



COUNCIL MEETING

Members are summoned to attend a Meeting
of the Town Council to be held at **7.45pm** on

Wednesday 13 February 2019

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

to transact the business as shown in the agenda.

Mark Squire
Town Clerk
7 February 2019

Councillor S Murray (Town Mayor)
Councillor S Murphy (Deputy Town Mayor)

P Abraham
T Cochrane
T Downing
J Mahoney
C C Pond

J Angold-Stephens
B Cohen
J Jennings
A Omer
C P Pond

P Beales
M Dalton
J Jogia
T Owen
M Stubbings

R Brookes
C Davies
K Latchford
S Pewsey
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 meetings held on 12 December 2018 and 16 January 2019.
- 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.
- 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 District Citizens' Advice – 16 January 2019 – Cllr Angold-Stephens;

* See page 3 for the report.
- 9 Reports from Committees**
 - 9.1 Planning and Licensing**
Held on 10 December 2018, 7 and 21 January, 4 February 2019.
 - 9.2 Recreation**
Held on 9 January 2019.
 - 9.3 Environment and Heritage**
For information, the meeting scheduled for 16 January 2019 was postponed.
 - 9.4 Resources and General Services**
Held on 9 January and 6 February 2019.
 - i. Min no RG166– Financial Regulations**

The Council is asked to NOTE that the Committee carried out the annual review of the Financial Regulations.

ii. **Min no RG169 – Asset Register**

The Council is asked to NOTE that the Committee carried out the annual review of the Asset Register.

10 Libraries Consultation

Essex County Council is consulting on a draft five-year strategy for future library services in Essex (excluding Southend and Thurrock which run their own library services). The survey will be open until 20 February 2019.

The Council is asked to prepare a response.

For full details visit <https://libraries.essex.gov.uk/libraries-consultation/>

11 The Essex County Council (Forest Road, Loughton) (Permitted Parking Area and Special Parking Area)

The Town Council is invited to comment on parking amendments proposed for Forest Road, Loughton. The consultation closes on 22 February 2019.

* See pages 4 – 7 for details.

**Mark Squire
TOWN CLERK
7 February 2019**

Agenda item 8

Reports from Members on Outside Organisations

i) Epping Forest District Citizens' Advice – Wednesday 16 January 2019

Staffing within the EFDCA has increased considerably partly due to the efforts of the Loughton manager. A co-operative venture with Essex CA for a Business Development Manager is proving difficult as there were no suitable applicants for the post when it was advertised.

Solicitors saw 157 clients between April and November 2018 on matters relating to Housing and to Family Law. More solicitors are needed to increase the number they can see.

The financial position has also improved due to a couple of successful grant applications and there are two more in the pipeline. An end of year deficit is still predicted but it will not be as large as previously thought.

Universal Credit went live locally in December and from April 2019 support for this will take place at the Job Centre. The Loughton CA is liaising with the Job Centre in preparation for this.

Norway House residents coming forward for help with debt and other matters is still very poor with only 2 in November 2018 none in December 2018 and 1 in January 2019. Ongar outreach is proving more successful with between 3 and 5 clients attending each session. Limes Farm is very busy.

In all areas the CA is now meeting the EFDC objectives and the relationship with them has improved.

Co-operation with MIND is proving very successful and this will continue. Drop-in sessions at Epping Forest College are due to start in February to offer services to students.

The annual fundraising Quiz is to be held on Friday 29 March 2019 at Theydon Bois Village Hall. More details are to follow but please try to support this.

Cllr Jill Angold-Stephens

Agenda item 11

The Essex County Council (Forest Road, Loughton) (Permitted Parking Area and Special Parking Area) (Amendment No.26) Order 201*

Statement of Reasons

The Epping Forest Local Highway Panel has highlighted parking issues at Forest Road, Loughton - near the junction of Smarts Lane. This is due to a chicane on Forest Road, which is narrow enough to only facilitate single file traffic. Therefore, there is a priority working system that traffic travelling south east bound must adhere to North West bound traffic.

The North West side of the chicane, where the road widens to allow two way traffic, has double yellow lines on both sides to keep it clear from obstruction. This is not the case on the south east side however as there is resident permit holder only parking, meaning that cars are parking on both sides of this narrow road. Because of this, visibility is being substantially obstructed for the South West bound traffic, which needs to be able to see ahead at the oncoming priority traffic.

It is therefore proposed to extend the No Waiting at Any Time restrictions on the south east side of the chicane, up to its bend where the residential properties rest, and where the road is straighter and clearer. This will allow south west bound traffic to have more ahead visibility when giving way to the North West bound traffic. This will help ensure that either side of the chicane is kept obstruction free so that it accommodates 2 way traffic, so vehicles can operate the chicane as efficiently as possible.

The existing order of 'Resident Permit Holders Only Mon-Sat 8am-6pm Zone L3 on both sides of Forest Road is being revoked. New orders are therefore being proposed to re-introduce this permit parking order in correspondence to the proposed No Waiting At any Time restriction. The proposed order on the south east side of Forest Road however, is being extended on the eastern end. This is because it has been identified that the current order is not consistent with the signage, as there is a gap that remains unrestricted for the length between the property boundaries of 170/172 Forest Road, and 168/170 Forest Road. This extension will cover this gap that is currently unrestricted. Revocation of the existing order will not result in any additional changes on the ground.

Public notice

The Essex County Council (Forest Road, Loughton) (Permitted Parking Area and Special Parking Area) (Amendment No.26) Order 201*

Notice is hereby given that Essex County Council proposes to make the above Order under Sections 1(1), 2(1) to (3), 3(2), 4(1), 4(2), 32, 35, 45, 46, 49 and 53 and Parts III and IV of Schedule 9 of the Road Traffic Regulation Act 1984.

Effect of the order:

1. To replace the existing 'Permit Holders Only - Mon-Sat 8am-6pm Zone L3' restriction with 'No Waiting at Any Time' restriction on the following length of Forest Road, Loughton in the District of Epping Forest:

Road	Description
Forest Road, Loughton	BOTH SIDES: From a point approximately 23.5 metres north west of the north western property boundary of number 155, in a north western direction for approximately 26.4 metres.

2. To introduce 'Permit Holders Only - Mon-Sat 8am-6pm Zone L3' restriction on the following length of Forest Road, Loughton in the District of Epping Forest (no changes on the ground, this is purely a paper exercise):

Road	Description
Forest Road, Loughton	SOUTH EAST SIDE: from a point level with the boundaries of numbers 170/172 Forest Road to a point level with the boundaries of numbers 168/170 Forest Road.

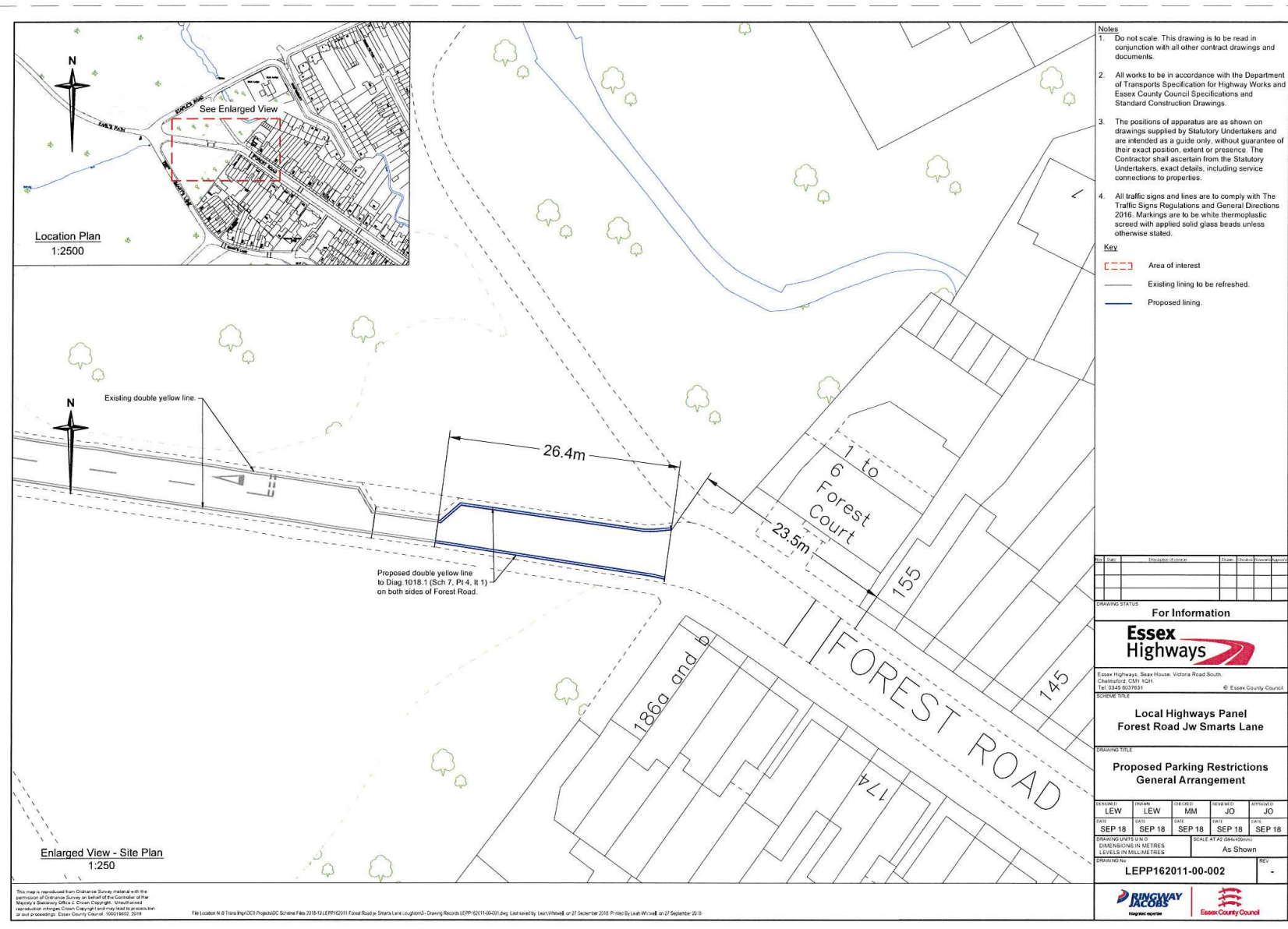
Schedule 1 & 51ii of The Essex County Council (Epping Forest District) (Permitted Parking Area and Special Parking Area) (Consolidation) Order 2016 shall be amended as detailed above.

Further details: A copy of the draft Order, the Order to be amended, maps illustrating the proposals, a copy of this notice and a Statement of Reasons may be examined at all reasonable hours at Essex County Council, County Hall E block main reception, Market Road, Chelmsford; Epping Forest District Council, Civic Offices, High Street, Epping and Loughton Library, Traps Hill Loughton. These documents are also available via the Essex Highways website: <http://www.essexhighways.org/Transport-and-Roads/Highway-Schemes-and-Developments/Traffic-Regulation-Orders.aspx>

Objections: Anyone who wishes to object to the proposed Order should send the grounds for their objection in writing to 'TRO Comments, Network Assurance, A2 Annexe Seax House, Victoria Road South, Chelmsford, Essex, CM1 1QH or e-mail to TrafficRegulation.Order@essexhighways.org quoting reference TRAF/6883 by 22 February 2019.

Dated: 31 January 2019
County Hall
Chelmsford

Essex County Council
Network Assurance



Tile Reference:

TQ415 965



The North Essex Parking Partnership
PO Box 5575
Town Hall
Colchester
CO1 9LT



Essex County Council
County Hall
Chelmsford
Essex

Sheet Revision Number:

Sheet Active From:

