. It is envisaged that a further update will be available at the meeting.

19 Hanging flower baskets, Loughton

Approval is sought for the annual planting, maintenance and watering of the hanging baskets in Loughton, namely 38 hanging baskets in The Broadway, 31 wraparound baskets for The High Road, and 11 wraparound baskets for Old Station Road, Loughton, for the period 20 May 2024 to 22 September 2024 – 18 weeks.

LTC has budgeted £9,431 for this purpose.

20 Financial Position

Current Financial Position

The current financial position as at 31 January 2024 is attached together with current details of the funds available from earmarked reserves.
(See page 19.)

21 Environmental Issues

This agenda item provides an opportunity for the Committee to discuss concerns and improve the ambience and environment of Loughton by tackling adverse factors and promoting positive ones.

The methodology agreed is as follows:

Councillors should send to the Town Clerk at least 14 days before the meeting a statement of what the eyesore is, its exact location, its ownership, if known, and the desired course of action. Members would discuss the matter, come to a conclusion, and then the Clerk would write to the responsible body outlining what the Town Council would like to see done. If no action were taken, the matter could be publicised and revisited at a subsequent meeting.

22 Future Work of the Committee

The opportunity for members to suggest topics to be considered by the Committee at a future meeting, subject to the Committee's agreement.

23 Closing Remarks of the Committee Chairman

The Chairman would like to comment as this is the last Environment & Heritage Committee meeting of this current Town Council administration.

Mark Squire
TOWN CLERK
20 March 2024

Agenda item 10.1
Signage – Alleyway Project



Agenda item 12.2
Tree Damage



Agenda item 13 – Tree Report

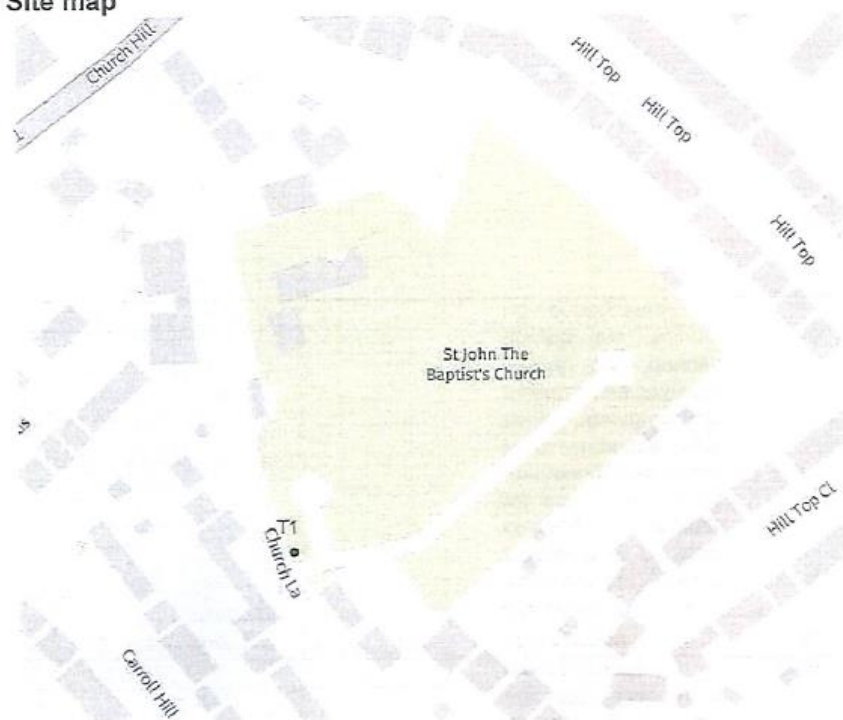
Loughton Town Council
Tree Survey Report

9 Loughton Cemetery

Tree ref.	Tag No.	Species	Age	Height (m)	Condition	Recommendations	PRF's	Works Priority	Inspection Frequency
T1	001196	Ash (<i>Fraxinus excelsior</i>)	SM	6	Adjacent to the entrance gate. Fair vitality and vigour displayed at the time of inspection. Trunk wound (10cm x 40cm) at 0.5m of height facing south. A sound test of mallet detected decay within the stem.	Crown reduce by 2m to alleviate basal pressure.	N	4	4

Loughton Town Council
Tree Survey Report

Site map



© Crown copyright licence No. 1000196002 Essex County Council

Loughton Town Council
Tree Survey Report

12 Willingale Rd Allotments

Tree ref.	Tag No.	Species	Age	Height (m)	Condition	Recommendations	PRF's	Works Priority	Inspection Frequency
T1	N/A	Ash (<i>Fraxinus excelsior</i>)	SM	8	Good vitality and vigour displayed at the time of inspection. Crown encroaching the roof of the garage.	Crown lift for approximately 1-2m clearance from the garage.	N	4	5
T2	N/A	Elder (<i>Sambucus nigra</i>)	Y	6	Poor vitality and vigour displayed at the time of inspection. Dying tree with less than 25% living crown. Leaning towards the allotment.	Fell.	N	3	0
T3	N/A	Elm (<i>Ulmus procera</i>)	Y	4	Dead tree with ivy.	Fell.	N	3	0

Loughton Town Council
Tree Survey Report

Site map



Agenda item 17
Indoor / Outside Boot Sales

Loughton Lawn Tennis and Bowling Club (LLTBC) request

Do we need a license to hold a car boot sale either outdoors or indoors on our premises? If so, what is the process for requesting such a license? The proposed car boot sale would be a one-off event. There would be a maximum of 8 stalls if held indoors, a maximum of 12 stalls if held outside. This will not be a community-based market. We will be inviting local businesses/individuals to be stall holders. They will keep all profits made on the day. The Bowls Club will keep the charge made to each stall holder for their pitch and lay on refreshments for people visiting the event. The intention is to raise additional funds for the Bowls Club to cover its annual running costs.

EFDC's market policy includes markets held either outdoors or indoors and on public or private land and includes car boot sales, antique and craft markets, general markets, food markets, farmers' markets and charitable markets but does not include jumble or table-top sales held for charitable or community purposes etc. As LTC has elected to be Market Authority in its own right, the decision making lies now with LTC.

Having gleaned information from other Local Authorities (see extracts marked in yellow), it is apparent that one-off boot sales are generally exempt from planning permission, if they are raising funds for their own Community institution, which is the case here.

In this instance, recommend to allow the boot sale to go ahead on the provision that LLTBC, produce an event management plan and health make a health and safety risk assessment (including parking arrangements) and satisfactory insurance cover.

Should LLTBC hold the boot sales as regular events, then a comprehensive 'boot sale' policy will be needed to be drafted by LTC will needed, in any case as the new licensing authority.

A policy and licence application form will be submitted to the next Environment& Heritage Committee scheduled for 11 June 2024.

MS 20.3.24

Application evaluation process

Applications must be submitted on the forms provided by the licensing authority and be accompanied by the required fee. Please see the schedule of fees for further information. The licensing authority will require a plan to be submitted as part of the application process and may attach conditions to any licence granted.

The following criteria, amongst others, will be considered when the application is being evaluated:

- the commencement time and duration of the occasional sale
- the proposed arrangements for accommodating the vehicles of persons attending the occasional sale
- the proposed arrangements for controlling road congestion, litter or noise as a result of the occasional sale
- whether the applicant has previously been granted a licence for an occasional sale by any other borough within 3 years of the date of application and failed to comply with the conditions imposed in relation to that licence.

Conditions can be attached to a licence to ensure that the above are complied with.

In addition to any requirement or licence condition imposed by the Council the person holding the sale must display their full name and business address and the full name and business address of the person appointed to receive complaints about the sale in a prominent position.

Will Tacit Consent Apply?

Yes. If you have not been notified of the refusal of your application within 21 days of its submission, the licence shall be deemed to have been granted.

[Apply now](#)

[View licensing fees information.](#)

Failed Application Redress

If an application for a licence is refused the applicant can appeal to Westminster Magistrates' Court, 181 Marylebone Road, London, NW1 5BR.

Kens & Chelsea Guidance

EXAMPLE

About the occasional sale (boot sale/table top sale) licence

You'll need to apply for an occasional sale (boot sale/table top sale) licence if you want to hold a car boot or table top sale in car parks and open spaces.

An occasional sale:

- does not take place in the street or in a building (except a car park)
- is made up of five or more trading pitches, vehicles, or stands where buyers and sellers meet to buy and sell goods

Before you apply

You should [read the guidance notes](#) before making the application.

To apply for an occasional sale license, you'll need to provide the following:

- [application form for an occasional sale licence](#)
- a plan of the area where the occasional sale will take place (all entrance and exit routes, general parking arrangements and where vehicles will queue to enter the site)
- application fee

You can scan documents if you do not have electronic copies. You must make sure the information is readable.

You can apply and pay online or by post. You must include all supporting information.

How much it costs

[Visit our licensing fees web page for cost information.](#)

After you have applied for an occasional sale (boot sale/table top sale) licence

We will contact responsible authorities and council departments. We may also need to visit the site you want to use before we make a decision.

Permission summary

An "Occasional Sale" means a sale which does not take place in the street or in a building (except a car park) and comprises five or more trading pitches, vehicles, or stands where buyers and sellers meet to buy and sell goods. An "Occasional Sale" would include Car Boot and Table Top sales held in car parks and open spaces, but does not include:

- a market of fair which has a legal right to be held
- an auction of farm animals
- a market which has been granted consent under the Town and Country Planning Act 1990
- a market which has operated continually since 30 June 1948

Any person who wishes to hold an Occasional Sale is required to obtain a licence from the Council unless the proceeds of the sale are applied solely or principally for charitable, social, sporting, religious or political purpose. For further advice on whether your Occasional Sale requires a licence please contact the licensing team.

Eligibility Criteria

Any person wishing to hold an Occasional Sale may apply for a licence. The application must include the following information:

- proposed date and time of commencement, expected duration and location of the intended sale
- the extent of the premises to be used for the sale
- the name and address of the person who proposes to hold the sale and the name and address of the person who will receive and answer complaints
- an estimate of the number of persons expected to attend
- the arrangements proposed for accommodating vehicles of persons attending the sale
- the arrangements proposed for controlling road congestion, litter and noise

Regulation Summary

See the summary of regulation relating to this licence for further information.

Licence Holder Redress

Any licence holder who wishes to appeal against a condition attached to their licence can appeal to Westminster Magistrates' Court, 181 Marylebone Road, London, NW1 5BR.

Consumer Complaint

We would always advise that in the event of a complaint the first contact is made with the trader by you - preferably in the form of a letter (with proof of delivery). If that has not worked, if you are located in the UK, [Citizens Advice Bureau](#) will give you advice. From outside the UK contact the [UK European Consumer Centre](#).

The council operates a complaints procedure. To view the complaints procedure or to make a complaint relating to the service you have received please see [comments, complaints and feedback](#).

Other Redress

If there is a concern about noise, pollution, or similar please contact the Council's Environmental Health Line on 020 7361 3002 or email environmentalhealth@rbkc.gov.uk. If your complaint relates to an existing licensed premises or a premises is suspected of operating without the required permission please contact the Council's Licensing Team on 020 7341 5152 or email licensingenf@rbkc.gov.uk.

Last updated: 14 July 2021

Example

**Occasional Sale (including Car Boot,
Table Top sales etc.)
Application for the Grant of a Licence**

Licensing Team, Royal Borough of Kensington and Chelsea - please visit our website www.rbkc.gov.uk for our current postal address or contact us on 020 7341 5152 email: licensing@rbkc.gov.uk



THE ROYAL BOROUGH OF
KENSINGTON
AND CHELSEA

This form should be completed and forwarded to the Royal Borough of Kensington and Chelsea, Licensing Team at the above address with the required fee at least 42 days prior to the event. Please ensure that your answers are typed in black. Some text boxes may have a limit on the number of characters. Where necessary please use additional sheets and upload them with your form.

ALL FIELDS MARKED IN RED ARE MANDATORY AND MUST BE COMPLETED.

ALL FIELDS MARKED IN RED ARE MANDATORY AND MUST BE COMPLETED.
Before submitting your application please save a copy to your desk top. Please ensure that you provide a valid email address.

I/We apply for a Licence for the location specified in section 3 below

<p>1. Full name and private address of applicant(s). If the application is made by a limited liability company, please give the address of the registered office (Note A) and where different, also state the main trading address of the company.</p>	
	<p>Name</p> <p>Address</p> <p>Main trading address of the company</p> <p>Telephone No</p> <p>Email address</p>
<p>2. Full name and private address of the registered land owner, (if different from section 1 above)</p>	<p>Name</p> <p>Address</p> <p>Telephone No</p> <p>Email address</p>

<p>3. Details of the proposed Occasional Sale (please provide a plan or drawing showing entrances/exits, parking areas, buildings and sales areas).</p>	<p>Location</p> <p>Date</p> <p>Start time</p> <p>Finish time</p> <p>Expected number of attendees</p>
<p>4. Give details of the expected number of pitches/ vehicles, arrival time and time the site will be vacated</p>	<p>Time of setting up of vendors' pitches</p> <p>Time site will be vacated</p> <p>Number of vendors pitches</p>
<p>5. Please provide details of the arrangements for vehicle parking, controlling congestion, litter and noise and any other information you consider may be relevant to your application(continue on a separate sheet if necessary)</p>	<p>(i) Proposed parking arrangements</p> <p>(ii) Proposals for traffic management/road congestion</p> <p>(iii) Proposals for controlling litter</p> <p>(iv) Proposals for controlling noise</p>
<p>6. Full name and private address of the person appointed to deal with complaints about the sale, (if different from section 1 above)</p>	<p>Name</p> <p>Address</p> <p>Telephone No</p> <p>Email Address</p>
<p>7 Will there be any food stalls? (if yes please provide further details of the number of food stalls and where they will be located)</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>

Sep 13

2 of 3

<p>8 Has the applicant been granted a licence to hold an Occasional Sale in this or any other borough in the past 3 years? If yes, please provide details</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p>Where application is made by a limited liability company, the secretary or a director should sign. In the case of a partnership, each partner should sign. If signing on behalf of applicant, please state in what capacity you are acting.</p> <p>Date</p> <p>Address to which correspondence should be sent</p> </div> <div style="width: 48%;"> <p>Signature(s) of applicant(s) or applicant's solicitor or other duly authorised agent.</p> </div> </div> <p>Data Protection: This information will be used by the Royal Borough of Kensington and Chelsea for the purposes of Licensing and related purposes. The application form may be examined on request by any member of the public. In addition, this information will be disclosed to the Police, The London Fire and Emergency Planning Authority, relevant ward Councillors and other Council departments. To comply with financial regulations, details of license holders are also disclosed to the Inland Revenue.</p>	

Now save your form and upload here

Car Boot Junction (UKs Car Boot Directory)

Do you need a licence for car boot sales?" is one of the most common questions we get asked by would be car boot operators.

We would love to be able to tell you that there is a central Government resource for car boot licencing with all the information you need and a simple license application process. Unfortunatley, that's not the case.

As things stand there is no consensus among local authorities as to how car boot sales should be defined. That is, are they markets or they a classification in their own right? Some councils will permit a small number of sales per year at the same location (usually 14) without a market licence, but you must inform the council of the date of the first sale before it takes place. Others will permit car boot sales without a license if all the proceeds go to charity. While others, and this is becoming more common now, impose the normal conditions attached to market licences.

Currently there is a growing degree of resentment from car boot operators towards local authorities and councils for a greater number of boot sales being treated the same as markets, and indeed some smaller car boot sales have closed down claiming they can ill afford the licence fees, or can't be bothered with the bureacracy surrounding the application process.

The reasons behind these additional restrictions are varied but seem to be caused by two driving factors. The first, and more cynical view, is that in our struggling economy it's an obvious way for the local authorities to raise some additional revenue. In reality most licence fees are under £175 for a year (under £100 for a temporary licence) and we doubt the difference between the cost in administration and the fee itself justifies this approach. Nevertheless, it's still enough to put off the smaller one-off and non-charitable car boot sale, or someone testing the market for the first time.

The second driving factor is the considerable growth in the number of car boot sales in the last few years, again largely driven by the economy. Even car boot sales on private land create additional issues and costs for the immediate area. Sometimes it's simply additional waste collections, but sometimes there are impacts to traffic, public rights of way and environmental concerns.

This is where we make our plea! If you are considering starting up a car boot sale, do it right and do it by the book, and please please please be considerate of your neighbours. For example, do you have sufficient parking on site without necessitating people parking on verges or in local shop spaces, have you arranged for additional waste collections, have you considered access to and from to avoid road congestion? It's important to address each of these concerns properly so as not to fall on the wrong side of the local authority and in so doing make it easier for car boot sale operators who follow.

So back to the original question... do you need a license to run a car boot sale? Well, quite simply it depends where you are and which local authority you fall under. Bottom line, you REALLY need to ask, so give your local authority a call or check out their website.

With a view to making things a little easier we have started a list of links for local authorities and council pages dealing with this very subject. Just select the local authority or region from the drop down menu below and click Go. If your local authority, council or region is not listed yet we may still be researching it so bear with us...

Agenda Item 20
Financial Position
Current Financial Position

Summary Income & Expenditure by Budget Heading 31/01/2024

Month No: 10

Environment & Heritage Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Budget	Variance Annual Total	Funds Available	% of Budget
Environment & Heritage							
Christmas Best Dressed Window	Expenditure	340	0	350	350	350	0.0%
Cemetery (Church Lane)	Expenditure	56,389	35,341	63,668	28,327	28,327	55.5%
	Income	25,366	10,507	15,715	5,208		66.9%
Street Furniture	Expenditure	39,307	38,231	32,460	-5,771	-5,771	117.8%
Allotments	Expenditure	3,213	3,338	6,260	2,922	2,922	53.3%
	Income	3,842	3,770	3,630	-140		103.9%
Lady Whitakers Mead	Expenditure	1,640	650	880	230	230	73.9%
Other Services	Expenditure	1,126	1,652	1,160	-492	-492	142.4%
	Income	0	150	0	150		
Service Re-charge (1)	Expenditure	99,000	0	125,000	125,000	125,000	0.0%

INCOME – EXPENDITURE TOTALS

Environment and Heritage Expenditure	<u>201,015</u>	<u>79,212</u>	<u>229,778</u>	<u>150,566</u>	<u>150,566</u>	34.5%
Income	<u>29,208</u>	<u>14,744</u>	<u>19,345</u>	<u>4,601</u>		76.2%
Net Expenditure over Income	<u>171,807</u>	<u>64,468</u>	<u>210,433</u>	<u>145,965</u>		

Notes:

- 1) Service re-charge for 2023/24 is £125,000 which is deducted at the end of March 2024. Qualis have now started to invoice on a monthly basis.

Earmarked Reserves

A summary of the Committee's reserves showing the amounts available from reserves as at 30/11/2023 is provided below:

Environment & Heritage Committee	31/01/2023
Christmas lights	350
Cemetery	17,292
Cemetery plot maintenance endowment (restricted fund)	8,262
Total	25,904