



COUNCIL MEETING

**Members are summoned to attend a Meeting
of the Town Council to be held at 7.30pm on
Wednesday 26 February 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**

19 February 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 28 January 2025.
- 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 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 3.
- 8 Timetable of Meetings**
To be sent out separately prior to the meeting.

Members to approve
- 9 Parking Regulation Request**
See attached request regarding parking issues affecting Homecroft Gardens and Schoolhouse Gardens (see pages 4 and 5).

Members to agree a way forward
- 10 Government Survey on the Proposed Devolution of Greater Essex**
The Government has launched a public consultation seeking views on the creation of a Mayoral Combined County Authority in Greater Essex.

Details are available through the following links:
 - [Read the open consultation for Greater Essex devolution on GOV.UK](#)
 - [Share your views on the Greater Essex devolution consultation](#)
The consultation closes at 11.59pm on Sunday 13 April 2025.
- 11 Reports from Committees**
 - 11.1 Planning and Licensing**
Held on 3 and 17 February 2025.

P&L Committee members may wish to comment on the recent ongoing correspondence regarding minute no. **PL164.1.1**. The Town Clerk will review comprehensively and report back at a subsequent meeting upon his return to the office.

11.2 Environment & Heritage

Held on 28 January 2025.

11.3 Resources and General Services

Held on 12 February 2025.

12 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. See pages 6 – 13.

- I. Local Councils Liaison Committee – Monday 3 February 2025 – Pippa Bryce & Cllr Wixley
- II. Let's Talk – 31.1.25, 12.2.25 – Cllr Wixley
- III. Oakwood Hill Matters – Cllr Murray
- IV. Lopping Hall Trust Report – Cllr Riley

Mark Squire
Town Clerk
19 February 2025

Agenda item 7
Town Mayor's Engagements and Announcements

5 February	YES Partnership	CD
14 February	Epping Forest & Commons Committee - Epping Forest Ranger's Golden Jubilee – Lopping Hall	KV

Agenda Item 9: Support to regulate parking at IG10 3RB / IG10 3PD Request

Dear Councillor,

I hope this message finds you well.

I am writing to bring to your urgent attention the severe parking issues affecting Homecroft Gardens (IG10 3RB) and the adjacent Schoolhouse Gardens (IG10 3PD), which provide access to Lucton Mews and Bryony Close. These small residential streets in Loughton have experienced a significant increase in irregular parking over recent years, creating serious accessibility and safety concerns for residents.

The situation has worsened due to two major developments on Borders Lane, which have introduced hundreds of additional vehicles into the area. Despite assurances made during the planning process that measures would be taken to mitigate the impact, the reality is an overwhelming overflow of parked vehicles spilling into neighbouring streets. This has resulted in severe congestion and dangerous obstructions.

Key Issues:

Obstruction of Driveways and Junctions

- * Residents frequently find their driveways blocked by vehicles parked too close or directly in front, making access impossible. One resident was even compelled to sell their home due to persistent parking issues.
- * On multiple occasions, particularly at the junction of Homecroft Gardens and Schoolhouse Gardens, parked cars have completely obstructed access. On at least two occasions, drivers were left honking their horns for hours with no resolution.

Pedestrian Safety Risks

- * Wheelchair users, parents with buggies (including three sets of twins living on our street), and other pedestrians are frequently forced to walk on the road due to cars parking on pavements and blocking dropped kerbs. This presents a serious safety hazard for vulnerable road users.
- * Poor visibility caused by parked cars at junctions significantly increases the risk of collisions, endangering both pedestrians and drivers.

Traffic and Emergency Access Issues

- * Vehicles attempting to turn in and out of Homecroft Gardens and Schoolhouse Gardens often have no clear line of sight due to obstructive parking at junctions, creating dangerous blind spots.
- * Emergency services and delivery vehicles struggle to navigate the streets, leading to delays in response times and further congestion.

Aggravation by Lorries and Large Vans

* The problem is further exacerbated by lorries and large vans that are frequently parked overnight or for several days over the pavement in these already narrow streets.

* These vehicles create additional obstructions, reducing available space for pedestrians and making it even more difficult for residents to navigate the area safely.

Proposed Solutions:

To address these issues effectively, we urge the implementation of the following measures:

1. Introduction of a Controlled Parking Zone (CPZ)

* Establish a residents' permit parking scheme similar to that in place on Ladyfields Lane (IG10 3RT).

* A CPZ will not only bring order to the streets but also generate revenue for NEPP, making it a sustainable solution.

2. Marking of Designated Parking Bays and No-Parking Areas

* Clearly define permitted parking areas by painting designated bays, ensuring that vehicles do not obstruct driveways or junctions.

* Implement double yellow lines at key junctions and high-risk areas to maintain visibility and prevent hazardous obstructions.

3. Stricter Enforcement and Regular Patrols

* Increase enforcement of parking restrictions with regular patrols to deter illegal and inconsiderate parking.

* Introduce penalties for vehicles obstructing driveways, blocking pavements, or parking in unsafe locations.

These measures will significantly improve accessibility, enhance safety for both pedestrians and drivers, and restore order to the neighbourhood's parking situation. We seek your support in urging NEPP to take immediate action to implement these solutions before further accidents or safety incidents occur.

We appreciate your time and attention to this pressing matter and would welcome the opportunity to discuss this further at your earliest convenience.

Yours sincerely,

Agenda item 12
Reports from Members on Outside Organisations

Notes of Meeting held on Monday 3 February 2025 at Thornwood Common Parish Hall with representatives of Town and Parish councils in the Epping Forest District

1. It was agreed that an Epping Forest Association of Local Councils should be created. A draft constitution will be created and circulated to all Councils for consideration and agreement. There should be a minimum of 2 meetings per year, and two representatives per council. Cllr Wixley questioned whether a Councillor from each Council should also be included. Discussion was that this was an operational group aimed at the work of the Clerks – consideration would be given.
2. It was agreed that Beverley Rumsey and Cllr Shiela Jackman are to continue as the two representatives from the Epping Forest District onto the EFALC Executive
3. Cllr Sam Kane provided an update on the Devolution of Essex County Council to combine all districts to make a Greater Essex Authority. They were being pushed to form the first wave of the Country's Devolution initiative. This would be fast moving and ECC is going for the first wave as this places them in the driving seat rather than following what other Unitary authorities agree to further down the line.

Proposals will be submitted by 2025 with elections in 2027 to the newly created unitary. The current ECC and EFDC would disappear by 2028. The format of Parish and Town Councils was yet to be determined. It will be an opportunity for Town and Parish Councils to stake their claim regarding Structure, Finance Planning and Infrastructure.

4. It was noted that Cllr Chris Whitbread had agreed to meet with Clerks on the following dates: 28 February at 12pm, 12 June at 7pm, and 10 October at 12pm. Cllr Wixley referred to the minutes of the EFDC LCLC meeting which stated that Cllr Whitbread had agreed to meet with Clerks and Councillors and suggested that a Councillor should be at this meeting. It was also asked that the relevant Portfolio Holder should also be invited to the meetings.

The Clerks agreed to attend the 28 February meeting and report back.

5. There was discussion regarding the planning process and the changes at EFDC planning. It was agreed that the planning process was still not clear to some Parish Councils. There was discussion about whether the S106 monies were being used by the communities they affected.
6. It was agreed that the Parish Charter is a good communication tool and should stick with the agreement to review/create a Town Council with EFDC as per the LCLC meeting.

7. The matter of EFDC charging for the use of the Monitoring Officers time and advice was discussed. It was noted that EFDC has a new acting Monitoring Officer. It was agreed that the legal position of EFDC monitoring officer charging Parish Councils regarding Code of Conduct complaints should be investigated.
8. It was agreed that questions will need to be raised and submitted by 2 March for the next EFDC Local Councils Liaison committee meeting on 20 March 2025

Pippa Bryce
7 February 2025

Outside Body Reports – for the Council meeting of 26.02.25.

The meeting of the representatives of local councils within the EFDC Area held at Thornwood Village Hall on the 3.2.25. This meeting was attended by the Deputy Town Clerk, Pippa Bryce and myself. My report should be read in conjunction with that written by Pippa. I am just adding a few comments.

I was asked to chair the meeting which I agreed to do.

The meeting was attended by 22 representatives of the 14 councils, with 12 clerks and 10 Councillors present (one of the Councillors from Roydon PC was also the acting Clerk for that council). In the past the EF Branch of the EALC has met prior to the LCLC meeting. In order to agree on agenda items for that meeting. However, the EF Branch of the EALC has been abolished. The former Secretary, Adriana Jones, advising that it was 'illegal.' The reason for this is unclear but I suspect an objection from the EALC.

A new body called the Epping Forest District Association of Local Councils and with a new constitution has been proposed. I suggest that the draft constitution is considered at our next full Council meeting when the Town Clerk will have returned to work. LTC's comments can then be submitted to the next EFALC meeting.

Cllr Sam Kane (Waltham Abbey TC), who is also a County Councillor gave an informative report on the Devolution process and suggested T&P councils look for ways to become more efficient by sharing services. At the last LCLC meeting (21.11.24) the Leader of EFDC agreed to meet with a Clerk representative of the local councils. However, I referred to the minutes of the LCLC meeting that states that a Councillor representative would also be present. AJ disputed the accuracy of the LCLC minutes and after some debate it was agreed that at least for the first meeting just a Clerk should attend. Three meetings have been arranged for 28.2.25, 12.6.25, 10.10.25.

AJ took the minutes of the meeting and submitted the draft copy of minutes for my comment. I agreed, subject to a couple of minor alterations, that they were an accurate account of the meeting.

'Let's Talk' (previously known as 'Coffee with the Cops') meetings.

I have attended 2 Let's Talk meetings, the first one at the IG9 Café on 31.1.25 in Buckhurst Hill. At the time, meetings in Loughton had ceased. PCSO's Kitchen and Flett were present at the meeting, that was useful but poorly attended, by only myself and a Local Neighbourhood Watch Coordinator present although towards the end of the meeting, we were joined by a BH resident.

I attended because of ongoing complaints about parking issues in Whitebridge Ward. The PCSO's offered some useful advice.

The meeting took place shortly after the announcement that as a cost cutting exercise Essex Police would be doing away with all their PCSO's. There was some discussion about this but for obvious reasons the PCSO's couldn't comment on the proposals. However, it was recognised that they provide a valuable service as 'eyes and ears of the local community.' Subsequently, it has been announced that additional funding means that the Essex PCSO's will not be disbanded which is welcome news.

'Let's Talk' – Loughton Library 12.2.25.

The Essex police website now has a list of 'Let's Talk' meetings in Loughton. Some of which are also dealing with Fraud awareness.

I attended the first of these meetings only to find that it had been cancelled due to the PCSO who was unable to attend being unwell.

D Wixley
17.02.2025

Oakwood Hill Matters

FEB/MAR 2025 TEL: 07763 218593 ISSUE: 4

OAKWOOD HILL MATTERS



Community Engagement Officer: Claire Evans
 clevans@eppingforestdc.gov.uk
 TEL: 07763 218593



Epping Forest District Council

IN THIS ISSUE:

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- SAFER STREETS
- ACCELERATE ACTION
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- FLYERS FOR REGISTRATION
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- WELLBEING SURVEY
- EPPING FOREST LINKS

If you would prefer to receive this Newsletter digitally, please just let me know by email.

HOSTED BY RESTORE COMMUNITY AND ATTENDED BY COMMUNITY ENGAGEMENT OFFICER

COMMUNITY HUB EVERY THURSDAY 9.30AM-1.00PM

FREE TO ATTEND



Find a warm address at one of our many warm places sites across the Epping Forest District

restore COMMUNITY



Peabody



Qualis



open road



citizens advice

PHOENIX FUTURES

affordable counselling Epping Forest

employment ability

FOR MORE INFORMATION, CALL CLAIRE ON 07763 218593

AN GREAT OPPORTUNITY TO BRAG TO THESE SERVICES IN PERSON OR TO SIMPLY JOIN US FOR A CUPPA!

Hopefully, you recently received this update through your letterbox.

COMMUNITY DAY
 8 MARCH
 10am-2pm

'Accelerate Action - Stand on Your Own Two Feet' Workshop Event



FREE

7 MARCH 10am-4pm

RAYDENSOLICITORS



Epping Forest District Council

SAFER STREETS PROJECT UPDATE

February 2025



CCTV

Phase 1 of the CCTV project has been completed, phase 2 of additional cameras will be completed by the end of March 2025

Diversionsary activities

In the summer of 2024, Epping Forest District Council (EFDC) partnered with Youth Unity to




FEB 2025

TEL: 07763 218593

ISSUE: **4**

WHAT'S ON...

at the Oakwood Hill Community Centre
hosted by:

restore and
COMMUNITY

info@restorecommunity.org.uk

Epping Forest
District Council

clevans@eppingforestdc.gov.uk

MON

10.00am - 11.30am
NOAH'S ARK *PLAYGROUP
*must be booked in advance with RESTORE

7pm-8.15pm
CHURCH YOUTH
Contact RESTORE

TUES

10.00am - 11.30am
NOAH'S ARK *PLAYGROUP
*must be booked in advance with RESTORE

7.30pm-9pm
TABLE TENNIS
£1pp DROP-IN

WED

12.30pm-2.30pm
LET'S GET TOGETHER
***FREE* DROP-IN**

7pm-10pm
ALPHA COURSE
Contact RESTORE

THUR

9.30am - 1.00pm
COMMUNITY HUB - DROP-IN
includes: Affordable Counselling
BOOK COUNSELLING by email:
affordablecounsellingef@gmail.com
or phone: 07538 111796

1.30pm-3.30pm
COMMUNITY SKILL SHARE
FREE

7.15pm-8.15pm
MIND BODY
MEDITATION / MOVEMENT
£7.50 (FIRST 6 WEEKS FREE)

FRI

12.30pm-3.30pm
MINDFUL ART SPACE
FREE

COMING SOON...
FLOURISHING AFTER SCHOOL CLUB
MON/WED/FRI 3.30pm-5.30pm

LADIES DANCE & LUNCH
TUE 12.30pm-2.30pm

SAT

MONTHLY PET CHECK-IN
with Veterinary Nurse: Ros Bath
ENQUIRE/BOOK with:
rosbathrvn@gmail.com

BABY WEIGH-IN WED MORNINGS

FAB YOUTH CLUB
FRI 6.30pm-8.30pm

<p style="text-align: center;">Wednesday</p> <h2 style="background-color: #76b82a; color: white; padding: 5px;">Let's Get Together</h2> <p style="text-align: right; font-weight: bold; font-size: 1.2em;">FREE</p>  <p>These free weekly sessions are run by Epping Forest District Council's Community, Development and Wellbeing team and are open to the whole community.</p> <p>Come along and get to know others in your local area. Learn a new skill, play a few games, or just relax and enjoy a cup of tea and a chat.</p> <p style="text-align: center;">Every Wednesday 12.30pm – 2.30pm From 25th September 2024</p> <p style="text-align: center;">The Oakwood Hill Community Hub Longcroft Rise, Loughton, Essex. IG10 3NB</p> <p style="text-align: center;">No need to book, just turn up</p>	<p style="text-align: center;">JOIN CLAIRE SILVER FOR</p> <h2 style="text-align: center;">MIND-BODY</h2> <p style="text-align: center;">MEDITATION & MOVEMENT CLASS</p> <div style="float: right; border: 1px solid #76b82a; padding: 5px; border-radius: 10px;"> <p>Thursdays 7.15pm £7.50</p> </div>  <p style="border: 1px solid #76b82a; padding: 5px; border-radius: 10px; display: inline-block;">Oakwood Hill Community Centre IG10 3NB</p> <p style="text-align: center; font-size: 0.8em;">BOOK WITH CLAIRE ON: 07500 220868</p>
<p style="text-align: center;">Thursday</p> <h2 style="color: #0070c0;">Community Skill Share</h2> <div style="float: right; border: 1px solid #0070c0; padding: 5px; border-radius: 10px;"> <p>❖ FREE</p> <p>❖ DROP-IN</p> </div>  <p>Community Skill Share is a free drop-in space for adult residents of Oakwood Hill & surrounding areas.</p> <p>A mindful and safe group setting, to learn skills from one another. It might be cooking, knitting, meditating or DIY – something to share and learn together!</p> <div style="border: 2px solid #0070c0; padding: 10px; display: inline-block; font-weight: bold; font-size: 1.5em; color: white;">NEW</div> <p style="text-align: center;">Every Thursday (from 27 February 2025)</p> <p style="text-align: center;">1.30pm-3.30pm</p>	<p style="text-align: center;">Friday</p> <h2 style="color: #76b82a;">Mindful Art Space</h2> <div style="float: right; border: 1px solid #76b82a; padding: 5px; border-radius: 10px;"> <p>❖ Free</p> <p>❖ Drop-in</p> </div>  <p>Mindful Art Space is a free drop-in space for adult residents of Oakwood Hill & surrounding areas.</p> <p>A mindful and safe group setting to be playful with art, nurture wellbeing & provide mental health advice, led by Registered Mental Health Nurse: Janet Ellington.</p> <p style="text-align: center;">Every Friday (from 22 November 2024)</p> <p style="text-align: center;">12.30pm-3.30pm (drop in - no need to book)</p> <p style="text-align: center;">Light refreshments provided</p> <div style="border: 1px solid #76b82a; padding: 2px; font-size: 0.7em; text-align: center;">Oakwood Hill Community Hub, Loughton IG10 3NB</div>
 <p>claires@eppingforestdc.gov.uk eppingforestdc.booking@live.com 01992 964 363 or 07763 218883</p> <p>@efdccommunitywellbeing @efdccommunity</p>	<p>claires@eppingforestdc.gov.uk eppingforestdc.booking@live.com 01992 964 363 or 07763 218883</p>  <p>@efdccomm @efdccommunitywellbeing</p> 

FEB/MAR 2025 TEL: 07763 218593 ISSUE: 4

Thank you to the lovely Oakwood Hill families who joined us for CARVERY & PANTO on 26 Jan - oh yes they did!



OUT & ABOUT IN LOUGHTON



DID YOU KNOW?

St Mary's provide a FREE cafe and FREE food throughout the week?

PLUS

I visited 'CONNECT' from 3.15pm on MONDAYS and there are LOTS of activities for children and adults...well worth a visit!

For MORE EVENTS in the district:

<https://eppingforestdc.bookinglive.com>

<https://www.eppingforestdc.gov.uk/wp-content/uploads/2024/10/Whats-On-Nov-Apr-24.pdf>

HELP YOUR OPINION MATTERS

SHAPE THE HEALTH & WELLBEING IN YOUR COMMUNITY

1 WHY IS THIS FLYER FOR ME?
If you want to make your community a healthier, happier place to live, then we might just be able to help you to do it!

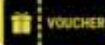
2 IT'S PLACE-BASED
If you live in the Limes Farm or Oakwood Hill areas, please share your thoughts in our 10-minute survey about your health, wellbeing, lifestyle, behaviours, quality of life and the local services you use.

3 BE THE CHANGE
This survey is being conducted, on behalf of Epping Forest District Council, by the University of Essex to ensure your voice impacts lasting change.

4 WHY TAKE PART?

- Improve local health initiatives & community activities to better support your wellbeing
- Make your voice heard and help shape your community

PLUS...
Completed surveys qualify for a 'Prize Draw' with 10 chances to **WIN a £50 voucher!** (For a supermarket of your choice)



5 SCAN THE QR CODE TO ACCESS
It only takes 10 minutes to contribute to a healthier future for you and your family



warm places
Find a warm welcome at one of our many warm places sites across the Epping Forest district
www.eppingforestdc.gov.uk/warmplaces
Providing places with respect, support and warmth

help Citizens Advice 0800 278 7855
citizens advice

Like - Follow - Share

@efdcomm

@efdcommunitieswellbeing

Remember
to look out for the **FB page** created by Community Champion: Claire Silver: **'Oakwood Hill Residents'**

help Peabody 0800 288 8883

EPPING FOREST COMMUNITY LOTTERY
SUPPORTING GOOD CAUSES IN THE EPPING FOREST DISTRICT

GET YOUR TICKETS

Lopping Hall Trust Report

My Report for Lopping Hall Trust as follows;

Further to recent Meetings of the Board of Directors, and particularly the Meeting of the 4th February 2025, which reviewed 2024 and set plans for 2025. We can report that the Trust is in a sound financial condition, maintaining a good level of hall hire bookings and able to invest in the maintenance and improvement of the facilities.

Particularly the latest is the replacement of the stage lighting at a cost of £11.5k which will enhance future theatre productions. It is proposed that the major building project for consideration subject to securing funding is the maintenance and repair of the clock tower which will require scaffolding.

The Chairman, Alan Martin is due to step down in 2025 after a very productive period overseeing Lopping Hall, which will require re-structuring of the Board of Directors, and recruitment of 1-2 new Directors. Advertising for these Directors is currently underway, so LTC will be approached to include details on noticeboards and in publications.

Most recently the Hall hosted an event to celebrate the Golden Jubilee of the Epping Forest Rangers with guest of honour HRH the Duke of Gloucester. He was impressed with the brick and stone restoration works that had been carried out in 2024 to the main entrance on Station Road.

Regards

Jon Riley
Lopping Hall Director