

**LOUGHTON TOWN COUNCIL**

**COUNCIL MEETING**

**MINUTES of the Meeting held on Tuesday 26 February 2025 at 7.30pm at  
1 Buckingham Court, Rectory Lane, Loughton IG10 2QZ**

**Present**

**Councillors:**

K Valentine (In the chair)		
I Allgood	C Davies	W Dodd
S Fontenelle	A Fricker	S Harriman
K-W Lee	N MacKinnon	R Minhas
S Murray	C Pond	J Riley
M Stubbings	R Sylvan	C Ubah
D Wixley		

**Officers:**

M Squire (Town Clerk & Responsible Financial Officer (RFO))  
K Pendlebury (RFO) pending)

The Town Council was notified that the meeting would be recorded by a member.

**72 Apologies for Absence**

Apologies for absence were received from Cllrs Brookes, House, Murphy, Obaseki and Owen.

**73 Declarations of Interest**

Cllrs Wixley, Murray and Allgood declared a non-pecuniary interest in agenda item 11.1. Cllr Pond declared a non-pecuniary interest in any agenda items relating to the work of Epping Forest District Council (EFDC) and Essex County Council (ECC) as a member of these authorities.

**74 Confirmation of Minutes**

The minutes of the Council Meeting held on 28 January 2025 were CONFIRMED as a correct record and signed by the Chairman.

**75 Public Representations**

None were received.

**76 Questions Without Discussion**

No questions were received.

**77 Town Mayor's / Town Clerk's Report**

The Town Clerk remarked that the Newmans Lane Children's Playground was now open and well received by local residents. An official opening ceremony would be arranged soon. He also reminded members on a number of administrative matters.

**78 Town Mayor's Engagements and Announcements**

The Report was received and NOTED.

**79 Timetable of Meetings**

Members AGREED the timetable of meetings for Town Council Year 2025/2026 as distributed.

**80 Parking Regulation Request**

The members NOTED that this is an issue to be raised via North Essex Parking Partnership (NEPP) and asked the Town Clerk to respond accordingly to the correspondence received from the local resident.

**81 Government Survey on the proposed Devolution of Greater Essex**

The Town Clerk highlighted the lack of guidance to date on the future of local Town and Parish Councils in the proposals, which is important, given that the Town Council is part of the third tier of Local Government structure.

Members NOTED the update and AGREED that the Town Clerk should respond to the survey on behalf of the Town Council (subject to members approval), including copying in the local Member of Parliament (MP). In addition, the Chair suggested that members respond individually.

**82 Reports from Committees**

**82.1 Planning and Licensing**

The minutes from the meetings held on 3 and 17 February 2025 were NOTED.

The Town Clerk would review all the recent correspondence regarding minute PL164.1.1 to date and report back to a future Planning & Licensing Committee meeting, if necessary. He would also investigate aspects regarding General Data Protection Regulations in relation to planning and also for other wider aspects of Town Council work.

**82.2 Environment & Heritage**

The minutes from the meeting held on 28 January 2025 were NOTED. The third anniversary of Loughton Wombles was highlighted.

**83.3 Resources and General Services**

The minutes from the meeting held on 12 February 2025 were NOTED.

**83 Reports from Members on Outside Organisations**

The reports were NOTED by members.

Cllr Pond requested that former Town Councillor, Judith Woodman's contribution to the Loughton Community be recognised in the minutes and an article be included in the next edition of 'Think Loughton'. Cllr Pond reported that he had attended the funeral of Judith Woodman (1944-2004) in late January as a private individual, though it had been supposed, as he spoke about her time (1996-2004) as a councillor (which she chaired 1999=2000) that he was the official representative of Loughton Town Council. Judith had been an outspoken and determined councillor; she had no family, save a sister from whom she was estranged, so it had been most gratifying to see some 60 residents and friends at the event.

Signed .....  
22 April 2025