



COUNCIL MEETING

Members are summoned to attend a Meeting

of the Town Council to be held at 7pm on

Tuesday 28 January 2025

**At Loughton Town Council, Council Chamber,
1 Buckingham Court, Loughton IG10 2QZ**

to transact the business as shown in the agenda.

**Mark Squire
Town Clerk**

22 January 2025

**Councillor K Valentine (Town Mayor)
Councillor L House (Deputy Town Mayor)**

Cllr I Allgood
Cllr S Fontenelle
Cllr N MacKinnon
Cllr J Obaseki
Cllr M Stubbings

Cllr R Brookes
Cllr A Fricker
Cllr R Minhas
Cllr M Owen
Cllr R Sylvan

Cllr C Davies
Cllr S Harriman
Cllr S Murphy
Cllr C Pond
Cllr C Ubah

Cllr W Dodd
Cllr K-W Lee
Cllr S Murray
Cllr J Riley
Cllr D Wixley

Note to Councillors:

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

A G E N D A

- 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 Council meeting held on 11 December 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 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 2025/26**
To consider the recommendation of the Resources and General Services Committee at its meeting held on the 15 January 2025. See attached report on pages 3 – 4 and Appendix 1, pages 1 – 11.
- 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 on page 5.
- 9 Reports from Committees**
 - 9.1 Planning and Licensing**
Held on 23 December 2024, 6 and 20 January 2025.
 - 9.2 Recreation**
Held on 15 January 2025.
 - 9.3 Resources and General Services**
Held on 4 December 2024 and 15 January 2025.
- 10 Reports from Members on Outside Organisations**
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

Broadway Town Centre Partnership Meeting 9 January 2025 – Cllr Murray.
See page 6.

11 Designated Town Councillor e-mail addresses

To date, eleven Town Councillors have successfully transferred to their new designated Town Council e-mail address. A few members are experiencing some difficulty in the transfer which is under review. All other members are requested to enable the transfer as soon as possible.

To receive and note

**Mark Squire
Town Clerk
22 January 2025**

**Agenda Item 7
Council Precept for 2025/26**

The Council is asked to consider:

- I. the budget for 2025/26.
- II. the movement in earmarked (funds) reserves for 2025/26; and
- III. the level of the precept for 2025/26.

7.1 At its meeting on 15 January 2025, 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 2025/26 and the financial forecasts predicted for the Financial Year End of 2024/25.

7.2 The Responsible Financial Officer (pending) will elaborate on a few factors that have influenced the budget. Overall new Earmarked Funds of some £35,000 have been added to cater for various envisaged Town Council projects. The budget proposed in the agenda report was agreed by the Resources and General Services Committee on 15 January 2025. The revised Earmarked Funds summary is shown on Appendix 1 page 11.

7.3 Summary of the Committees' Estimates
The Resources and General Services Committee RECOMMENDED to Council that the precept for 2025/26 be set at £1,061,038 with the budget details (recharges added in) as set out below.

7.4 Committees' Estimates
A summary of the Committees' estimates (including recharges) is therefore as follows:

Committee	Income	Expenditure
	£	£
Resources and General Services	19,500	220,011
Environment and Heritage	19,133	256,119
Recreation	167,865	712,194
Planning and Licensing	0	54,212
	206,498	1,242,536

Increase / Decrease in Earmarked Reserves		
Resources & General Services		10,000
Environment & Heritage		3,000
Recreation		27,000
Planning and Licensing		(5,000)
Total	206,498	1,277,536
Net requirement	1,071,038	
Surplus General Reserve Allocation	(10,000)	
Final Net Requirement	1,061,038	80.48

7.4 Precept for 2025/26

For information the tax base for 2025/26 has been confirmed as 13,184.1* (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 20.12.24

RECOMMEND that the Council's precept for 2025/26 be set at £1,061,038

This will set the Loughton proportion of the annual council tax for a band D property as £80.48, an increase of £4.13 (£0.08 weekly) from the current year of £76.35, a 6.75% increase.

The Resources and General Services Committee reiterated that the Council have worked intensively to keep this as low as possible, whilst maintaining service standards and the capability to fulfil a few key future projects.

The Council is asked to confirm

- I. the budget for 2025/265
- II. the amount to be taken from Earmarked Reserves; and
- III. the level of the Precept for 25/26

Agenda item 8
Town Mayor's Engagements and Announcements

- 18 December EFDC Chairmans Christmas Carol Service St Mary's Church Theydon Bois - Cllr Carol Davies attended as past Town Mayor
- 21 December 9 Lessons and Carols St John's Church 7pm – Cllr Carol Davies attended as past Town Mayor
- 25 December Public Menorah Lighting Ceremony Loughton – Cllr Stephen Murray attended and represented Loughton Town Council
- 30 December Woodland Grove Care Home – Penguin Visit

2025

- 16 January Funeral of t/l Judith Woodman (Ex Town Council Councillor) – Cllr Chris Pond attended
- 17 January LADS production "The Last of the Pelican Daughters" – Lopping Hall
- 25 January Upstage Theatre Company – Loughton Panto – Sleeping Beauty at Lopping Hall
- 26 January Holocaust Memorial Service – on land outside Loughton Library 1pm

Agenda item 10
Reports from Members on Outside Organisations

Broadway Town Centre Partnership Meeting 9th January 2025

This meeting wasn't particularly well attended with 5 councillors in attendance, four EFDC Council officers, two businesses and one local resident.

Issues covered included:

- Update on the Broadway improvement scheme
- Report back from the 'meet the contractors' sessions
- A full briefing from County Councillor Lee Scott as regards local government changes
- Issues as regards the college

Cllr Murray