

THESE MINUTES NOT YET CONFIRMED

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 11 June 2024 at
7.30pm**

Present

Councillors: C Pond (in the Chair)

A Fricker

W Dodd

S Harriman

K Valentine

Also

Present: D Wixley

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

One Member of the Public

EH1 Apologies

No apologies were received.

The Chairman reported on the passing of former Councillor Eddie Boatman, a founding member of Loughton Town Council in 1996. Members extended their condolences to the Boatman family.

EH2 Declarations of Interest

Cllr Wixley declared a non-pecuniary interest in Agenda item 20, as he is known to the member of the public who will be addressing the committee at tonight's meeting. Cllr Fricker declared a non-pecuniary interest in Agenda item 9 as he is an allotment holder at Roding Road Allotments. Cllr 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.

EH3 Confirmation of Minutes

The minutes of the meeting held on 30 March 2024 were CONFIRMED as a correct record and signed by the Chairman.

EH4 Public Representations

The Chairman reported that a member of the public wished to address the Committee on agenda item 20.

EH5 Town Clerk's / Chairman's Report

- The Town Clerk reported that the unwanted and neglected banners left in the Town Centre and around The Drive were successfully removed by the Highway Rangers.
- The Town Clerk reported that a draft policy to cater for indoor/outdoor car boot sales will be brought to the next committee agenda.
- The Chairman invited members to make suggestions for strategy/ issues to be taken up in the 2024-28 term of office.
- The Town Clerk relayed an email from Fabrizio Ferrari, Public Health Improvement Officer, Health Improvement Team Manager – Customer and the Community (EFDC), stating that ECC are at the initial stages of developing

Local Cycling and Walking Infrastructure Plans for Loughton, Buckhurst Hill, Chigwell and Waltham Abbey. These measures and application for grant funding could be publicised at both forthcoming Town Council major events, .i.e. Jessel Green and Loughton Day. Cllr Pond declared a non-pecuniary interest in this item, as he had been approached by the Head Teacher at Staples Road School regarding Staples Road being turned into a safer 'School Street.'

The Committee AGREED to bring the following agenda item forward.

EH6 Jessel Green – Fields in Trust

Mr Neil Bartlett, of the Save Jessel Green Campaign, was invited to speak and addressed the meeting in support of initiating Fields in Trust status for Jessel Green and all other eligible 'housing' greens on the Debden Estate. The Committee AGREED to the adoption of a joint approach with the Recreation Committee to EFDC to secure Fields in Trust status. The Town Clerk was asked to write to the Chief Executive of EFDC to this effect.

EH7 Samaritans' Signs in Epping Forest – Min EH283

The Committee NOTED the City of London response dated 30 March 2024.

EH8 Weekly Markets – Min no EH284

The Committee NOTED the report and the oral update from the Town Clerk and would await further developments.

EH9 Heritage Asset and Conservation Areas

EH9.1 Extension and Protection of areas within Loughton

The Committee AGREED to hold this item over to the next meeting.

EH9.2 Heritage Plaques

The Committee NOTED the progress report on proposed new plaques in York Hill. The request for a plaque for Percy Thompson at the The Uplands would be followed up in the next financial year.

The Services Manager reported that he had cut back vegetation that had been obscuring the William Wymark Jacobs plaque in Lower Road.

EH10 Allotments

EH10.1 Willingale Road Allotments Report

Members AGREED to the recommended increase of 3.3% in allotment fees, rounded up / down to the nearest pound. The Committee NOTED the report detailing an incident of vandalism on 31 May 2024, issues with the septic tank/cesspit and necessary electrical works.

The Town Clerk highlighted a meeting between officers and the Willingale Allotments Committee,(that very day) where a number of requests, from this committee would be reviewed by the office in due course.

EH11 Signage

EH11.1 Alleyway project – Min no EH286.1

The Committee NOTED that permission had finally been received for signage to be installed at Bayliss Path, which runs from Church Hill through to Queens Road.

EH12 Events

EH12.1 Loughton Wombles – Min no EH287.1

The Committee NOTED the report.

EH12.2 Loughton Horticultural Show – 2pm Saturday 7 September 2024

The Committee NOTED the report.

EH12.3 Loughton Day – Saturday 21 September 2024 - Min no EH287.2

The Committee NOTED the report and AGREED to run a second hand book stall with the proceeds to go to the Town Mayors charity of choice.

EH13 Cemetery Matters

EH13.1 Closed Churchyard – Min no EH288.1

The Committee NOTED the Chairman and Town Clerk's reports and AGREED to recommend that the Town Council takes over the St John the Baptist Church (SJBC) churchyard as a Closed Churchyard. The proposal will now be taken to the next Strategy & Staff Group meeting (with costings information) and ultimately to the next available Town Council meeting to ratify the decision made.

EH13.2 Holm Oak – Min no EH281.3 - 23 June 2021 refers

The Committee NOTED the report and AGREED that works, as carried out previously in 2021, is repeated this year.

EH14 Tree Report – Min no EH289

The Services Manager reported that all essential tree works at sites within the remit of this committee have now been completed.

Additionally, Members NOTED that the Services Manager will conduct a visual survey of oak trees across all Town Council sites in June 2024, to look for any signs of Oak Processionary Moth (OPM) and will report back accordingly, at a future meeting of the Environment and Heritage Committee.

EH15 Spring Bulb Display on Borders Lane – Min no EH290

The Committee NOTED the report and AGREED that the Town Clerk should contact ECC Highways to seek permission for re-planting the missing bulbs; with Fairview Homes to contribute to the funding.

EH16 Loughton Station Disability Access – Min no EH291

The Committee NOTED that a response from Transport for London (TFL) on this matter, whereby a significant amount of funding was requested from the Town Council, way above the Town Council's budgetary capacity. However, this issue along with other Central Line issues has been taken up by the EFDC's Overview and Scrutiny committee.

EH17 Removal of seven Loughton Salt Grit Bins by Essex County Council (ECC) – Min no EH292

For the benefit of new members, the background history of this situation was repeated. There is still no response from ECC.

Members AGREED that LTC gives ECC a time ultimatum, then proceeds to orders new salt bins, requesting that ECC continue to fill them up. Unless LTC hear from ECC otherwise, by a designated date, LTC will assume that ECC have acceded to the request. The Town Clerk was asked to take this forward.

- EH18 Drinking Fountain, High Road Loughton – Min no - EH294**
The Services Manager reported that work to replace the missing ridge tile and damaged hip iron was due to be carried out on Friday 14 June 2024, and the contractor would also remove all moss from the roof. The Committee also NOTED that the water supply was reconnected in April 2024 and that the fountain is now in good working order.
- EH19 Hanging flower baskets, Loughton – Min no EH295**
The Committee NOTED the report.
- EH20 New Essex County Council Climate Action Advice Packs-30 May 2024**
The Committee NOTED the report and AGREED to review the council’s own ‘green’ practices from a business perspective, and to forming a plan going forward. A report will be made at the next Environment and Heritage Committee meeting.
- EH21 Christmas Windows Competition**
The Committee NOTED the report and AGREED to implement the changes recommended therein.
- EH22 Financial Position**
Current Financial Position
Members NOTED the current financial position together with current details of the funds available from earmarked reserves.
- Changes to the way the grounds maintenance contract was invoiced by Qualis was NOTED and it was AGREED that the Services Manager should contact Phil Hawkins (EFDC) to complain about the quality of grass cutting, carried out by Qualis, throughout the town.
- EH23 Environmental Issues**
Officers were asked to contact TFL to establish if they own the small area of land at the right hand side of the front elevation of the station entrance, as this land is in dire need of being tidied up.
- EH24 Future Work of the Committee**
No new items were raised.

Signed:
Date: 18 September 2024