

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 Wednesday 20 November
2024 at 7.30pm**

Present

Councillors: C Pond (in the Chair) K Valentine
W Dodd D Wixley (substitute for S Harriman)
A Fricker

Councillor also

Present: I Allgood

Officers: Mark Squire (Town Clerk)
Kate Pendlebury (Responsible Financial Officer (pending))

EH46 Apologies

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

EH47 Declarations of Interest

Cllr 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.

EH48 Confirmation of Minutes

The minutes of the meeting held on 18 September 2024 were amended to include the following sentence at min no EH39, "Cllr Fricker to prepare an item for the November meeting". These minutes were then CONFIRMED as a correct record and signed by the Chairman.

EH49 Public Representations

None were received.

EH50 Town Clerk's / Chairman's Report

- Regarding the Speed Indicator Device (SID), the Town Clerk reported that the funding for the unit and installation had already been sourced externally by the local resident concerned. He also highlighted that the Council as the statutory contact point, is liable for any future (wide ranging) costs subsequent to the installation. Cllr Wixley would speak to the resident concerned for confirmation of installation of any second device. The Town Council need to be wary of any potential future escalating costs
- Regarding the: 'Removal of seven Loughton Salt Grit Bins by Essex County Council (ECC) – min EH38 refers, there is still no response from ECC on this important issue. The matter would be raised again with a formal letter to the ECC Highways portfolio holder by the Town Clerk and countersigned by the Committee Chairman.

EH51 Davenant Playing Fields

The update was NOTED by the Committee, who AGREED that an amount of £5,000 would provisionally be set aside in the 2025/26 budget for fencing. Members also AGREED that this project would be progressed in tandem with the Recreation Committee. However it was noted that the school itself may be wholly responsible for organising the perimeter fencing for its own premises.

EH52 Jessel Green - Fields in Trust – Min EH32

Members AGREED to move forward with the public consultation and subsequent application for Fields in Trust status. Members also AGREED that this project would be progressed in tandem with the Recreation Committee.

EH53 Weekly Markets – Min no EH33

Members NOTED that the Town Clerk had since appraised the prospective market operator of the numerous stipulations required by ECC to be undertaken prior to any weekly market going ahead.

Members AGREED that the Town Clerk should continue to liaise with the market operator and provide feedback at the next meeting.

EH54 Heritage Asset and Conservation Areas

EH54.1 Extension and Protection of areas within Loughton - Min EH34.1

Members RECEIVED and NOTED the update from the Town Clerk and would await further feedback in due course.

EH55 Allotments

EH55.1 Willingale Road Allotments Report

Members NOTED that the cess pit may have to be replaced and may have further budget implications. It may be the case that a septic tank rather than a new cess pit would solve the problem and may involve the future involvement of Thames Water, moving forward.

Members AGREED

- To implement appropriate wording into future allotment agreements regarding the new rules for poultry and captive bird keepers
- to support the implementation of a long service award (after 5 years' service) for allotment volunteers in the form of 50% discounted allotment fees and also a laminated certificate of appreciation for their valuable work .

EH55.2 Pyrles Lane (former) Allotment site – Min no EH35.2

Members RECEIVED and NOTED the update from the Town Clerk and would await further feedback in due course.

EH56 Events

EH56.1 Loughton Wombles – Min no EH12.1

The Committee NOTED the report and also that special presentation certificates had been made to two pupils of Alderton Junior School in recognition of their litter picking on their way to school.

EH56.2 Loughton Horticultural Show – 2025

Members CONFIRMED Saturday 6 September 2025 as the date for next years' Horticultural Show.

- EH56.3 Loughton Day - 2025**
Members CONFIRMED Saturday 20 September 2025 as the provisional date for next years' Loughton Day.
- EH56.4 Light up a life**
The Committee NOTED the reminder that this event will take place on Saturday 30 November 2024 and that all plans are in place.
- EH57 Cemetery Matters**
- EH57.1 Closed Churchyard – Min no EH37.1**
Members NOTED the update provided by the Town Clerk.
- EH57.2 Memorial Testing**
The Committee NOTED the update.
- EH57.3 Tender for Christmas Lights 2025**
The Committee NOTED that the tender process for Loughton's Christmas Lights for 2025 would be initiated soon.
- EH58 Spring Bulb Display on Borders Lane – Min no EH15**
The Committee NOTED that the Town Clerk would seek final approval from ECC Highways for the bulb planting to take place.
- EH59 Environmental Sustainability – Min no EH39**
Members AGREED to include the addition of Solar Panels at Murray Hall to the list of future priorities. Cllr Fricker requested a strategy document detailing the previous steps taken by the Council with respect to environmental sustainability and future plans to continue the strategy.
- EH60 Christmas Windows Competition – Min no EH41**
Cllr Allgood volunteered to become the third judge (along with Cllr Valentine and Cllr Davies) to carry out the visits to the retailer's window displays.
- Members AGREED to present a certificate of recognition to an individual householder who had made a special effort to festively decorate their house frontage.
- EH61 Financial Position**
Current Financial Position
The current financial position as of 31 October 2024 was NOTED.
- EH62 Fees for Financial Year 2025/26**
Members AGREED to a 2.7% increase in fees for the year 2025 /2026.
- EH63 Budget 2025/26**
- EH63.1 Committee Priorities**
Members AGREED to add Environmental Sustainability as a high priority and to progress the Community Lavatory Scheme. All other priorities to remain as stated.
- EH63.2 Budget 2025/26**
The Members AGREED the provisional budget for 2025/26.

EH64 Environmental Issues

Cllr Fricker requested the Town Clerk to contact Transport for London (TFL) regarding the rubbish and rodent infestation in the verge / ditch adjacent to the pathway from Loughton Tube Station towards Station Road. Cllr Wixley requested the Highway Rangers be contacted regarding the growth of vegetation surrounding the sign at the bottom of Lower Road and Englands Lane.

EH65 Future Work of the Committee

No new items were raised.

Signed:

Date: 28 January 2025