

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

ENVIRONMENT AND HERITAGE COMMITTEE

MINUTES of the meeting held on Wednesday 4 March 2020 at 7.45pm at Loughton Library & Town Hall, Traps Hill, Loughton IG10 1HD

Present

Councillors: C C Pond (in the Chair)

T Cochrane

C Davies

J Jennings (as substitute for Cllr Beales)

T Owen

S Pewsey

C P Pond

Also in attendance

Councillors: D Wixley (from Min no. EH190).

Officers:

Mark Squire (Town Clerk)

Paul Hoy (Services Manager)

EH187 Apologies

Apologies for absence were received from Cllr Beales. The Town Clerk reported that Cllr Jennings had been nominated as his substitute for this meeting.

EH188 Declarations of Interest

Councillor C C 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.

EH189 Confirmation of Minutes

The Minutes of the meeting held on 22 January 2020 were CONFIRMED as a correct record and signed by the Chairman.

Councillor D Wixley joined the meeting

EH190 Public Representations

None were received.

EH191 Town Clerk's / Chairman's Report

To report (for discussion only) on any further significant information / matters that may be of interest to Committee members.

191.1 Cemetery Attendant Post

The Town Clerk reported that a total of 63 application packs had been sent out, with 18 being returned. Following the short-listing process, five interviews had been scheduled for Thursday 5 March 2020.

191.2 Pyrles Lane Allotments

The Town Clerk reported that formal notice had been received this afternoon from EFDC informing that the water supply to the allotments adjacent would be disconnected in late March 2020 due to the imminent development of the adjacent EFDC Pyrles Lane Nursery site. There was some doubt that this was actually enforceable. The Town Clerk would investigate and contact EFDC Officers accordingly with the intention to minimise any disruption to the working of the allotments.

191.3 Coronavirus

The Town Clerk reported that he would await further direction from appropriate Government Agencies and also be alert to local developments. He would act accordingly, dependant on any given circumstances.

191.4 Local Plan

The Chairman referred to the Local Plan and specifically pollutants which adversely affect the Special Area of Conservation (SAC). He reported that the Council might be forced to seek scientific expertise in response to any attempt by the Epping Forest Liaison Committee (at the meeting at the House of Commons) to shift the current stance from Campaign for Rural England.

EH192 Heritage Plaques – Min no EH 163.2

192.1.1 Rudyard Kipling & Stanley Baldwin / Goldings Hill – Min no EH 179.1.2

The Committee NOTED that the plaque order is being duly processed.

192.1.2 Barbara Harmer / Staples Road – Min no EH 179.1.3

The Committee NOTED that the plaque order is being duly processed.

192.1.3 London General Omnibus Company / old Homebase store /Church Hill – Min no EH 179.1.4.

The Committee NOTED that a representative of Lidl had collected the replacement blue plaque.

192.1.4 Holmhurst Plaque – Min no EH 179.1.5.

The Committee NOTED that LTC are waiting for further updates from Carly Hammond, Museum, Heritage & Culture Specialist, EFDC, and Liz Petyt–Start, Clerk of Buckhurst Hill Parish Council. It was also NOTED that the history of Holmhurst was soon to be documented in a book, and the installation of the plaque could be synchronised with the publication of the book.

EH193 Signage – Min no EH 179.2

The Town Clerk reported on the lack of appropriate action from ECC regarding (i) ownership and responsibility for the maintenance of the two finger posts in the High Road and (ii) the replacement of the two missing boundary signs at Rangers Road and Loughton Lane.

The Committee AGREED that the sum of £700 be made available to allow for a member of the Town Council staff to undertake ‘New Roads and Street Works’ (NRSWA) training. This will enable the Town Council to carry out highway related maintenance work itself, subject to the correct permissions.

EH194 Highways – Traffic light phasing at the junction of Rectory Lane with the Broadway and Borders Lane – Min no EH 179.3

The Committee NOTED that the Chairman would be referring this matter to the next meeting of the Local Highways Panel.

EH195 Loughton Town Council (LTC) Tree Survey Report – Min no EH 179.4

The Committee NOTED the oral report given by the Services Manager and the Chairman thanked Officers for their work in this regard. The Town Clerk mentioned that the legal requirement for more frequent surveys had somewhat mitigated the need for more urgent tree work.

EH196 Community Initiative Fund (CIF) – Heritage Trail - Min no EH 179.5

The Committee NOTED the report.

EH197 Loughton Wombles – Min no EH 179.6

The Committee NOTED that the number of volunteers had reached 30 and that litter pickers, protective gloves and Hi Viz vests had been purchased. The Town Clerk reported that an initial meeting for volunteers would be held on 2 April 2020 at Loughton Library. At the meeting all equipment would be distributed, volunteers would be briefed on insurance and risk assessment matters and the specific areas of the town to be targeted would be identified.

EH198 Loughton Day / Heritage Day – Saturday 19 September 2020 – Min no EH 179.7

The Committee NOTED that an invitation had been sent to circa 100 different community groups/organisations in Loughton, inviting them to attend an initial meeting at Loughton Library and Town Hall at 7pm on Thursday 12 March 2020. The Town Clerk reported that the first meeting would be to gauge initial interest for the event and to set the general parameters for the day. It was envisaged that there would be up to two further meetings nearer the date, to build up more detailed instructions and guidance.

EH199 Loughton Cemetery – Installation of benches – Min no EH179.8

The Services Manager reported that all site visits had been held and that arrangements to progress the project were now in motion.

EH200 Green Infrastructure / Re-greening of Loughton – Min no EH179.9

The Committee NOTED the report and AGREED to:

- i Support, in principle, the Epping Forest Transport Action Group (EFTAG) in its desire for future green cycle and walking routes. This would be subject to the council's acceptance of the locations of the suggested routes and the probable amendment of existing bylaws.
- ii Green Infrastructure. It was noted that, at the Workshop on 12 February, the EFDC officer in charge of progressing the Local Plan had specifically confirmed that all land designated in the 1998 Local Plan as Urban Open Space (UOS) was to be regarded as part of the District's green infrastructure. The Committee agreed this should be drawn to the attention of the Planning and Licensing Committee.

The Committee NOTED the tour of the Roding Valley Recreation Ground provided by the EFDC Land Drainage Engineer, Trevor Baker, on 7 February 2020, attended by a number of Councillors together with the Assistant Town Clerk.

EH201 Central Line – Min no EH179.10

The Committee NOTED the formal response from Transport for London (TFL).

EH202 Environmental Nuisance – Min no EH179.11

The Committee AGREED that officers would continue to monitor the industrial-style waste bins on the pavement in The Drive, Loughton, over a four day period. The Town Clerk would then report back to Chris Smith, Environment Enforcement Officer at EFDC, with the findings. Morrisons' Head Office could also be contacted.

EH203 Electric Bus Towns – Min no EH179.12

The Committee NOTED the report. Cllr C C Pond updated members on the intervention to defer the withdrawal of the number 87 bus route.

EH204 Essex-wide Bus Shelter Project

The Chairman reported that ECC would be negotiating with the bus shelter providers for future provision of all bus shelters countywide.

EH205 Environmental Issues – Derelict Shop Interior – Min no EH179.14

The Committee NOTED the report and it was AGREED that the Town Clerk would write a formal letter of complaint to Morrisons' Head Office.

EH206 Remembrance Service – Min no EH181

The Committee considered the suggestions for possible enhancements to the 2020 Remembrance Commemorations and AGREED to the idea of members of the public donating 'knitted poppies' to be displayed at Loughton Library. The Committee wished to pursue this idea rather than decorating lampposts along the parade route with plastic poppies.

EH207 Apprenticeship Scheme

The Committee NOTED the report given by the Town Clerk and AGREED that the Town Clerk should be delegated to progress the Apprenticeship Scheme with immediate effect.

EH208 Epping Forest Verderer Elections

The Committee NOTED the report on Elections for the 'Verderers of Epping Forest' (organised by the City of London) and the Chairman updated the Committee on developments since the nomination meeting held at Lopping Hall on Monday 24 February 2020. It was AGREED that a formal letter of complaint be sent to City of London regarding the inadequate procedures in place in arranging the election.

EH209 VE Day - 8 May 2020

The Committee AGREED to commemorate 75th Anniversary of VE Day by requesting that local residents write to LTC with their memories of this historic event. All testimonies would then be compiled as a record of the community's recollections of this important landmark in the country's history.

EH210 Cemetery Fees 2020/21

The Committee NOTED the report.

EH211 Financial Position

Current Financial Position

The Committee NOTED the report.

EH212 Environmental Issues

None were raised.

At this juncture the Chairman thanked Cllr S Pewsey for his service and dedication to this Committee over the last 16 years. He then broadened out his appreciation to all members who would be retiring or standing down at the forthcoming election.

EH213 Future Work of the Committee

A report on the ongoing problem of fly tipping at many of the council's sites will be included in the next Agenda.

Signed:

Date: 24 June 2020