



# COUNCIL MEETING

Members are summoned to attend a Meeting  
of the Town Council to be held at **7.45pm** on  
**Wednesday 19 July 2017**  
at 1 Buckingham Court, Rectory Lane, Loughton  
to transact the business as shown in the agenda.

**Enid K Walsh**  
**Town Clerk**  
13 July 2017

**Councillor P Abraham (Town Mayor)**  
**Councillor S Murray (Deputy Town Mayor)**

J Angold-Stephens	P Beales	R Brookes	T Cochrane
B Cohen	M Dalton	C Davies	T Downing
L Girling	J Jennings	K Latchford	J Mahoney
S Murphy	A Omer	T Owen	S Pewsey
C C Pond	C P Pond	M Stubbings	D Wixley

Note to Councillors:  
If you are unable to attend the meeting,  
please phone your apologies  
to the office on 020 8508 4200

## AGENDA

**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 meeting held on 17 May 2017.

**4 Public Representations**

To hear any representations from members of the public who have registered a request to address the Council in accordance with Standing Order no 1(h).

**5 Questions Without Discussion**

To answer any questions which have been submitted in accordance with Standing Order no 8.

**6 Town Mayor's Engagements and Announcements**

The Town Mayor will report on any events he has attended to represent the Town Council.

**7 Matters for Report**

To report any further significant information on matters which have been previously discussed, in addition to those which may already be included on the Agenda.

**7.1 Community Initiatives Fund – Min nos RC46.5 and EH57.11**

For information, officers have been asked to explore the costs for following projects which may be suitable for making an application to this grant fund:

- i. new safety surfacing at the Roding Valley Recreation Ground play area together with a small raised section of the access path;
- ii. an Environmental Improvement Project to include an interpretation panel and heritage trail leaflet.

Once costings are available, a decision will be made in discussion with the committee chairmen based on whether the remaining project costs can be met from within existing council budgets to allow completion within the timescales of the grant.

**7.2 Petition**

For information, a petition has been received signed by some Loughton residents but mainly by local traders regarding the level of business rates and their concerns about the future of local shopping centres including those in Buckhurst Hill. With their written permission this petition was forwarded to Epping Forest District Council as being the more appropriate authority to respond to such concerns. EFDC had clarified that they do not set the business rates (the responsibility of the District Valuation Services) and are simply the collection authority and as such, there is little they can do to address the petitioners concerns.

Signatories to the petition have been encouraged to support the two town centre partnerships in their work to promote the town and its businesses.

**8 Reports from Members on Outside Organisations**

**8.1 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) Epping Forest Centenary Trust – 28 June 2017 – Cllr Pewsey
- ii) The Lopping Endowment – 4 July 2017 – Cllr Pewsey
- iii) Debden Tenants Panel – 20 June 2017 – Cllr Wixley
- iv) Larger Local Council Forum – 14 June 2017 – Cllr Wixley
- v) EALC – Police and Crime Commissioner Conference – 7 June 2017 – Cllr Wixley
- vi) ECC Parish Passenger Transport Meeting – 26 June 2017 – Cllr C C Pond

\* See pages 4 – 7 for the reports.

**9 Reports from Committees**

**9.1 Planning and Licensing**

Held on 24 April, 8 and 22 May, 5 and 19 June, 3 July 2017.

**9.2 Recreation**

Held on 14 June 2017.

**9.3 Environment and Heritage**

Held on 21 June 2017.

**9.4 Resources and General Services**

Held on 5 July 2017.

**10 Epping Forest**

Mr Martin Newnham, Head Forest Keeper for Epping Forest at the City of London, has been invited to address the Council to speak about his role and the current issues and forward plans for the forest.

**11 Essex Association of Local Councils**

In line with the Council's recent decision to take action regarding poor air quality (see Min no EH41) and with the support of the Epping Forest Branch of the Association of Local Councils, the Council is asked to CONFIRM that the following motion may be submitted to the EALC for consideration at the AGM on 19 September 2017:

*As medical and other evidence suggests a growing link between air quality, notably diesel vehicle emissions, and poor respiratory health, the EALC and its member councils are urged to:*

- i. to apply pressure on the County Council and the principal councils to more carefully to monitor and publish air quality data; and*
- ii. reduce their use of diesel powered vehicles and apparatus.*

**12 Local Plan**

Following the Infrastructure Delivery Plan workshop held on Saturday 8 July 2017, Epping Forest District Council has provided a copy of the presentation which has been circulated to councillors under separate cover.

Parish and town councils have now been invited to provide further details of local infrastructure which will be required to support growth being planned as part of the emerging Local Plan. Where possible, they have asked for one collated response to be submitted per Parish and Town Council no later than 5pm on 18 August 2017.

The Council is asked to confirm how this should be progressed.

**13 Office Accommodation**

Further to the report made to the Resources and General Services Committee at its meeting on 5 July 2017 arrangements are being finalised for the move to the Library.

It is understood that Essex County Council is considering a new name for the building. Cllr Pond will provide an update at the meeting.

**Enid K Walsh**  
**TOWN CLERK**  
**13 July 2017**

**Agenda item 8.1**

**Reports from Outside Organisations**

**i) Epping Forest Centenary Trust**

I attended the Annual Review of the Epping Forest Centenary Trust on behalf of Loughton Town Council, held at The Warren on 28 June 2017. Cllr Wixley was also present.

The Chair of the Trust, Judy Adams, reported on activities over the past year. The Happy Loppers, a group with learning difficulties, removed scrub on the Fairmead site and re-using faggots from that site to bolster eroding pond banks around Jubilee Pond, Wanstead. The group also helped clear rhododendron around High Beach; rhododendron is a major vector of Ramorum disease which kills beech trees, so has to be removed as far as possible.

The Trust's own volunteers, nicknamed the Green Team, provided additional help at these locations, and also in open land south of Hawk Wood where scrub has become too rampant.

The Sherwood Forest Trust donated two saplings from Sherwood's Major Oak and Parliament Oak, in recognition of the 800<sup>th</sup> anniversary of the Forest Charter, and these were planted in Gifford Wood.

HRH Prince Harry visited the Forest as part of the Queen's Commonwealth Canopy aimed at creating and encouraging a network of forest conservation initiatives in all 52 Commonwealth countries.

The meeting concluded with the presentation of awards to outstanding volunteers. The review was the last to be held, as Epping Forest Centenary Trust is about to merge with Friends of Epping Forest to form a new body, Epping Forest Heritage Trust, which will more effectively stand up for the Forest and inspire awareness, understanding and action to maintain and preserve the Forest.

Cllr Stephen Pewsey

**ii) The Lopping Endowment**

I continue regularly attending the monthly meetings of the Lopping Endowment, as the town council nominee on the Board of Directors. The Endowment manages Lopping Hall on behalf of the residents of Loughton. The most recent meeting was held on 4 July, and the Board remains focussed on the multi-year programme to refurbish the entire building. Lopping Hall has already had a new roof installed, a lift, and electrical, gas, fire safety and telecoms infrastructure replaced. Over the past year the two small meeting rooms have been refurbished, and attention has now turned to the outdated front entrance and the dilapidated main hall, stage and bar. An appeal has been launched to raise £11,000 to replace the 30-year old plastic seating with modern comfortable chairs.

A wide variety of groups meet at Lopping Hall, from Brownies to a trampoline exercise class, from a karate club to an art group for people with mental health issues. There are also regular events, including the forthcoming "messy science" club during the school summer holidays and the traditional Christmas pantomime, which this year will be *Cinderella*. Oh no it won't! Oh yes it will! There is also a regularly changing programme of exhibitions at the Loughton Arts Centre, which is Lopping Hall's visual arts gallery. The centre was an anchor venue for the recent and very successful Loughton Art Trail.

Cllr Stephen Pewsey

**iii) Debden Tenants Panel**

Present: David Barrett (Housing Manager)  
Jackie Ryder (Housing Officer)  
Lorraine Gibson (Tenants Participation Officer)  
Wyn Marshall (Chairman of the Tenants & Leaseholders Panel)  
Lorraine Cordell (minutes)

Councillors: Abraham, Judy Jennings and Wixley (apologies C C Pond)

Residents: Three

The venue for this meeting had been switched from the normal one of the Barrington Green Hall to the larger one of the Debden Park Arts & Community Centre as it was hoped by the extra publicity given to the meeting a greater number than normal residents would attend and that being the case would promote the main objective of the meeting which was to convert the Panel to a “residents association” which is how the other six participation forums set up by EFDC operate. The advantage of a “residents association” is that it is more tenant, than officer, led and has opportunities to obtain grant funding. The poor attendance was in part attributed to the fine summer evening.

Wyn Marshall gave some details about the Tenants & Leaseholders Panel which had recently dropped the name “federation” in favour of “panel”. The panel meets six times a year and is made up of representatives of the EFDC resident associations. Wyn is also a member of ARCH (Association of Retained Council Housing) which is a national body and gives Wyn the opportunity to meet with representatives from other Councils. If the Debden Tenants Panel converted to a “residents association” it would require a tenant or leaseholder to be its chairman and Wyn offered to take on that role.

Given the poor attendance the matter of conversation was left unresolved.

As usual the issue of parking problems was discussed, this time in relation to the halting of work on the off-street parking scheme in Torrington Drive. It was felt that EFDC should have kept residents informed but had not done so; David Barrett promised to take the matter up.

Cllr David Wixley

**iv) Larger Local Council Forum**

This meeting was attended by the Town Clerk and myself and was hosted by Marks Tey Parish Council for the first time. Thirty councils were represented at the meeting and this was a record for a LLCF meeting. The Chairman of Marks Tey Parish Council, Cllr Allan Walker, welcomed delegates and gave a brief talk on the history of Marks Tey which dated back to Roman times being the meeting point of two Roman roads. A present day concern was a Local Plan proposal to build 20,000 new homes west of the town.

An interesting presentation was given by **Emma Hibbert the Marketing Director of Adnams Brewery**, which was founded in 1872 and is based in Southwold. It currently has 450 employees. It has expanded its product range to include wine and spirits and sells its products, which include 22 different beers and an award winning vodka, both nationally and internationally. It also operates shops, pubs and hotels. It has strong ethical and environmental policies, encouraging responsible drinking, with its environmental policy including an energy efficient brewery, the construction of a distribution centre in a disused gravel pit and the use of electric vehicles. It organises

beach clean ups and supports charities and sponsors a number of sporting events including the Women's Cycling Tour of Great Britain.

**NALC** – Cllr Peter Davey, NALC representative for Essex, updated the meeting on NALC matters which included a review of internal governance with reference to a scrutiny panel that would ensure best practice was adhered to, especially in financial management. NALC's London office was a freehold asset that could be sold with new premises out of central London offering the possibility of being part sub-let to provide income.

**SLCC** (Society of Local Council Clerks) – Enid Walsh reported on this advising of the benefits of joining the society which included access to advice, support in gaining professional qualifications, networking and the opportunity to attend social events.

**Simon Hall, the new High Sherrieff of Essex** gave a presentation on his role advising that his office pre-dates the Norman Conquest and that there have been 837 High Sheriffs of Essex with tax collecting duties of the High Sheriff mentioned 37 times in Magna Carta. His post is a Royal appointment by an appointments panel and he described it as a "voluntary position with full time costs". He is second to the Lord Lieutenant as the Queen's representative in Essex. The High Sheriff is involved in charity work and is a strong supporter of the police and fire services.

Further reports and presentations were given on the **EALC**, by Joy Darby, and Stephen Andrews the **Essex Countywide Traveller Unit** manager. He had extensive knowledge of the different types of gypsies and travellers and gave a detailed report on lifestyles and cultures of the various groups. Health (shorter life expectancy) and lack of educational opportunities were particular problems that G&T's were exposed to. It was interesting to note that neither Southend nor EFDC authorities are currently members of the ECTU.

The next LLCF meeting is to be held on 12 October 2017 at Springfield Parish Council offices near Chelmsford.

Cllr David Wixley

**v) EALC - Police and Crime Commissioner Conference**

This conference was attended by the Town Clerk and myself and was the third annual PCC conference organised by the EALC.

**Roger Hirst, the PCC for Essex**, addressed the conference and began by referring to the operational response to recent terrorist attacks and said that he had attended meetings with Faith Groups including Islamic groups.

He continued by saying that he would be lobbying the Government for increased funding to support community policing. He mentioned three themes, (1) Prevention (2) Partnership working (3) Volunteers. An example of (3) being to increase the number of Special Constables from 358 to an eventual complement of 700 with a target of 500 for this year. Town and Parish councils could play a role in the recruitment process with opportunities to fund the training of Specials with a guarantee that those Specials would then be deployed in the areas covered by those towns and parishes.

£500,000 was to be invested to recruit more staff to handle 101 calls but the PCC urged the reporting of crime to be done online.

Tackling gangs, particularly where vulnerable young people were at risk of being recruited and exploited, was another concern of the PCC.

**Essex Police Chief Constable Stephen Kavanagh** began his presentation by announcing the recruitment of two new Assistant Chief Constables. He also referred to the response to terrorism which included the deployment of armed police and stressed the importance of engaging with the public. There had also been a review of policing crowded places such as markets and sporting events and joint training with seven neighbouring police force.

New developments included the increased use of body cameras and the issuing of spit guards. The number of officers trained in the use of Tasers had increased from 100 to 300. A new type of Taser was being introduced which projected a laser beam onto the area to be targeted.

There had been an increase in violent night crime which was linked to the drug trade spreading out from London.

There were further presentations on:

Special Constables

Operation Buzzard - the use of drones by the police which included an outdoor demonstration.

Gypsy and Traveller Update / New Protocol Unlawful Encampment

Fly tipping – major fly tips were being created by organised criminals and can be reported to the Environment Agency or police. Smaller fly tips should be reported to the local authority.

The conference concluded with themed round table discussions on Neighbourhood Watch, Farm Watch, Speed Watch, Fly Tipping, Active Citizens, and Trading Standards.

I was interested to learn of the Safer Essex Roads Partnership (SERP) operated by Special Constables who carry out speed checks. (See the E&H minutes of 21.6.17.).

Cllr David Wixley

**vi) ECC Parish Passenger Transport Meeting**

The main business was revisions following commercial route withdrawals and the tender round. We of course raised the halving of the 418 service and the withdrawal of 167 to Debden, with no result. EOS buses said they were considering extending their route 87 from Epping to Loughton as an experiment, but gave no details.

Cllr Chris Pond