
THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

COUNCIL MEETING

**MINUTES of the Meeting held on Wednesday 16 July 2025 at 7.30pm at
1 Buckingham Court, Rectory Lane, Loughton IG10 2QZ**

Present

Councillors:

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

Officers:

M Squire (Town Clerk)
P Bryce (Deputy Town Clerk)

1 x Member of the Public

108 Apologies for Absence

Apologies for absence were received from Cllrs Brookes, House, Minhas, Owen and Riley. Cllr Murray welcomed back Cllr Obaseki after her extended absence.

109 Town Councillor – Les House

Councillors AGREED to extend the leave of absence for a further six months to 5 February 2026, on health grounds, and sent their best wishes to Cllr House for his continued recovery.

110 Declarations of Interest

Cllr Pond declared a non-pecuniary interest in Agenda Item 9 as a member of Essex County Council (ECC) and Epping Forest District Council (EFDC). Cllr Murray declared a non-pecuniary interest in Agenda Item 9 as a member of EFDC.

111 Public Representations

The Chairman reported that a member of the public had been invited to join the meeting to address the Committee on Agenda Item 9 and the agenda item was brought forward.

112 Parking request affecting Homecroft Gardens and Schools House Gardens – Town Council meeting. Agenda item 9, min no 80 refers

The Council thanked the member of the public for his extensive hard work on this matter and fully supported his request. Councillors expressed strong support for the proposal.

Members AGREED that Ward Cllr Fricker would sign off the application for controlled parking to be implemented to North Essex Parking Partnership (NEPP). They also noted that the issue has far-reaching implications for neighbouring roads and AGREED that the Town Clerk would add a few lines to this effect to accompany the petition.

113 Confirmation of Minutes

The minutes of the meeting held on 21 May 2025 were confirmed.

114 Questions Without Discussion

None were received.

115 Town Mayor's / Town Clerk's Report

Town Mayor, Cllr David Wixley informed members that he had chosen St Clare Hospice and also hoped to support Cancer Research UK as his charities for the year. He will be taking part in the hospice 5K Night Walk on 27 September and will be reaching out for sponsorship and encouraging members to join him. He will also be organising his own walk in Epping Forest, a circular walk from Baldwins Hill to the Church of the Holy Innocents, High Beach and return to Baldwins Hill. Further details to be circulated.

Cllr Wixley also reported that he is a supporter of Cancer Research UK (CRUK) and had been invited to tour one of their laboratories and is hoping to talk to the charity to extend this event tour to members in the future with a view to raising funds for CRUK.

The Town Clerk reported the sad news that Mr Wyn Marshall, a long standing volunteer at Willingale Road Allotments had recently passed away. The Town Clerk agreed to advise members of any funeral arrangements.

116 Nomination of Council Representatives for 2025/26 – Annual Council meeting 21.5.25 minute no 102.1 refers

Councillors NOTED and understood Cllrs Brookes intention to withdraw as a council representative on the Loughton Broadway Town Centre Partnership (LBTCP).

Members thanked Cllr Brookes for her dedication to the LBTCP over the last 4 years. As nobody stepped forward to fill this position it was agreed to carry over to the next Council meeting to be held on 15 October 2025 where there would be more councillors available to nominate.

117 Weekly Sunday Market

Councillors NOTED the report and expressed their disappointment and frustration at the lack of support from principal authorities in closing the parking bays, to be available for the traders' use on market days. Members AGREED that the Town Council will revisit the matter in 2028, when new levels of authority are in place, following the national devolution process.

Further discussions were held regarding the request for a weekly market on Loughton Broadway, as well as a one-off Christmas Market. The Town Council AGREED that both requests would be added to the agenda for the next Environment and Heritage Committee meeting, scheduled for 24 September 2025.

118 Establishing a Town Partnership

Members NOTED the enthusiastic report and agreed to invite Wendy Cockbill, Team Manager Economic Development to the next Resources & General Services Committee meeting to address members with her proposal.*

*In the meantime a preliminary meeting with Wendy Cockbill, Cllr Allgood and the Town Clerk has been arranged for 4 August 2025

119 Request from local Member of Parliament to contribute to the quarterly Loughton Town council publication 'Think Loughton'

After much discussion and debate, it was AGREED that Members did not wish to change the status quo or format of the LTC newsletter and therefore would not be taking up the MP's kind offer. Members noted that the MP's consistent involvement and visible support in all matters concerning Loughton was genuinely appreciated by all.

Cllr Fricker declared a non-pecuniary interest in the following Agenda item as a member of the Loughton Athletics Club

120 Ownership of part of the Roding Valley Recreation Ground (RVRG) – The land that Loughton Town Council (LTC) are responsible for. Town Council meeting 22.4.25, minute 93.4 refers

Members NOTED the letter received regarding LTC taking over the landlord title and acknowledged that this will not happen immediately. The matter will be revisited once the new levels of authority are in place. It was also NOTED that the Town Council currently holds a long leasehold over the site until 1 January 2132.

121 Town Mayor's Engagements and Announcements

Town Mayor, Cllr David Wixley reported that since the last Council Meeting held on 22 April 2025 the past Town Mayor Cllr Katie Valentine attended the VE DAY - 80th Anniversary Celebration and Cllr Mick Stubbings attended the Rotary Club of Roding – May Fayre, held on Chigwell Green.

Since his appointment Cllr David Wixley reported that he had attended the Funeral and Memorial Service for former Town Councillor Caroline Pond, Family Camp for the 41st Epping Forest Scouts, 3Food4U – Kings Award Ceremony Dinner, LADS production of "Ladies Day" by Amanda Whittington, Woodland Grove Care Home Open Day, National Jazz Archive – The Simon Spillett Quartet playing the music of Tubby Hayes, GROW Community Garden – End of Year awards and the Jessel Green Fun Day.

122 Reports from Committees

122.1 Planning and Licensing

The report from the meetings held on 27 May, 9, 23 June and 7 July 2025 were NOTED.

122.2 Recreation

The report from the meeting held on 28 May 2025 was NOTED.

122.3 Environment & Heritage

The report from the meeting held on 11 June 2025 was NOTED.

122.4 Resources and General Services

The report from the meeting held on 25 June 2025 was NOTED.

123 Reports from Members on Outside Organisations

Written report on the following meeting was NOTED.

1. Loughton Police Station Open Day 28 May 2025 – Cllr David Wixley

A verbal report on the following meeting was NOTED.

1. Tree Wardens Meeting on 15 July 2025 – Cllr Wixley reported that Countrycare will celebrate its 40th anniversary in 2026. A separate project will be the "50 Favourite Trees in the District " project. More information will be available in due course, and residents will be invited to take part. A request was made for Tree Wardens to help with a mistletoe survey.

Cllr Obaseki reported that a group of mums were petitioning for a crossing on Rectory Lane – Newmans Lane. The Town Clerk asked Cllr Obaseki to email him the details, and it will be included in the next Environment & Heritage meeting on 24 September 2025 as an agenda item for Councillors of that Committee to discuss.

Signed
15 October 2025