

**LOUGHTON TOWN COUNCIL**

**ENVIRONMENT AND HERITAGE COMMITTEE**

**MINUTES of the meeting held at Loughton Town Council, Council Chamber,  
1 Buckingham Court, Rectory Lane, Loughton IG10 2QZ on Tuesday 24 January at  
7.45pm**

**Present**

**Councillors:** C C Pond (in the Chair)  
B Cohen  
C P Pond (from Min no. EH166)  
G Wiskin  
S Fontenelle  
K Valentine  
D Wixley (as substitute for P Beales)

**Officers:** Mark Squire (Town Clerk)  
P Hoy (Services Manager)

**EH162 Apologies**

Apologies for absence were received from Cllr Beales. The Town Clerk reported that Cllr Wixley had been nominated as substitute for Cllr Beales for this meeting.

**EH163 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.

**EH164 Confirmation of Minutes**

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

**EH165 Public Representations**

None were received.

Councillor C P Pond joined the meeting before the following item.

Councillor Wixley declared a non-pecuniary interest in the following item as a participant in the local Community Speed Watch Scheme.

**EH166 Town Clerk's / Chairman's Report**

The Town Clerk Reported that the organiser of a local Community Speed Watch scheme had contacted the Town Council asking for a letter of support to aid grant applications. The Committee AGREED to provide the letter of support, and also AGREED that if any financial assistance was requested by the Community Speed Watch from the Town Council, the matter would need to be brought back before this Committee.

The Town Clerk Reported that a new litter bin had been installed by EFDC at Spring Grove, following a request from a local resident.

The Town Clerk Reported that the Deputy Town Clerk & Responsible Financial Officer had today attended a multi-agency online meeting, on the Town Council's behalf, related to staging a wheeled sports event in the District. At this stage, it did not appear that the Town Council could add any real value to the event which is likely to

be staged in Epping and would not therefore be expected to have any further involvement. The Committee NOTED the oral report.

**EH167 Heritage Plaques – Min EH147**

The Committee NOTED that the property owner at Connaught Avenue has been written to in respect of the request for a blue plaque for Charles Frederick Clark (1876-1945), Industrialist and Philanthropist. It is envisaged that this plaque will be installed during this financial year, whilst the blue plaque for Diana Kennedy (1923-2022), Mexicanist, will be progressed during the next financial year.

**EH168 Allotments**

**168.1 Willingale Road Allotments Report**

The Committee NOTED the report by the Allotment Officer on issues relating to maintenance, plot letting and vacancies, and the potential return of the East of England Probation Service Unpaid Work group in the Spring.

**168.2 Best Allotment Awards**

The Committee AGREED to continue with the awards in 2023.

**168.3 Horticultural Show**

The Committee AGREED to continue with the horticultural show in 2023 and NOTED Saturday 2 September as the proposed date.

It was AGREED that the prize giving presentations from the best kept allotment awards would continue to be included as part of the Horticultural Show.

**EH169 Signage**

**169.1 Signage to the Forest from Loughton Station / Town Centre – Min no EH149.1**

The Committee NOTED that The Epping Forest Heritage Trust are awaiting final approval from ECC for the 'direction roundels' and interpretation board, and that the Town Clerk and Services Manager are progressing the residual signage requirements.

**169.2 Broadway Noticeboard – Min no EH149.2**

The Committee NOTED that EFDC continue to be chased on this matter, and that a further response from their legal team is awaited. As a possible alternative measure, the Town Clerk visited the Sainsbury's store near Debden station, to request the possibility of using the wall (adjacent to the supermarket entrance), to site the noticeboard. The Store Manager agreed to this request and this installation will be take forward by the Office, whilst feedback from EFDC is awaited. The Committee AGREED that the cost of the noticeboard could be vired from the Committee's 'Other Works' budget allocation.

At the request of a Town Councillor, the Town Clerk took the opportunity to report on the dilapidated state of the noticeboard at Oakwood Hill which is beyond repair and needs replacing. The Committee AGREED that the Services Manager would bring a costing quote for the new noticeboard to the next Committee meeting.

**169.3 Alleyway Project – Min no EH149.3**

The Committee NOTED that the Town Clerk had contacted EFDC, re the alleyway signage, to check whether approval via ECC is necessary. The project will be expedited via the most appropriate route.

**EH170 Request from Epping Forest District Council (EFDC) – The Broadway Loughton (Debden) Planters – Min no EH150**

The Town Clerk Reported that he was due to hold talks with the appropriate officer at EFDC regarding this issue on Thursday 26 January 2023. A report will be made at the next meeting.

Councillor Wixley declared a non-pecuniary interest in the following item, as he had been approached by a resident concerning salt bin issues.

**EH171 Salt Grit provision**

**171.1 Request for salt grit bin at the top of Smarts Lane, Loughton – Min no EH151**

The Committee NOTED that Essex County Councillor Marshall Vance has indicated that this application is in the Local Highways Panel system and is awaiting funding.

**171.2 Further request for salt grit bins**

The Committee expressed concern at the length of time that it takes the Highways Panel to deliver on new salt-grit bins, and also noted some of the specific conditions that need to fulfil before ECC can agree for a new bin to be placed. The Committee AGREED that the public requests for new bins to be installed at Ollards Grove and Roding Gardens should be submitted to ECC Cllr Vance.

**171.3 Problems experienced during the cold snap in December 2022 – Salt Grit Volunteer Scheme**

The Committee NOTED the report and it was AGREED that in order to protect the Town Council from disgruntled members of the public, a report detailing the council's capabilities of dealing with winter conditions would be made available to all Loughton residents via the Town Council's 'Think Loughton' newsletter and other channels before the winter sets in this calendar year. The report will highlight the reality of the situation as faced by the Town Council, as well as containing advice on how the public can plan for, and then manage, winter conditions, either independently or as part of the council's volunteer scheme.

The Office would also seek from ECC a far bigger allocation of salt bags given the significantly large population in Loughton, compared with other smaller Parishes in the County.

**EH172 Loughton Cemetery fees – Min no EH152**

The Committee AGREED that following the Staff and Strategy Group meeting on 19.12.22 and subsequent Policy and Resources Committee meeting on 11.1.23, all cemetery fees will be increased by 10% from the previous financial year.

**EH173 Loughton Day – Min no EH153**

The Committee NOTED that following the Staff and Strategy Group meeting on 19.12.22 and subsequent Policy and Resources Committee meeting on 11.1.23, the office would look for local businesses to sponsor the Day, scheduled for Saturday 16 September 2023, to make the event more cost effective.

**EH174 Chigwell Lane Bench – Min no EH156**

The Town Clerk Reported that this matter was to be expedited, and that a progress report would be made at the next meeting.

**EH175 Painting safekeeping**

Following a request by a local resident, the Committee AGREED to hold, for safekeeping and display, three paintings by the renowned local artist John Strevens, which would be displayed in the lobby of the Town Council offices. The Town Clerk reported that the Town Council's insurance company would be notified of this arrangement.

**EH176 Financial Position**

**Current Financial Position**

The Committee NOTED the current financial position, and details of the funds available from earmarked reserves, as at 30 November 2022.

**EH177 Financial savings**

The Committee AGREED to consider alternative uses for Lady Whittakers Mead, which could potentially see the land generate income for the Town Council. Furthermore, the generating of additional grave spaces at Loughton Cemetery would also be considered.

**EH178 Future Work of the Committee**

It was AGREED that Councillor Fontenelle would submit a report detailing ideas related to alternative uses for Lady Whittakers Mead, as discussed in Min no. EH178.

**EH179 Environmental Issues**

No issues were raised.

**Signed:** .....

**Date:** 28 March 2023