

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 Thursday 29 September 2022 at 7.30pm**

**Present**

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

**Officer:** Mark Squire (Town Clerk)

Preceding the meeting, a one minutes silence was held, to respect the passing of her late Majesty Queen Elizabeth II.

**EH123 Apologies**

An apology for absence was received from Cllr P.Beales. The Town Clerk reported that Cllr Wixley had been nominated as substitute for Cllr Beales for this meeting.

**EH124 Leave of Absence**

Members AGREED to an extended leave of absence from all own Council and Committee meetings for Cllr P Beales until 31 March 2023 due to exceptional prevailing health circumstances.

**EH125 Declarations of Interest**

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.

**EH126 Confirmation of Minutes**

The Minutes of the meeting held on 22 June 2022 were CONFIRMED as a correct record and were signed by the Chairman.

**EH127 Public Representations**

None were received.

**EH128 Town Clerk's / Chairman's Report**

The Town Clerk reminded members that two Councillors accompany the Town Mayor in judging the Christmas Windows Competition. As Councillors C Davies and S Murphy has undertaken this exercise last year, they would be approached again to participate. Historically members had also volunteered to leaflet local retailers and the Town Clerk would be sending an e-mail request to Committee members to carry out this task again for this year's competition.

**EH129 Heritage Plaques**

A recommendation had been made for a blue plaque for Mr Charles Frederick Clark (1876-1945) Industrialist and Philanthropist who lived in Connaught Avenue and later built Ripley Grange and Limber.

Members AGREED for this recommendation to be taken forward by the Office.

**EH130 Allotments and Horticultural Show**

The Committee NOTED the report and thanked the officers concerned for their hard work. Congratulations were expressed to the winners in all the various categories.

**EH131 Signage**

**131.1 Signage to the Forest from Loughton Station / Town Centre – Min no EH 108.1**

Members NOTED the report. The Town Clerk would follow up on any uncompleted work and additionally look at the 'Station Road' sign which is now dilapidated .

**131.2 Broadway Noticeboard - Min no EH 108.2**

Members NOTED the report.

**131.3 Alleyway Project – Min no EH 108.3**

The Town Clerk read out an email received on the day from Essex County Council, Democratic Services confirming that they had received a proposal from Cllr Pond for Loughton Town council 'To name and signpost all unnamed Public Rights of Ways (PROWS) and alleyways in Loughton Central, so as to promote walking rather than car driving for intra- Loughton journeys'.

The Committee AGREED for the Town Clerk to proceed and added that where appropriate 'To the forest'(shops, station ...) indicators could also be added.

**EH132 Requests from Epping Forest District Council's (EFDC) - The Broadway Loughton (Debden)**

**132.1 Planters - Min no EH 109.1**

The Committee NOTED that an update is awaited from EFDC regarding permission from Essex Highways for the placement of the planter, but that the Town Clerk and Services Manager should contact the EFDC Economic Development Officer to discuss the way forward.

**132.2 Major Works at the Broadway Proposal – Min no EH 109.2**

The Committee NOTED that there is no further update at this juncture. EFDC will be writing to all stakeholders and inviting them to an evening meeting in due course.

**EH133 Salt Bins**

**133.1 Request for Salt Bin at the top of Smarts Lane, Loughton – Min no EH 110.1**

The Committee NOTED that a deliberation is awaited from the Epping Forest, Local Highways Panel. The Town Clerk would approach ECC Councillor, Marshall Vance for a further update

**133.2 Salt Bag Partnership Scheme for Winter 2022/23 – Min no EH 110.2**

The Committee NOTED that the Town Council's allotted consignment of salt bags, to enable participation in the 2022/23 Winter Salt Bag Partnership Scheme, has been delivered to Loughton Cemetery for storage and subsequent distribution.

**EH134 Loughton Cemetery**

**134.1 Closed Churchyard - Min no EH 111.1**

The Committee NOTED the report and would await further input from St John the Baptist's Church.

**134.2 Request for Memorial Bench at Loughton Cemetery – Min no EH 111.2**

The Committee NOTED the installation of the Memorial Bench.

**EH135 Community Events**

**135.1 Loughton Day 17.9.22 – Min no EH 112.1**

Members NOTED the report and the Town Clerk's oral update. It was hoped that the event could have been restaged on Saturday 15 October 2022. Ultimately, this aspiration had not proved possible, principally because well over of a third of the original community groups could no longer make the new date including some key Community players. A number of factors also played their part including the uncertainty of the weather for mid-October. The office was now unwinding the event which will now take place on Saturday 16 September 2023; Loughton Cricket Club, having already given their consent.

This outcome was disappointing for all concerned as a lot of work and resources have been put into staging Loughton Day. However to hold a diluted and fragmented event would be counterproductive.

**135.2 Loughton Wombles – Min no EH 112.2**

The Committee NOTED that further Wombles community litter picks would be organised in due course.

**EH136 Benches**

**136.1 Buddy Bench**

Members NOTED the report and AGREED that as there are a number of benches along the High Street already and with tight budget constraints this request would not be pursued.

**136.2 Chigwell Lane Bench**

Members NOTED the report. Further investigation is required to ascertain who owns the land in question. A possibility could be to request the owners of the Langston Road Retail Park to fund the installation of the bench.

**136.3 York Hill Benches - Min no EH 71**

The Committee NOTED that the report and the oral update from the Town Clerk.

**EH137 War Memorials**

**137.1 Loughton War Memorial – Min no EH 106.3**

The Committee NOTED the report and AGREED to the additional costs to be taken from General Reserves.

**137.2 Claybury Hospital Roll of Honour – Min no EH15**

The Committee NOTED the report.

**EH138 Light up a Life**

The Committee NOTED that the Light up a Life service has been booked with the Loughton Methodist Church for Saturday 26 November 2022.

**EH139 Financial Position**

**Current Financial Position**

The Committee NOTED the current financial position.

**EH140 Future Work of the Committee**

The Town Clerk said that a report would be made to a future meeting regarding the scanning of burial registers. Cllr David Wixley asked for a blue plaque for the Mexican food authority Diana Kennedy (1923-2022). The Chairman apologised for having failed to call him under Min EH129 and said he would pursue this.

**EH141 Environmental Issues**

No issues were raised.

**Signed:** .....

**Date:** 22 November 2022