

**LOUGHTON TOWN COUNCIL**

**RESOURCES AND GENERAL SERVICES COMMITTEE**

**MINUTES of the Meeting held on Wednesday 14 January 2026 at 7pm at Loughton Town Council, Council Chamber, 1 Buckingham Court, Rectory Lane, Loughton IG10 2QZ.**

**Present**

**Councillors:** M Owen (in the Chair)  
I Allgood R Brookes S Fontenelle  
N MacKinnon S Murray  
M Stubbings (arrived during min no RG192)

**Also Present:** D Wixley J Riley

**Officers:** M Squire (Town Clerk)  
C Carroll (Responsible Financial Officer (RFO))

The committee noted that a member would be recording this meeting.

**RG182 Apologies for absence**

There were no apologies for absence received. Cllr Stubbings arrived at 19:20.

**RG183 Declarations of Interest**

No declarations of interest were made.

**RG184 Confirmation of Minutes**

The minutes of the meeting held on 3 December 2025 were CONFIRMED as a correct record and signed by the Chairman.

**RG185 Public Representations**

There were no public representations.

**RG186 Town Clerk's / Chairman's Report**

The Town Clerk reported that a date had been confirmed for the 'Town Partnership' meeting to be held at Lopping Hall, in the evening on Thursday 5 February 2026. It was noted by members that attendance at the meeting should be limited to a few Town Councillors only and Ward Councillors only if possible. Cllr Brookes requested an invitation be sent to District Councillor, Roger Baldwin.

The Town Clerk confirmed the Internal Auditor had carried out the interim audit on 14 January 2026. The auditor's report would be available to Town Councillors in due course. It is likely that the Resources and General Services meeting on 11 February will include policy website and GDPR reviews ahead of the Assertion 10 and AGAR requirements.

The Town Clerk also reviewed with members the further response to external auditors PKF Littlejohn LLP in respect to the ongoing dialogue.

**RG187 Town Council Table of Meetings for 2026/27**

The Town Clerk confirmed the table of meetings had been created in conjunction with EFDC's meetings timetable. The meetings schedule was AGREED by this Committee and will be recommended to Full Council on 28 January 2026.

**RG188 Local Government Pension Scheme**

The proposed pension rates for the next 3 years were NOTED.

**RG189 Financial Assistance Grants**

The Committee NOTED that the Financial Assistance Working Group will be meeting on Monday 26 January 2026 to review the grant applications received for the 2026/2027 council year.

All applications for the scheme had been sent to panel members. The working group will assess the financial grant applications and provide recommendations to the next Resources and General Services Committee meeting on 11 February 2026.

**RG190 Committee Priorities**

The Committee AGREED its council wide priority list for 2026/27.

**RG191 Red Balloon Foundation (RBL)**

The Committee NOTED that the Liquidator had now confirmed that there would be no return to the Town Council from the RBL liquidation.

Cllr Stubbings arrived during the following item.

**RG192 Budgets / Estimates 2026 / 2027**

The Town Clerk highlighted a potentially healthier financial position for the Council at year--end March 2026, largely due to the reduction and stability seen in energy costs and the completion of the Public Works Loan Board (PWLB) loan on the Buckingham Court Council offices. The Council can therefore make some provision to look ahead to projects and make additional funds within Ear Marked reserves (EMR).

The Town Clerk also confirmed that the Tax Based denominator figure provided by the District Council had been latterly revised to £13,267 (the figure that when divided into the precept gives the band D annual amount per household) from the initial £13,205 figure provided earlier.

This revision was communicated by EFDC after the setting of the draft budget at the Resources and General Services meeting on 3 December where members agreed to increase the precept by 3.64%. This has resulted in an additional c.£5,000 available, whereby the band D increase could still remain at the same level of 3.64%.

After some discussion, it was AGREED by members that the percentage per household should be 3.64% as previously agreed and the additional funds should be earmarked as follows:-

- Increase of £500 for Member training
- Increase of £500 for Staff training
- Increase of £1,000 for EMR solar panels at Murray Hall
- Increase of £1,500 for EMR General Playgrounds
- Increase of £1,500 for Roding Valley Recreation Ground pathways

Final percentage increase and increase on overall precept to be ratified at the full Council meeting on 26 January 2026.

The meeting concluded at 19:40.

**Signed:** .....  
**Date:** 11 February 2026