

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

ENVIRONMENT AND HERITAGE COMMITTEE

MINUTES of the meeting held at Loughton Library & Town Hall, Traps Hill, Loughton IG10 1HD on Wednesday 22 September 2021 at 7.45pm

Present

Councillors: C C Pond (in the Chair) C Davies (as substitute for K Valentine)
S Fontenelle C P Pond
M Stubbings (as substitute for P Beales) G Wiskin
D Wixley (as substitute for B Cohen)

Also in attendance

Officers: Mark Squire (Town Clerk)
Paul Hoy (Services Manager)

EH26 Apologies

Apologies for absence had been received from Cllrs Beales, Cohen, and Valentine. The Town Clerk reported that Cllr Stubbings had been nominated as substitute for Cllr Beales, Cllr Wixley as substitute for Cllr Cohen and Cllr Davies as substitute for Cllr Valentine for this meeting.

EH27 Leave of absence

Members Agreed to an extended leave of absence from all Town Council and Committee meetings for Cllr P Beales until 31 March 2022 due to his exceptional prevailing circumstances.

EH28 Declarations of Interest

Cllr Davies declared a non-pecuniary interest in Agenda items 6.1 as a member of the Planning and Licensing Committee, and 8.4 as she is known to Heidi Chow of the GROW Community Garden; Cllr Fontanelle declared a non-pecuniary interest in Agenda item 6.1 as he is known to the landlord of the Gardeners Arms public house; Cllr C C Pond declared a non-pecuniary interest in agenda items relating to the work of Epping Forest District Council (EFDC) and Essex County Council (ECC) as a member of these authorities and Cllr Wixley declared a non-pecuniary interest in Agenda items 7 and 8.4 as he is an EFDC Councillor for Loughton, Fairmead Ward and is known to Heidi Chow of the GROW Community Garden, Agenda item 9 as he is an EFDC Councillor and Agenda item 12.1 as a member of the Epping Forest Heritage Trust (EFHT).

EH29 Confirmation of Minutes

The Minutes of the meeting held on 23 June 2021 were CONFIRMED as a correct record and was signed by the Chairman.

EH30 Public Representations

None were received.

EH31 Benches

31.1 York Hill Benches

Members noted the continuing anti-social behaviour in the vicinity and that a number of planning and licensing issues are yet to be resolved. The intention is to restore the two benches soonest. However in view of the above factors, it

was AGREED to defer the decision until a further Environment & Heritage committee meeting in the New Year, when the situation may become clearer.

31.2 Request for an additional bench along Willingale Road

A number of potential areas had been identified by the local resident in and around the Westall Road, Sandford Avenue and Rochford Green vicinity but some way off Willingale Road. A precise location has not been provided yet.

The Committee AGREED to defer this item until a specific potential site has been identified.

EH32 Town Clerk’s / Chairman’s Report

The Town Clerks’ report was received and NOTED

EH33 Allotments

33.1 Willingale Road Allotments

The Committee NOTED the report.

33.2 Allotment Fees

The Committee AGREED the fee increase for 2022/23

Plot type	1 September 2022 – 31 August 2023 £
Full	47.00
Half	31.00
Shed	16.00

33.3 Willingale Road Allotments Management Policy

The Committee AGREED the updated policy.

33.4 Pyrles Lane Allotment Site visit

The Town Clerk highlighted that contrary to the agenda report, Cllr Wixley has not been present at the site visit . Cllr Wixley reiterated that he had not attended the site visit nor had had any prior knowledge that it had been arranged.

The Committee NOTED that the Town Clerk, Services Manager, Heidi Chow, Chairman of the GROW Community Garden and several other members of ‘GROW’ met with Karen Telling (KT) Development Manager, Qualis, on site at the disused Pyrles Lane Allotment site on site on 11 August 2021. The meeting had been called to initiate a dialogue between all parties prior to the commencement of the proposed housing development.

AGREED that if the development did go ahead, then a representation should be made to EFDC to pay for the water supply to the GROW Community Garden

EH34 Epping Forest Net Zero Forum (EFNZF)

The Committed NOTED the report.

EH35 Environment & Sustainability Policy

Members received the draft policy document and would bring any suggestions and comments to the next Environment and Heritage Committee meeting for approval.

EH36 Loughton Cemetery

36.1 Water leak - Min no EH281.1

The Committee NOTED the report.

36.2 Holm Oak - Min no EH 281.3

The Committee NOTED the report.

36.3 Gardens of Remembrance Training

The Committee NOTED the report.

EH37 Signage

37.1 Signage to the Forest from Loughton Station / Town Centre – Min no EH 12

The Committee NOTED the report. The Town Clerk would continue to chase an early meeting with the Epping Forest Heritage Trust.

37.2 Street Signage - Min no EH 13

The Committee NOTED that the wayleave agreement for 'Dragons Path' had been signed off with the City of London Corporation. The Services Manager reported that the name plates had been received, and that contractors would install them as soon as the path had been cleared of overgrowing vegetation.

37.3 Finger Posts - Min no EH 19

The Committee NOTED that the office continues to chase the Highway Rangers, who have not as yet committed to a date for the renovation work. The Town Clerk was reported that the Highway Rangers are due to commence some work on repainting bollards in Loughton High Street soon.

EH38 Community Events

38.1 Remembrance Sunday - 14 November 2021

The Committee NOTED that a meeting of all community groups involved in the organisation and implementation of the event has been arranged for Friday 1 October. A return to a more normal service and parade is envisaged, and the temporary road closure permit from the District Council has been granted.

The Town Clerk reported that several volunteers had come forward to assist in stewarding the event but reiterated that any additional help in this regard would be welcome. Any prospective volunteers should contact the council office at their earliest opportunity.

38.2 Knitted Poppy Appeal – Min no EH 20

The Committee NOTED that the Community Manager and Services Manager recently met with the Woodland Branch Essex Handicrafts Association to discuss plans for staging a poppy display at Kings Green for the November 2021 Remembrance event. It was AGREED to give support in decorating the London Plain tree at Kings Green with the permission of the City of London Corporation.

38.3 Light up a Life – 27 November 2021

The Town Clerk reported that arrangements are in hand for the reinstatement of this event following the cancellation of this function last year due to the Covid pandemic.

38.4 Loughton Wombles

The Committee NOTED that the existing volunteers will be invited to Loughton Library in October 2021 to finally launch this community litter picking initiative, which has been deferred on numerous occasions due to the ongoing Covid pandemic.

38.5 Loughton Day / Heritage Day

The Committee NOTED that Saturday 17 September 2022 has been earmarked for the inaugural staging of this event, with the agreement of Loughton Cricket Club. The Community Manager and colleagues will start work on the organisation of this major event in January 2022.

EH39 Broadway Noticeboard – Min no EH10

The Town Clerk reported that an agreement had now been reached between EFDC and Superdrug to allow the Town Council to install a notice board on the wall of the store. The Committee NOTED that EFDC had agreed to cover the legal costs demanded by Superdrug, for the variation of their lease, amounting to £700.00 plus VAT, as a gesture of goodwill towards the Town Council. The Committee NOTED the report and expressed its gratitude to Officers and all involved at EFDC for this kind gesture.

EH40 War Memorial – Kings Green

The Committee NOTED the report and AGREED to the proposal. Officers would now obtain three competitive quotes and work within the budget as set out in the report.

EH41 Tree Survey

The Town Clerk reported that due to illness amongst the inspection team, the survey had been deferred until week commencing 27 September 2021.

EH42 Salt Bin Request - Min no 14

The Committee NOTED the update.

EH43 Financial Position

Current Financial Position

The Committee NOTED the report and the Earmarked Cemetery funds had been reduced accordingly, following the work on the water leak in the Town Council cemetery.

EH44 Environmental Issues

No issues were raised.

EH45 Future Work of the Committee

It was AGREED that Cllr Davies would address the next meeting as to the importance of hedgerows.

Signed:

Date: 23 November 2021