
LOUGHTON TOWN COUNCIL
COMMUNITY COMMITTEE

Minutes of the Meeting held on Wednesday, 10th June 1998 at 7.30pm at Kingsley Hall.

Present:

Councillors: Mrs M Taylor (in the Chair)

Mrs J M Barnett	M W Juniper	Mrs P Meadows
R E Pearce	M W Wardle	

Also present: Cllr Mrs B R Saggars

Officers: L R Fuller (Town Clerk)

C46 Apologies for absence

Apologies for absence were received from Cllr Murray.

C47 Confirmation of Minutes

The Minutes of the meeting held on 25th March 1998 were CONFIRMED as a correct record and signed by the Chairman.

C48 Matters for Report

48.1 Community Newsletter

It was NOTED that Issue no. 2 would be distributed from 22nd June 1998. As it had gone to press prior to the Council's Annual Meeting, the information about councillors on committees, Chairmen etc. was no longer current. Information was awaited as to whether the publishing company would produce four issues a year; the Committee was keen to achieve this if at all possible.

48.2 Passenger Transport Services

The Committee was disappointed with the response from Essex County Council. A representative would be invited to speak at the Community Forum.

C49 Financial Position

The Committee's current financial position was NOTED.

C50 Community Forum

The agenda would be Safety (a standing item), Public Transport, brief announcement of the Graffiti Project, the public's requests for community use of the new secondary school, and an open opportunity for participants to raise topics.

A speaker from a Day Care Centre would be invited to address the next meeting.

C51 The Millennium

It was AGREED not to proceed with the proposal for road closures for street parties, as the cost for these was considered too high. It was AGREED to hold a pageant on Roding Valley Meadows during Summer 2000, and explore working with other organisations who would bear much of the workload; the Council would act as co-ordinator/facilitator.

C52 Creating the new NHS in North Essex

The Committee was very concerned at the short deadlines for consultation. A representative would be asked for a meeting to explain the document and listen to the Council's views.

C53 Accounts for Payment

The following accounts for payment were APPROVED.

Cheque no.	Payee	Purpose	VAT	Gross Amount
261	Essex County Council	Supplies	61.56	438.35
262	Epping Forest District Council	Rates: Kingsley Hall	0.00	112.00
263	Newsquest (London) Ltd	Advert: Town Meeting	8.75	58.75
264	Ironbridge Gorge Museum Trust Ltd	Badge of office	25.32	170.00
265	British Tele-communications plc	Cemetery	7.53	50.57
266	The Methodist Church	Hire of Wesley Hall: Annual Town Meeting	0.00	39.00
267	Signs of the Times	Plaque	26.25	176.25
268	C Pond	Chairman's Expenses	0.00	22.52
269	Essex Association of Local Councils	Annual subscription	0.00	870.59
270	The Methodist Church	Donation for Civic Service	0.00	70.00
271	Thomas Willingale School	Community Forum: Hall hire (incl £50 refundable deposit)	0.00	85.00

Signed

Date

LOUGHTON TOWN COUNCIL
COMMUNITY COMMITTEE

Minutes of the Meeting held on Wednesday, 16th September 1998 at 7.30pm at Kingsley Hall.

Present:

Councillors: Mrs M Taylor (in the Chair)

Mrs J M Barnett	M W Juniper	Mrs P Meadows
S W Murray	M W Wardle	

Also in attendance: A T Lee

Officers: L R Fuller (Town Clerk)

C54 Apologies for absence

Apologies for absence were received from Cllr Pearce.

C55 Confirmation of Minutes

The Minutes of the meeting held on 10th June 1998 were CONFIRMED as a correct record and signed by the Chairman.

C56 Matters for Report

56.1 Creating the new NHS in North Essex – Min. no. C52

The Council's response to the consultation document was NOTED.

56.2 Emergency Plan – Min. no. C36

Some difficulty has been experienced in completing the questionnaire as it does not apply easily in Loughton. Members were encouraged to complete as much as possible, maybe combining for each ward. The Committee would consider all the responses at its next meeting and decide how to formulate the Emergency Plan.

C57 Current Financial Position

The Committee's current financial position was NOTED.

Budget requirements for next year are likely to arise from agenda items 7 and 8 to be considered later in the meeting.

C58 Epping Forest District Council Care and Repair Service

Mrs S Strutt spoke about the service, which was set up to assist home-owners aged over 60 to have work such as repairs and renovations carried out to their properties by reputable tradespeople, and to help find funds to finance the work if necessary. The service is highly valued by the users and well respected by the other agencies with whom it deals. The agency is keen to promote knowledge of the service it provides.

C59 Community Forum

59.1 There were no matters arising from the last Forum.

59.2 Date of the next Forum was AGREED as Thursday 19th November.

59.3 The agenda would consist of the standing item, Safety, a speaker from Social Services to talk about day-care provision in Loughton, and an item headed "Think Tank", asking participants what their community concerns are and inviting them to bring these concerns to the Forum. It was DECIDED not to include an item for matters arising/reporting back from the previous Forum.

C60 Community Newsletter – Min. no. C48.1

The Committee considered that the Newsletter was a very important line of communication with the local residents and businesses, and it was worth the necessary finance to maintain it. It was AGREED:

1. To publish four issues a year and pay for them if necessary.
2. To explore the possibility of prominent local firms sponsoring the Newsletter.
3. To commit the remaining budget for this year for the Newsletter and for contingency to two issues this financial year, and request Finance and General Policy Committee to agree to fund any shortfall this year.
4. To set the budget for 1999/2000 to fund printing and distribution of four issues, and to request Finance and General Policy Committee for a commitment to this level of finance.

C61 The Millennium**61.1 Pageant**

The Committee was pleased to note the willingness of the Lions Club to become involved in arrangements for a pageant but, on consideration of the amount of work involved to ensure a successful project and the limited resources available, reluctantly concluded that it would not be possible to proceed.

The Chairman and Vice-Chairman of the Committee were NOMINATED to sit on the Epping Forest District Council Millennium Steering Committee.

61.2 Additional Suggestions

The Committee NOTED that the one-storey building in the High Road at the junction with High Beech Road was not on the market.

The Committee AGREED to investigate the cost of providing a commemorative mug to children.

Cllr Juniper declared a non-pecuniary interest in the proposal from the British Legion.

The Committee was interested in the proposal for a forest and would like to progress it. Finding a suitable site might be difficult; the open space at Hillyfields, which will be transferred to the Town Council, was suggested. The Clerk would seek out further information.

C62 Epping Forest District Council Annual Review of Housing Allocations, Transfer and Mutual Exchanges Schemes

The Committee considered the District Council's schemes and AGREED to support them as they stand.

C63 Accounts for Payment

The following accounts for payment were APPROVED.

Cheque no.	Payee	Purpose	VAT	Gross Amount
311	J McLintock & Sons Ltd	Leaking pipe at Cemetery	5.08	34.08
312	Andrews	Maintenance work: Kingsley Hall	26.25	176.25
Transfer	No.2 Account	Reimburse imprest (September)	0.00	6683.22

Signed

Date

LOUGHTON TOWN COUNCIL**COMMUNITY COMMITTEE**

Minutes of the Meeting held on Wednesday, 11th November 1998 at 7.30pm at Kingsley Hall.

Present:

Councillors: Mrs P Meadows (Chairman for agenda items 1-4)
Mrs M Taylor (Chairman for agenda items 5-8)
Mrs J M Barnett M W Juniper S W Murray
M W Wardle

Also in attendance: Mrs B R Saggars

Officers: L R Fuller (Town Clerk)

C64 Apologies for absence

Apologies for absence were received from Cllr Pearce.

C65 Confirmation of Minutes

The Minutes of the meeting held on 16th September 1998 were CONFIRMED as a correct record and signed by the Chairman.

C66 Matters for Report**66.1 Community Forum**

It was NOTED that Mrs S Strutt of Epping Forest Care and Repair would be addressing the Forum on 19th November.

C67 Current Financial Position

The Committee's current financial position was NOTED.

C68 Emergency Plan

It was AGREED that in light of the patchy responses received to date, a representative for each ward would be nominated and a meeting called to go through the questionnaire page by page.

C69 The Millennium**69.1 Commemorative Mug**

It was AGREED to proceed with the purchase of mugs to give to children at the schools of Roding Valley, Davenant, St. John's Annexe, Alderton, Hereward, St. John Fisher, Staples Road, Thomas Willingale, The White Bridge and St. Luke's, including pre-school classes where applicable. The mug would show the Town Council logo and the wording "To commemorate the Millennium". Other organisations would be able to buy the mugs.

69.2 Memorial Wood

It was AGREED to ask Environment, Heritage and Leisure Committee for agreement to pursue this project on the Hillyfields open space, and then obtain advice as to what was possible on the site before proceeding.

C70 Estimate for 1999/2000

The Committee's estimate for 1999/2000 was AGREED as follows:

	£
Forum	300
Newsletter	12,000
Millennium	10,000
General Expenses	100
Contingency	1,000
	<u>23,400</u>

C71 Accounts for Payment

The following accounts for payment were APPROVED.

Cheque no.	Payee	Purpose	VAT	Gross Amount
351	Epping Forest District Council	Ditch Clearance RV Recreation Ground	254.68	1710.00
352	Essex County Council	Office furniture	14.88	99.88
353	E.I. Electrical Contractors Ltd	Works at Kingsley Hall	4.68	31.45
354	B&S Chains (Midlands) Ltd	Materials: Works at Kings Green	41.25	276.99
355	Select Business Equipment Ltd	Photocopying	9.43	63.31
356	The Book Shop	Books	0.00	20.93
357	Royal Mail	Door to Door	0.00	609.14

The Committee thanked the Town Clerk and the staff for arranging the work to be carried out on Kings Green and the War Memorial, which had been much appreciated.

Signed

Date

LOUGHTON TOWN COUNCIL
COMMUNITY COMMITTEE

Minutes of the Meeting held on Wednesday, 27th January 1999 at 7.30pm at Kingsley Hall.

Present:

Councillors: Mrs M Taylor (Chairman to Min. no. 76.1)
Mrs P Meadows (Chairman from Min. no. 76.2)
Mrs J M Barnett M W Juniper S W Murray R E Pearce

Also in attendance:

Officer: L R Fuller (Town Clerk)

C72 Apologies for absence

Apologies for absence were received from Cllr Wardle.

C73 Confirmation of Minutes

The Minutes of the meeting held on 11th November 1998 were CONFIRMED as a correct record and signed by the Chairman.

C74 Matters for Report

74.1 Emergency Plan

The Committee noted the current position, and RESOLVED that each Group would definitely nominate ward representatives to attend a meeting.

C75 Current Financial Position

The Committee's current financial position was NOTED.

C76 Community Forum

76.1 Matters arising from the Forum held on 19th November 1998

Cllrs Juniper and Meadows declared a non-pecuniary interest in this item and took no part in the discussion or voting thereon.

Further to the discussion of the proposal for lights at the Oakwood Hill/Roding Road junction, concern was expressed at the possible effect on adjacent roads, especially Stonards Hill and Alderton Way. This would be brought to the attention of the District and County Council Highways Departments.

The roundabout at Borders Lane would also be mentioned.

The Chairman asked the Vice-Chairman to chair the remainder of the meeting as she felt unwell.

76.2 Agenda for the Forum to be held on Thursday 18th March 1999

The agenda for the Forum was agreed as:

Introduction

Coral Moore, Service Manager, Day Care and Home Care

Safety (Standing Item)

Break for refreshments (15 minutes)

Crime and Disorder Audit

Open Forum.

C77 Millennium Projects**77.1 Commemorative Mug**

The Committee CONFIRMED the wording would be "To Commemorate the Millennium".

77.2 Memorial Wood

The Clerk reported on her site visit to Hillyfields. There had been several ideas as to what could be achieved and by what methods; the result was more likely to be groups or avenues of trees than a full-scale wood. It was AGREED to set up a working party to discuss and recommend a plan with which to proceed. Membership would be two members from Community Committee, the Chairman of Environment, Heritage and Leisure Committee, the Clerk, the Arboricultural Officer from Epping Forest District Council and the British Legion would also be invited.

C78 Public Transport

The Committee NOTED the impending review of bus services 20 and 167 and AGREED to ask the operator how the review was to be conducted and what the plans were for public consultation.

C79 Health Improvement for North Essex

The Committee NOTED the report, and had no further comment other than on the need for sensitivity in identifying areas on which resources may be targeted.

C80 Meals on Wheels

The Committee was strongly opposed to forcing frozen meals on all Meals on Wheels customers; the current situation where a choice is offered should be maintained.

C81 Accounts for Payment

The following accounts for payment were APPROVED.

Cheque no.	Payee	Purpose	VAT	Gross Amount
394	Index Business Supplies	Stationery	6.89	46.26
395	L Hall	Gravedigging	0.00	250.00
396	Loughton Union Church	Hall hire	0.00	40.00
397	London Electricity	Electricity: Kingsley Hall	5.46	114.82

Signed

Date

LOUGHTON TOWN COUNCIL

COMMUNITY COMMITTEE

Minutes of the Meeting held on Wednesday, 24th March 1999 at 7.30pm at Kingsley Hall.

Present:

Councillors: Mrs P Meadows (in the Chair)
 Mrs J M Barnett M W Juniper S Murray
 R E Pearce M W Wardle

Also present: Cllr Mrs B R Saggars

Officers: L R Fuller (Town Clerk)
 J P Fox (Assistant Town Clerk)

C82 Apologies for absence

An apology for absence was received from Cllr Mrs. Taylor.

C83 Confirmation of Minutes

The Minutes of the meeting held on 27th January 1999 were CONFIRMED as a correct record and signed by the Chairman.

C84 Matters for Report

84.1 Oakwood Hill/Roding Road Junction – Min. no. C76.1

The Committee NOTED the current position. There was some concern raised about the effects on other road junctions in the immediate area. It was RESOLVED to await the findings of the consultation process and further information from Essex County Council.

84.2 Public Transport – Min. no. C78

The information given to the committee was NOTED.

84.3 Meals on Wheels – Min. no. C80

The correction was NOTED.

C85 Financial Position

The Committee's current financial position was NOTED.

C86 Community Forum

86.1 Review of Community Forum held on 18th March 1999

1. There were no matters arising from the Forum.
2. The Committee AGREED that having the tea/coffee break in the middle of the proceedings was helpful in relaxing and encouraging members of the public to ask questions and raise issues of concern to them.
3. It was NOTED that attendance by the public was still rather low. Committee members requested that they be provided with advertising posters for the next Forum.
4. The Committee agreed that, in future, using the same venue for every Forum would be a good idea.

86.2 Agenda for the Forum to be held on 8th July 1999

The Headteacher of the new secondary school would be invited to be the speaker at the next Forum. Reserve: a representative of the Fire Brigade.

C87 Christmas "Best Dressed Window" Competition

It was AGREED that the Council would run such a competition. A scheme would be drawn up for the next meeting.

C88 Accounts for Payment

The following accounts for payment were APPROVED.

Cheque no.	Payee	Purpose	VAT	Gross Amount
427	Council for the Protection of Rural England	Subscription	0.00	17.50
428	Signs of the Times	Commemorative Plaques	78.40	526.40
429	Essex County Council	Stationery	8.76	58.79
430	Service Publications Ltd	Newsletter	0.00	1200.00
431	Warriner & Son	Refund of Interment fee	0.00	186.00
432	Regional Employers Organisation	Subscription	12.95	86.95
433	L R Fuller	Purchase of mobile phone for office	13.40	89.99
434	Essex Association of Local Councils	Training	0.00	100.00
435	Greenside Landscapes	Pyrles Lane Allotment: fencing	56.87	381.87
436	Cash	Petty cash imprest	0.00	95.18
437	Impact	Computer Software	0.00	25.00
438	Loughton Cricket Club	Grant	0.00	500.00
Direct Debit	Compuserve	February subscription	0.00	9.96
Transfer	No.2 Account	Reimburse imprest (March)	0.00	5914.05

Signed

Date