

**LOUGHTON TOWN COUNCIL**

**ENVIRONMENT AND HERITAGE COMMITTEE**

**MINUTES of the meeting held on Wednesday 21 June 2017 at 7.45pm at 1 Buckingham Court.**

**Present**

**Councillors:** C C Pond (in the Chair)  
T Cochrane T Owen S Pewsey  
C P Pond

**Also present:**

**Councillors:** D Wixley

**Officers:** E K Walsh (Town Clerk)  
P Hoy (Services Manager)

**EH53 Apologies**

Apologies for absence were received from Cllrs Beales and Davies.

**EH54 Declarations of Interest**

Cllr C C Pond declared a non-pecuniary and non-prejudicial interest in agenda items relating to the work of Epping Forest District Council and Essex County Council, as a member of those councils.

**EH55 Confirmation of Minutes**

The Minutes of the meeting held on 22 March 2017 were CONFIRMED as a correct record and signed by the Chairman.

**EH56 Public Representations**

None were received.

**EH57 Matters for Report**

**57.1 Winter Salt Bag Partnership Scheme – Min no EH5.8**

The Committee NOTED that the Services Manager had confirmed with Essex County Council that the Town Council would again take part in this scheme. The Town Council already held good levels of salt in storage.

As in previous years, volunteers would be recruited, particularly in the hillier roads in the town, to manually clear snow and spread salt on their local roads and pavements.

**57.2 Allotments – Min no EH48.2**

**57.2.1 Willingale Road Allotments**

The report on the status of plots at this site was NOTED. A further inspection to check on progress would be carried out by officers in late June/early July.

The Committee thanked Mrs Bryce for taking on the day to day management responsibilities for this site.

### 57.2.2 Annual Rent Review

The Committee AGREED the rent increase for the period 1 September 2018 – 31 August 2019 based on the published RPI figure for May 2017, so that the required twelve months' notice could be given to all tenants.

The annual rent for plots with effect from 1 September 2017 would be as follows:

Plot type	1 September 2017 – 31 August 2018 £	1 September 2018 – 31 August 2019 £
Full	36.50	37.85
Half	24.33	25.23
Shed	12.17	12.62

### 57.2.3 Site Meeting

The Committee welcomed the suggestion from a tenant that it would be useful to have an annual meeting at the Allotments to which all plot holders would be invited so that issues of concern could be discussed. The officers would seek to arrange this to coincide with the issuing of the annual tenancies in August/early September, as it also provided an opportunity for tenants to pay their rent in person at the allotments rather than have to visit the library.

### 57.2.4 Best Allotment 2017

It was reported that the shortlisting of plots would be carried out by representatives from each of the three local sites assisted by a Town Council officer during the week commencing 17 July 2017. Mr Roger Emmens, a longstanding member of the Epping Horticultural Society, had kindly agreed to judge this year's competition during the week commencing 24 July 2017.

## 57.3 Heritage Plaques – Min no EH48.3

The installation of the blue plaque to commemorate the London General Omnibus Company garage on the Homebase building in Church Hill would be carried out by Homebase staff during the last week of June 2017. The proposed date for the official unveiling was Monday 10 July 2017.

The Committee NOTED that an enquiry regarding the refurbishment of the gilded plaque commemorating Sir Jacob Epstein at 50 Baldwins Hill from the current occupier was being investigated by officers. This plaque pre-dated the Town Council's scheme and had originally been installed by the Civic Trust. Enquiries had confirmed that planning permission was not required for any refurbishment to the plaque.

Members were invited to submit nominations for new plaques for further consideration.

## 57.4 Bus Services – Min no EH48.4

The Chairman provided a general update on local services. At present, it appeared that services on commercial Route 418 would be halved in frequency after July. The Chairman had raised this, and a partial replacement

for 167, to run via the Pyrles Lane surgery and the new Langston Road retail park, with ECC officers, so far to no avail.

**57.4.1 Local Bus Network Review Consultation 2017**

The Committee OBJECTED to Essex County Council's proposal to remove the bus service 250, which ran from Debden to Waltham Cross on Mondays to Saturdays (evenings only), as this would adversely affect residents.

If ECC was determined to axe this service, members asked for consideration to be given to the introduction of a demand responsive service as a replacement.

**57.5 Public Rights of Way – Min no EH48.7**

The Committee NOTED that an informal approach to Epping Forest District Council regarding its voluntary registration of several paths under its ownership as PROWs had confirmed that these paths were already identified as highway land. Such paths were considered by the Registration Authority to be already protected.

Following an invitation in the summer edition of Think Loughton, a small number of residents had already contacted the Council to offer evidence for:

- i. Across Luctons Field diagonally, Ladyfields to Luctons Path (for a 20-year period predating 24 September 2015)
- ii. Jacksons Alley
- iii. Luctons Path
- iv. Adjacent 18 Longfield to Lowery Path

Evidence forms were to be issued to these residents and further publicity given to the project.

**57.6 Bus Shelters – Min no EH48.8**

The Services Manager confirmed that the installation of the new bus shelter at the bottom of Traps Hill opposite the library was anticipated in early July.

**57.7 Local Highways Panel – Min no EH48.9**

The Chairman provided an update following the extraordinary meeting of the Panel held on 20 June 2017. This meeting had dealt with the timetabling of projects previously agreed by the Panel.

**57.8 Loughton Cemetery – Min no EH48.11**

**57.8.1 Complaint**

The Committee NOTED the report and AGREED to take no further action at this time.

**57.9 Community Speedwatch – Min no EH48.12**

Officers reported that following only a limited response from residents to the initial promotion of this scheme, no progress has been made at the current time. Councillors were invited to continue to help promote this scheme with residents who were concerned about speeding in their local roads.

Investigations would be made with the Safer Essex Roads Partnership (SERP) on the provision of enforcement on local roads, particularly in the Oakwood Hill/Valley Hill area.

**57.10 Parking Reviews/Amendments – Min no EH48.13**

The proposals to accommodate the layout of the new residential development off Burton Road were NOTED.

The Chairman provided an update on the Broadway Parking Review Phase 1 and the schemes agreed by Epping Forest District Council. It was also noted that Phase 2 would deal with the effects of displacement parking resulting from the schemes.

In discussion with the Planning and Licensing Committee, officers were asked to investigate the complaints made by Broadway residents about the impact of the new street traders' licence issued to a food van in the shopping centre.

**57.11 Community Initiatives Fund – Min no EH16.8**

Officers were asked to explore the costs for an Environmental Improvement Project to include an interpretation panel and heritage trail leaflet, as this may be an appropriate project for this year's CIF application.

**57.12 Tree Safety Inspections – Min no EH48.11.2**

The Services Manager reported he was working with the Council's contractors to address the urgent works identified in the report prepared by Place Services.

The cost of the site survey, mapping and report writing had been met from within existing budgets as follows:

Loughton Cemetery (EHC)	665.00
Willingale Road allotments (EHC)	45.00

**EH58 Financial Position**

The Committee NOTED the end of year financial report for 2016/17 together with details of the transfers to and from earmarked reserves.

**EH 59 The Local List**

The Committee NOTED that, at the time of the District Council's Heritage Asset Review carried out in 2011-12, the Town Council had suggested additional conservation areas and further entries on the Local List. This did not appear to have been progressed by the District Council.

Whilst recognising the limitations, the Committee AGREED to embark on a consideration of heritage assets as part of the preparation work for the Neighbourhood Plan. This item would be brought to the attention of the Planning and Licensing Committee.

Concerns about the effectiveness of the Local List would be brought to the attention of the Epping Forest Branch of the Association of Local Council at its next meeting in July.

**EH 60 Environmental Issues**

The Committee thanked Cllr Pewsey for his report on issues in the Shaftesbury area and noted that all the defects had been reported with action awaited.

**EH 61 Future Work of the Committee**

The following items were raised:

- i. Community toilet scheme – to be progressed by the Town and Community Development Officer
- ii. Public Art – a meeting with John Hart would be arranged

**Signed:** .....

**Date:** 20 September 2017