

LOUGHTON TOWN COUNCIL

COUNCIL MEETING

**MINUTES of the Meeting held on Tuesday 22 April 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
A Fricker S Harriman N MacKinnon
S Murray C Pond J Riley
M Stubbings R Sylvan (from Min No 84) D Wixley

Officers: M Squire (Town Clerk & Responsible Financial Officer (RFO))
P Bryce (Deputy Town Clerk)

Cllr Sylvan arrived during the following item

84 Apologies for Absence

Apologies for absence were received from Cllrs House, Lee, Minhas, Murphy, and Obaseki.

85 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.

86 Confirmation of Minutes

The minutes of the Council Meeting held on 26 February 2025 were CONFIRMED as a correct record and signed by the Chairman.

87 Public Representations

None were received.

88 Questions Without Discussion

No questions were received.

89 Town Mayor's / Town Clerk's Report

In response to a question, the Town Clerk remarked that the Newmans Lane Children's Playground was now open and very well received by residents and was proving to be extremely popular and busy.

He also reminded members on housekeeping matters.

- There are still several councillor profiles missing from the website.
- A number of councillors still required to set up a Loughton Town Council (LTC) email address – assistance can be sought from the LTC, IT consultant
- Acknowledgement of emails, where a response is required
- Members were encouraged to publicise the forthcoming '80 VE Day, beacon lighting' on 8 May 2025.

90 Town Mayor's Engagements and Announcements

The Town Mayor reported that she had attended the following engagements. The Opening of the new Newmans Lane Playground, Mock Council Meeting with Staples Road Primary School Council, LADS production of "The Ladykillers" by Graham Linehan at Lopping Hall and that Cllr Davies had attended the YES Partnership Conference.

91 Weekly Sunday Market

Members NOTED that the Town Clerk has applied for the Traffic Regulation Order (TRO) for the closure of the lay-by in Loughton High Street, to facilitate the loading and unloading of vans on the Sunday market days. ECC had since requested further administration details and a newly updated application form to be completed which could cause further delays. The application process could take up to 12 weeks.

92 Government Survey on the proposed Devolution of Greater Essex – Min 81

Members NOTED that the Town Clerk had completed the survey on behalf of the Town Council. He reported that as there were no questions or information relating specifically to Parish and Town councils, it was a difficult survey to complete with any constructive replies. This was highlighted in his responses.

93 Reports from Committees

93.1 Planning and Licensing

The minutes from the meetings held on 3, 17 and 31 March and 14 April were NOTED.

93.2 Recreation

The minutes from the meeting held on 11 March 2025 were NOTED. Cllr Murray reported that the new bench installed at Roding Valley Recreation Ground Min No RC94 was very professionally installed, located and very well received and the replacement bench installed at the Memorial Garden RC91 was also very well received with the addition of another memorial plaque.

93.3 Environment & Heritage

The minutes from the meeting held on 26 March 2025 were NOTED.

93.4 Resources and General Services

The minutes from the meeting held on 9 April 2025 were NOTED. Members specifically discussed two items raised under minute RGS min no 101.3 Recommendations from the Strategy & Staff Group (SSG) meeting of 4 April 2025.

The following was AGREED

- An email will be sent to all members asking for their assistance at the Jessel Green Fun Day on Sunday 6 July 2025, which will include setting up duties and manning the wrist band / ticket sales. A timetable of hour slots will be available, for those who have limited availability.
- Members agreed that the Town Clerk will write to the Chief Executive, EFDC, outlining the objective to acquire (at a peppercorn rent) the landlord title of the area of land that Loughton Town Council (LTC) is responsible for on the Roding Valley Recreation Ground (RVRG) before the proposed Devolution of Greater Essex.

The merits of continuing with the Local Council's Liaison Committee (LCLC) - Minute RG103 EFDC was discussed, with mixed views expressed by members.

- 94 Reports from Members on Outside Organisations**
The reports were NOTED. Members thanked Cllr Wixley for all four reports.

Signed
21 May 2025