

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

ENVIRONMENT AND HERITAGE COMMITTEE

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

Present

Councillors:

K Valentine (in the Chair)
A Fricker
C Ubah

W Dodd
S Harriman

Officers:

M Squire (Town Clerk)
P Hoy (Services Manager)

EH85 Apologies

Apologies were received from Cllrs Obaseki and Pond. Cllr Valentine was designated as Chairman for this meeting.

EH86 Declarations of Interest

None were received.

EH87 Confirmation of Minutes

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

EH88 Public Representations

None were received.

EH89 Town Clerk's / Chairman's Report

The Committee NOTED the following:

- The Highway Rangers have recently cleared the overgrown vegetation which obscured the road signage by the Lower Road / Englands Lane mini roundabout and have been thanked accordingly.
- The Evolis, Speed Indicator Device (SID) has been in place for some time now and the Speed Watch group is currently analysing the first full month's initial data. Members were each given a handout showing the data for the first month of operation.
- Environmental Sustainability – Min no EH77 Councillor Fricker is working on a report that will be brought back to a future Environment and Heritage Committee meeting.
- Locality Fund – Min no EH79. Unfortunately a suitable project could not be sourced. The Town Clerk highlighted several items that had been discussed prior to the deadline expiry date, some of which could be considered if this funding stream becomes available in the future.
- Tree Whips – Min no EH80 and Recreation Committee – Min no RC79. Cllr Fricker reported that he, along with Cllrs MacKinnon and Ubah, planted most of the tree whips on the Roding Valley Recreation Ground on Saturday 22 March 2025. A small surplus of tree whips is to be collected by Cllr Fontenelle, who will plant them at Lady Whitakers Mead.

- Litter along Station Approach – Min no EH81 refers. The Chairman has offered to make representation to Essex County Council (ECC). A report will be made at a future meeting of this Committee.

EH90 Weekly Markets – Min no EH72

The Committee NOTED that the Town Clerk will be expediting all paperwork, necessary to enable the weekly Sunday market to take place on the High Road, with initial emphasis on obtaining the Traffic Regulation Order (TRO) for the layby closure, working towards a projected June 2025 starting date.

EH91 Christmas Lights

Members NOTED that the tender process cut-off date for the Christmas lights is 28 March 2025. The Town Clerk and Services Manager reported that to date there have been visits by nine respective companies, and that two actual tenders had already been received. This Committee nominated Cllrs Valentine and Dodd to assist the office (i.e. Town Clerk, Responsible Financial Officer (pending) and Services Manager) in choosing the best/appropriate tender for the three year contract. The selection committee will convene in the coming weeks, following the closure of the tender process.

EH92 Allotments – Willingale Road Allotments Report

The Committee NOTED the report and NOTED that the date for the Horticultural Show had been set for Saturday 6 September 2025.

EH93 Davenant Playing Fields

The Town Clerk reported that further correspondence had been received from the school regarding whose responsibility it is for repairs to the school's perimeter fence, which borders both Willingale Road Playing Field and Lady Whitakers Mead. It was AGREED that the Town Clerk would write to the school's Compliance Officer and formerly ask for clarification over this matter.

EH94 Pyrles Lane (former) Allotment Site – Min EH35.2 refers

The Committee NOTED the report. The Town Clerk advised that he would liaise further with the Chairman as a letter to the Secretary of State in regard to the proposed change of use of this land may be required. A further report would be presented at the next meeting of this Committee.

EH95 Events

95.1 Loughton Wombles

The Committee NOTED that a team of 11 dedicated Wombles had been out on the morning of Saturday 15 February, working hard to clear Lady Mary's Path linking Borders Lane and Rectory Lane, and the Rectory Lane slip road running from E15 Acting School down past St Nicholas Church towards Borders Lane. On Saturday 22 March 2025, two groups were out again clearing litter from Hillyfields and the Langston Road/ Lenthall Road areas, respectively.

The next Womble gathering is scheduled for Saturday 12 April 2025 (area(s) to be determined).

95.2 Loughton Day

The Committee NOTED that organisation for this event on Saturday 20 September 2025 continues to progress well.

EH96 Benches owned by Loughton Town Council and the City of London Corporation, Epping Forest (CoLC).

The Town Clerk reported that he would arrange a meeting with the relevant CoLC Officer in order to discuss all such concerns, and report back to the next meeting of this Committee.

**EH97 Financial Position
Current Financial Position**

The Committee NOTED the current financial position as of 17 March 2025 together with current details of the funds available from earmarked reserves.

EH98 Environmental Issues

No new items were raised.

EH99 Future Work of the Committee

No new items were raised.

Signed:
Date: 11 June 2025