

LOUGHTON TOWN COUNCIL

EXTRAORDINARY COUNCIL MEETING

**MINUTES of the Meeting held on Wednesday 29 May 2024 at 7pm at
1 Buckingham Court, Rectory Lane, Loughton IG10 2QZ**

Present:

Councillors: K Valentine

I Allgood	C Davies	W Dodd (from Min No 18)
S Fontenelle (from Min No 18)	A Fricker	S Harriman
L House	K-W Lee	N MacKinnon
S Murphy	S Murray	J Obaseki (from Min No 18)
M Owen	C Pond	J Riley
M Stubbings	R Sylvan	C Ubah
D Wixley		

Officers: M Squire (Town Clerk)
P Bryce (Community Manager)

Also Present: 1 x member of the public.

Before the commencement of the meeting, it was noted that Cllr Fontenelle may be recording the meeting.

14 Appointment of Deputy Town Mayor for 2024/25
Cllr House was proposed and seconded, there being no other nominations, Cllr House was appointed Deputy Town Mayor and presented with the Deputy Town Mayor's badge.

15 Apologies for Absence
Apologies for absence were received from Cllrs Brookes and Minhas.

17 Declarations of Interest
None were declared. The Town Clerk reminded members of any Register of Interest forms that have not yet been returned.

Cllrs Dodd, Obaseki and Fontenelle arrived during the following item.

18 Confirmation of Minutes
The minutes of the Annual Council Meeting held on 15 May 2024 were CONFIRMED as a correct record and signed by the Chairman.

19 Appointment of Members, and Election of Chairman and Vice Chairman, of Council Committees for 2024/25

19.1 Cllr Davies was appointed as Chairman and Cllr Riley as Vice Chairman. Cllrs Murphy, Lee, Minhas, and Ubah were also nominated and appointed to the Planning and Licensing Committee with one further position to be confirmed.

19.2 Cllr Wixley was appointed as Chairman and Cllr Murray as Vice Chairman. Cllrs Valentine, Sylvan, Stubbings, MacKinnon and House were also nominated and appointed to the Recreation Committee

- 19.3** Cllr Pond was appointed as Chairman and Cllr Valentine as Vice Chairman. Cllrs Fricker, Dodd, Harriman, Ubah and Obaseki were also nominated and appointed to the Environment and Heritage Committee
- 19.4** Cllr Owen was appointed as Chairman and Cllr Brookes as Vice Chairman. Cllrs MacKinnon, Murray, Stubbings, Fontenelle and Fricker were also nominated and appointed to the Resources and General Services Committee

All Committees consist of seven members.

20 Nomination of Council Representatives for 2024/25

- 20.1** The Council representatives on outside bodies for 2024/25 were agreed as below:

Organisation	2024-25 representative(s)
Lopping Endowment	Cllr J Riley
Essex Association of Local Councils (EALC) – Epping Forest Branch	Cllrs Fontenelle and Wixley
Local Councils’ Liaison Committee	Cllrs Davies and Wixley
EALC - Local Councils Forum and AGM	Cllr Wixley
<i>ECC Parish Passenger Transport Meeting (Now defunct – no need for a representative)</i>	
Tree Wardens (appointed by Epping Forest Countrycare)	Cllrs Fontenelle, Fricker and Wixley
Loughton Broadway Town Centre Partnership	Cllrs Brookes, Davies, Murray, and Ubah
Essex Police local community meetings	Cllrs Fontenelle, House and Wixley
Roding Valley Nature Reserve Consultative Group	Cllrs MacKinnon and Wixley (with Cllr Murray as a District Councillor on the Management Committee)

Council representatives on outside organisations were reminded that depending on the status of the organisation, e.g., charity, company, etc. by joining the board they could become liable if the organisation failed. The Council’s insurance would not cover them.

The Council NOTED that a number of these organisations are open to members of the public. Any non-council representatives attending these meetings should ensure they make it clear to the organisation that they are there in a personal capacity.

20.2 Joint Standards Committee

The Council APPOINTED Cllr Pond as its representative on the Joint Standards Committee for 2024/25 and Cllr Allgood as his substitute. Members NOTED that this group has not met for 11 years.

20.3 Grievance Hearing and Disciplinary Appeal Panels

Cllr MacKinnon was APPOINTED as the additional member to sit on both the Grievance Hearing Panel and the Disciplinary Appeal Panel.

21 Town Mayor's / Town Clerk's Report

Town Clerk reminded councillors of the following, which may still be outstanding from some members :

- Receipt of Induction Packs (for those not present at the induction training evening)
- Individual Profiles for the Town Council website
- Individual photo's for the Town Council website

Signed

17 July 2024