



ENVIRONMENT AND HERITAGE COMMITTEE

Members of the Environment and Heritage Committee
are summoned to attend a Meeting at **7.45pm** on

Wednesday 20 September 2017

at **Loughton Library and Town Hall, Traps Hill, Loughton IG10 1HD**

to transact the business shown in the agenda.

**Enid K Walsh
Town Clerk**

14 September 2017

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

Councillors

P Beales
T Owen

T Cochrane
S Pewsey

C Davies

Note to Councillors:

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

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 21 June 2017.
- 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 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.

5.1 Allotments – Min no EH57.2.1

5.1.1 Willingale Road Allotments

Status report – September 2017:

Total plots available (full and half plots)	89
Plots tenanted (full and half plots)	66
Plots vacant and available	23
Plots vacant but extremely overgrown	2
Income received to date	£1,339.51
Total income due on tenanted plots	£2,323.79

Reminders will be issued to any tenants who have not paid their annual rent by 30 September 2017 and, subsequently, those who have failed to pay within the 40 day period allowed will be issued with a 30 day notice to quit as they will be in breach of their tenancy agreement.

Our thanks go to the team of volunteers at this site, Peter Cummins, Wyn Marshall and Teresa Witham, for their assistance with the maintenance of the site, including the grass cutting on the main paths, clearance of overgrown plots and the cleaning of the tea room and toilets.

The Grow Project continues in its successful development of the Pylles Lane site and work with its volunteers from the community. They are considering an expansion of the project by taking on plots at the Willingale Road site. The Services Manager will provide an update at the meeting.

5.1.2 Best Allotment 2017 – Min no EH57.2.4

- * A full report is provided on page 4 together with recommendations for the 2018 competition.

5.2 Heritage Plaques – Min no EH57.3

5.2.1 London General Omnibus Company Garage

An article on the ceremony to mark the installation of the blue plaque to commemorate the London General Omnibus Company garage on the Homebase building in Church Hill held in July 2017 appeared in the Autumn edition of Think Loughton. This article drew interest from a local family who kindly provided more information about Mr Longhurst, the subject of the funeral procession shown in the old photograph of the bus garage.

We are grateful to Lodge's of High Easter who provided a vintage 1949's Bedford OB bus for the ceremony.

5.2.2 The Committee is asked to consider the following nomination for a new plaque submitted by the Chairman:

- i. Peter Abrahams, novelist and black rights activist, who died in Jamaica recently aged 97 and lived at 37 Jessel Drive in the 1950s.

* A copy of the criteria is provided (see page 5).

5.3 Bus Services – Min no EH57.4

The Chairman will provide a general update at the meeting.

5.4 Bus Shelters – Min no EH57.6

For information, a request for a new bus shelter in Borders Lane has been received. As the budget for the current financial year has been used for the new shelter in Traps Hill, this request will be taken forward by the Chairman as a suitable item for the Local Highways Panel to undertake.

5.5 Local Highways Panel – Min no EH57.7

The Chairman will provide an update at the meeting.

5.6 Community Speedwatch – Min no EH57.9

The Recreation Committee requests the Environment and Heritage Committee to contact the Safer Essex Roads Partnership (SERP) to request speed checks in the Valley Hill area.

5.7 Parking Reviews/Amendments – Min no EH57.10

Epping Forest District Council is consulting local councils on parking restriction scheme(s) being proposed within the area.

* See page 6 for more information.

For information, town and district councillors are pressing Epping Forest District Council to bring forward Phase 2 of the Broadway Parking Review as evidence of the displacement resulting from the introduction of Phase 1 restrictions is already evident in the residential roads.

5.8 Community Initiatives Fund – Min no EH57.11

For information: after consideration of the two suggestions for grant funding put forward by this Committee and the Recreation Committee, an application for an environmental and heritage project has been submitted to Essex County Council as this had community support from the Hills Amenity Society. The application has passed the first round.

5.9 The Local List – Min no EH59

The review of the District Council's Local List was raised at the Local Councils' Liaison Committee meeting held on Monday 11 September 2017. The District Council acknowledged that this review was well overdue and blamed the delay on resourcing issues.

5.10 Light up a Life

For information, Town Council's Light up a Life service, held in partnership with St Clare Hospice, will be at 4.45pm on Saturday 2 December on Kings Green, assembling in the foyer of Loughton Methodist Church at 4.30pm.

5.11 Street Furniture

For information, the District Council has been asked whether it would have any objection to the Town Council taking over responsibility for the remaining street signs originally installed by Chigwell Urban District Council in 1973. These are the pressed aluminium signs with a black background and raised white lettering.

A request for a new bench at the end of Algiers Road by Finlaison Path has been received and will be considered by officers before seeking the Committee's views.

6 Financial Position

- * The current financial position is attached together with details of the funds available from earmarked reserves (see pages 7 – 8).

7 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 was taken, the matter could be publicised and revisited at a subsequent meeting.

8 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.

Members are reminded that as part of its overall plan and to complement the budget making process, at its next meeting the Committee will be asked to review its priority list and agree Estimates for 2018/19.

Note: No substantive discussion may take place under this item as the required statutory notice of the topics will not have been given.

Enid K Walsh
TOWN CLERK
14 September 2017

Agenda item 5.1.2

Best Allotment in Loughton 2017

Shortlisting of the three allotment sites, Roding Road, Loughton Potato Ground and Willingale Road took place over 3 days, in July 2017. Our thanks go to the volunteers who inspected every plot and finally identified 49 plots to be put forward to the final judging.

We are grateful to our judge this year, Roger Emmens, an experienced allotment gardener, who is involved with Epping Horticultural Society. He has provided a detailed report with suggestions for future competitions. A copy is available on request to Mrs Bryce.

The results were as follows, with the judge's comments shown in italics:

Overall Winner (who received the large silver cup to hold for 11 months and a smaller replica to keep, a £25 gardening voucher and certificate).

Plot 42 – Roding Road – Mr Ah Yee Sek

Not a traditional plot! Imaginative use of various recycled materials to build micro-environments that enable exotic fruits and vegetables to be grown, and excellent quality of the resulting produce. (Mr Ah Yee Sek has gardened his plot for over 20 years.)

Best Newcomer (who received a large wooden shield to keep for 11 months and a smaller replica shield to keep and a certificate)

Plot 48 – Loughton Potato Ground – Lesley Southgate

Stylish and productive, and very well maintained – a credit to a newcomer.

Highly Commended

Plots 47, 17, 20 – Loughton Potato Ground, Plots 22 and 122 – Roding Road,
Plot 48 – Willingale Road

Commended

Plots 10, 50 and 79 – Loughton Potato Ground, Plot 98a – Roding Road,
Plots 3 and 53 – Willingale Road

The judge commented that he had enjoyed the day very much, and also learnt a lot about allotment layout, crops that work well that he hasn't tried, and how to make more of the space available. He described some of the allotmenters as 'inspirational'.

Mr Emmens also attended the presentation evening, which took place on Tuesday 12 September 2017 at the Willingale Road site meeting room attended by the Town Mayor, Cllr Philip Abraham.

P Bryce, Allotment Officer

RECOMMENDATIONS for 2018

- i. Recognising the variations in rules and regulations for each site, a winner and runner up for each of the three allotment sites should be identified with an overall winner chosen from these;
- ii. A suggestion to hold an annual inter-site horticultural show has received support from tenants at the Willingale Road Allotments and the committees of both the Loughton Potato Ground and the Roding Road Allotment and Leisure Gardens Association. The Committee is asked to confirm that this may be progressed and the show opened to all Loughton residents with an interest in gardening.

**Agenda item 5.2.2
Heritage Plaques**

CRITERIA FOR GRANTING HERITAGE PLAQUES

1 In the case of a single person

1.1 If the person was eminent in his or her field and is listed in appropriate general national biographical sources for the period; for instance, the Dictionary/New Dictionary of National Biography, Who's Who/Who Was Who, Men and Women of the Time, the Times Obituary, or recognised specialist biographical sources, and had a significant connection with one or more places in Loughton, such as a residence of five years, place of birth, place of business etc.,

OR

1.2 if the person made a definite contribution to the history of Loughton, does not appear in the relevant national sources but had a significant connection with one or more places in Loughton, such as a residence of five years, place of birth, place of business etc.

2 In the case of an event

If it was of considerable importance in the history or development of the town.

3 In the case of a building

If, unconnected with an important person, the building was significant in the history or development of Loughton, or is of great antiquity, or of particular architectural importance.

Please note:

Proposals will not be considered for the commemoration of individuals still living.

Agenda item 5.7

Parking Reviews/Amendments

These schemes will be implemented by the North Essex Parking Partnership (NEPP) and although the scheme nomination is the purview of the District Council, the Cabinet at EFDC has agreed to consult with local councils on schemes that are high on NEPP priority ranking.

Listed below are the schemes that are intended to be presented for approval at the next NEPP Committee meeting on 19 October 2017. In the past the Committee has approved three schemes per district/borough, but the Portfolio Holder would like to present nine schemes on behalf of Epping Forest as five are resident permit parking and are likely to be put through in addition to the three schemes. The other four schemes are for parking restrictions, only three will be allowed and one will have to be deferred until March 2018. The nine schemes are listed below in order of NEPP priority scores:

- 1) Ivy Chimneys Road, Epping – proposed to introduce residents parking scheme (NEPP score 44 out of 100)
- 2) Lincolnsfield, Epping – proposed to introduce residents parking scheme (NEPP score 34 out of 100)
- 3) Cleall Avenue, Waltham Abbey - proposed to introduce parking restrictions down one side of the road (NEPP score 32 out of 100)
- 4) Lower Swaines, Epping - proposed to introduce a residents parking scheme (NEPP score 30 out of 100)
- 5) Willow Tree Close, Abridge - proposed to introduce parking restrictions (NEPP score 29 out of 100)
- 6) High Road, Buckhurst Hill – proposed to introduce parking restrictions (NEPP score 28 out of 100)
- 7) Market Place, Abridge – proposed to introduce resident parking scheme (NEPP score 27 out of 100)
- 8) Algers Mead/Algers Close, Loughton – proposed to introduce resident parking scheme (NEPP score 27 out of 100)**
- 9) Albion Hill, Loughton – proposed to introduce parking restrictions (NEPP score 27 out of 100)** (NB: details of this have been requested from EFDC)

Once a scheme is approved by the NEPP Committee on 19 October 2017 further action can then be taken. This will include an informal consultation by NEPP with the residents, the results of which will inform the formal consultation (required by law). This will then enable the preparation of a traffic order for the proposed restrictions. Once the traffic order is approved it will be advertised locally and it is only afterwards that actual physical measures (signs and yellow lines) can be implemented. It will be possible to obtain a timescale for implementation when the preparatory work has begun.

Comments are required no later than Monday 25 September 2017.

Summary Income & Expenditure by Budget Heading 31/08/2017

Month No: 5

Environment and Heritage Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Budget	Variance Annual Total	Funds Available	% of Budget
<u>Environment and Heritage</u>							
Christmas Best Dressed Window	Expenditure	391	0	375	375	375	0.0 %
Cemetery (Church Lane) (1)	Expenditure	42,858	11,104	71,600	60,496	60,496	15.5 %
	Income	23,469	7,973	22,000	-14,027		36.2 %
Street Furniture (2)	Expenditure	19,428	3,805	28,800	24,995	24,995	13.2 %
Allotments (3)	Expenditure	4,907	831	5,500	4,669	4,669	15.1 %
	Income	3,032	607	2,466	-1,859		24.6 %
Cemetery (Debden Lane)	Expenditure	510	510	10,600	10,090	10,090	4.8 %
Other services (EH) (4)	Expenditure	0	0	1,000	1,000	1,000	0.0 %
Service Re-charge (5)	Expenditure	90,000	0	87,000	87,000	87,000	0.0 %
Environment and Heritage Expenditure		158,093	16,250	204,875	188,625	188,625	7.9 %
Income		26,501	8,580	24,466	-15,886		
Net Expenditure over Income			131,592	7,670	180,409		172,739

Notes:

- (1) Actual cemetery expenditure to date including the grounds maintenance contract costs totals £17,188. The budget includes £23,000 for wall repairs and £3,000 for memorial testing.
- (2) The Street Furniture budget includes £11,000 for Christmas lights, £4,000 for Oakwood Hill Estate improvements and £7,160 for flower baskets of which only half has been paid to date.
- (3) Allotments – plot rental income received in September will be included in the next report.
- (4) Other services budget is a £1,000 contingency sum.
- (5) Service re-charge – position at 31 August 2017 is £36,250.

Agenda item 6

Earmarked Reserves:

A summary of the Committee's reserves showing the end of year transfers and the amounts available from reserves in this current financial year is provided below:

Environment & Heritage Committee	31.3.17
Street furniture	7,850
Christmas lights	1,000
Oakwood Hill Estate improvements	4,000
Allotments	1,000
Community toilet scheme	1,000
Cemetery	27,265
Cemetery plot maintenance endowment (restricted fund)	8,262
Lady Whitaker's Mead/new cemetery	44,400
Tree strategy	500
Roding Hub	500
Total	95,777