
LOUGHTON TOWN COUNCIL
ANNUAL COUNCIL MEETING

MINUTES of the Annual Meeting of Council held on Wednesday 20th May 1998 at 7.30pm in the Meeting Room, Loughton Library.

Present:

Councillors: C C Pond (in the Chair for Minute nos. 80-82)
M W Juniper (in the Chair for Minute nos. 83-89)

Mrs J M Barnett	E V Boatman	Mrs J Davis
R H Eveleigh	Mrs S M Harper	L J Harris
P Lavin	A T Lee	F E Marshall
S W Murray	Mrs J Ormston	R E Pearce
Mrs B R Siggers	P J Sare	Mrs M E Taylor
M W Wardle	R J Wilmot	Mrs J P Woodman

Officers: L R Fuller (Town Clerk)
J P Fox (Assistant Town Clerk)
E C Purssord (Planning Committee Clerk)

Four members of the public were present.

80 Chairman's Introduction

The Chairman opened the meeting by thanking the Vice-Chairman, all other councillors, the staff, the press and the public for their support and interest throughout his year of office.

81 Apologies for Absence

Apologies for absence were received from Cllrs Hogan and Meadows.

82 Election of Chairman

Cllr M W Juniper JP was proposed and seconded and, there being no other nominations, Cllr Juniper was elected Chairman. He duly executed the Declaration of Acceptance of Office, and in taking on the position of Chairman, he thanked the Council for its confidence in him and pledged to work for the benefit of the entire community of Loughton. Cllr Pond presented a well-used book, "The ABC of Chairmanship", to be handed down with the Office of Chairman in future.

83 Appointment of Vice-Chairman

Cllr Mrs J P Woodman was proposed and seconded and, there being no other nominations, Cllr Woodman was appointed Vice-Chairman.

84 Public Questions

No questions had been received.

85 Confirmation of Minutes

The Minutes of the meeting held on Wednesday 6th May 1998 were CONFIRMED as a correct record and signed by the Chairman, subject to the addition of "Transport Department" after "County Council" in Minute no 77.1.

86 Questions without Discussion

No questions had been received.

87 Appointment of Members, and Election of Chairman and Vice-Chairman, of Council Committees for 1998/9**87.1 Planning Committee**

Cllrs Ormston, Taylor, Saggars, Sare, Wilmot, Lee and Harper were nominated and appointed to the Planning Committee. Cllr Wilmot was elected Chairman and Cllr Sare Vice-Chairman.

87.2 Community Committee

Cllrs Taylor, Barnett, Juniper, Murray, Meadows, Wardle and Pearce were nominated and appointed to the Community Committee. Cllrs Taylor and Meadows were proposed as Chairman. Cllr Taylor was elected Chairman and Cllr Meadows Vice-Chairman.

87.3 Environment, Heritage and Leisure Committee

Cllrs Woodman, Eveleigh, Pond, Marshall, Barnett, Sare and Saggars were nominated and appointed to the Environment, Heritage and Leisure Committee. Cllr Marshall was elected Chairman and Cllr Eveleigh Vice-Chairman.

87.4 Finance and General Policy Committee

Cllrs Juniper and Woodman were automatically appointed to the Committee. Cllrs Lavin, Davis, Murray, Harris and Harper were nominated and appointed to the Finance and General Policy Committee. Cllr Murray was elected Chairman and Cllr Harris Vice-Chairman.

88 Nomination of Council Representatives to Outside Bodies for 1998/9

The Council representatives on outside bodies for 1998/9 were agreed as below:

Alderton County Primary School

Cllr Mrs M E Taylor

(4 years to 31 August 2000)

The Hereward County Primary (Single School)

S Barnes (4 years to 25 July 2002)

Staples Road County Primary (Grouped School)

Cllr Mrs S M Harper

(4 years to 18 October 2000)

The Whitebridge County Primary (Grouped School)

Cllr Mrs B R Saggars

(4 years to 13 January 2002)

Loughton Lopping Endowment Fund

Cllr Mrs J Ormston

Loughton Parochial Charities

Lord Murray of Epping Forest

(4 years to 19 May 2000)

E J Retter

Essex Association of Local Councils - Epping Forest Branch

Cllrs M Juniper and R H Eveleigh

Local Councils Liaison Committee

Cllrs M Juniper and R H Eveleigh

EALC - Larger Local Councils Forum

Cllrs Mrs M E Taylor & Mrs S M Harper

EFDC Cycling Forum

Cllrs Mrs B R Saggars and

Mrs J P Woodman

EFDC Metropolitan Police and Community Liaison Group

Cllr Mrs J M Barnett

Epping Forest District Safety Liaison Panel

Chairman of Community Committee

(Vice-Chairman as sub)

1998/9 - Mrs M E Taylor and

Mrs P Meadows

Epping Forest Countrycare Liaison Group

Cllr Mrs J P Woodman

ECC Parish Passenger Transport Forum Tree Wardens	Cllrs Mrs B R Sagers and C C Pond Cllrs Mrs S M Harper and Mrs J P Woodman
EFDC Working Group on Traps Hill Town Centre Partnership Steering Group (High Road, Loughton)	Cllr F E Marshall Cllrs Mrs B R Sagers and A T Lee
Town Centre Partnership Steering Group (The Broadway, Loughton)	Cllrs P J Sare and R J Wilmot
Citizens' Advice Bureau Management Committee Community Health	Cllr P Lavin Cllr Mrs J Ormston
Chigwell Old People's Welfare Committee	Cllr M W Wardle

The Council wished to nominate B Prichard as an additional representative on the Essex County Council Parish Passenger Transport Forum.

89 Accounts for Payment

89.1 The following accounts for payment were APPROVED:

Cheque no.	Payee	Purpose	VAT	Gross Amount
250	London Electricity plc	Electricity Loughton Cemetery	-1.02	14.64
251	British Gas Trading Ltd	Gas: Kingsley Hall	45.62	306.38
252	L Hall	Grave digging at Loughton Cemetery	0.00	1020.00
253	Thames Water Utilities Ltd	Water: Kingsley Hall	0.00	7.91
254	EFDC	Rates: Kingsley Hall	0.00	112.00
255	Essex County Council	Supplies	51.27	344.24
256	Select Business Equipment	Photocopier maintenance	21.48	144.25
257	Judy's Coming Home Appeal	Grant	0.00	350.00
258	Cash	Petty Cash imprest	0.00	81.37
259	Impact	Accountancy software	0.00	160.00
260	Royal Mail	Delivery of "Think Loughton"	0.00	599.02
Transfer	No. 2 Account	Reimburse imprest		6956.45

Signed.....

Date.....

LOUGHTON TOWN COUNCIL
COUNCIL MEETING

MINUTES of the Council Meeting held on Wednesday 22nd July 1998 at 7.30pm at Kingsley Hall.

Present:**Councillors:** M W Juniper (in the Chair)

E V Boatman	R H Eveleigh	Mrs S M Harper
L J Harris	P Lavin	A T Lee
F E Marshall	Mrs P Meadows	Mrs J Ormston
R E Pearce	C C Pond	Mrs B R Sagers
P J Sare	Mrs M E Taylor	M W Wardle
Mrs J P Woodman		

Officer: L R Fuller (Town Clerk)**Also:** Members of the press and public**90 Apologies for Absence**

Apologies for absence were received from Cllrs Barnett, Davis, Murray and Wilmot.

91 Public Questions

No questions had been received.

92 Confirmation of Minutes

The Minutes of the meeting held on Wednesday 20th May 1998 were CONFIRMED as a correct record and signed by the Chairman.

93 Questions without Discussion

No questions had been received.

94 Chairman's Engagements

The Chairman REPORTED his attendance at Epping Forest College to present the prizes to the winning entries in the poetry competition.

95 Matters for Report**95.1 Essex County Council Parish Passenger Transport Forum**

The Council NOTED that R Prichard was now a full member of this group.

96 Reports from Members on Outside Organisations**96.1 Town Centre Partnership**

Cllr Lee reported on the formation of a Traders' Association, and possible Christmas illuminations in the High Road area.

96.2 Larger Local Councils' Forum

Cllr Harper had attended the Annual Meeting; housing developments were discussed. No other participant had proffered advice on the joint management of recreational facilities.

96.3 Essex County Council Parish Passenger Transport Forum

Cllr Pond reported that he would be attending a consultative meeting about money which was available for rural transport.

96.4 Police Liaison Committee

Cllr Barnett had attended the meeting. Cllr Pearce reported on the change in boundaries which would move Loughton from the Metropolitan Police to the Essex Police from 1st April 2000. The Council RESOLVED that the change must result in Loughton receiving as good or better service than currently, and that the necessary funding must be made available. In addition to the consultation process, the Chief Constable of Essex would be informed of the need to be involved in how Loughton is policed, and that the Divisional Headquarters should be in Loughton.

It was suggested that a substitute member should be appointed to Cllr Barnett, and Cllr Woodman was nominated and APPOINTED.

96.5 Epping Forest Branch of Essex Association of Local Councils

Cllr Juniper reported that future meetings would be on Wednesdays, which might make it difficult to attend. The minutes reported on local councils being permitted to speak at Epping Forest District Council Planning Sub-Committees.

96.6 Epping Forest District Council Local Councils Liaison Committee

Cllr Juniper reported several items, including the fact that local councils are not empowered to act in cases of flyposting, and also the usefulness of a planning workshop on enforcement.

97 Reports from Committees**97.1 Planning**

The reports from the meetings on 11th May, 1st, 15th, 29th June and 13th July 1998 were NOTED. With reference to Minute P168.1, it was RESOLVED that Epping Forest District Council would be asked to explain Springboard's intentions in making the planning application for a site at 1 Warren Hill; Epping Forest District Council would also be asked for information on the need for social housing and its plans to satisfy those needs. Epping Forest District Council would be asked to ensure that no part of the proposed development is on land which may not be built upon under the terms of the Epping Forest Arbitration 1880.

97.2 Community

The reports from the meeting on 10th June 1998 and of the Community Forum on 1st July were NOTED. To progress the proposed Millennium Pageant, the Clerk was asked to write to the Round Table and the Lions.

97.3 Environment, Heritage and Leisure

The report from the meeting on 24th June 1998 was NOTED. As the Chairman of the Council and the Town Clerk had been invited to attend a meeting in September about the proposals for the joint management of the Roding Valley area, it was CONFIRMED that the Committee was not averse to the principle of the joint management body.

97.4 Finance and General Policy

The report from the meeting on 8th July 1998 was NOTED.

98 Lottery Bid for Loughton Pool

It was AGREED to support the revised scheme, for which Epping Forest District Council might be submitting a lottery bid.

99 Central Line

As the setting up of the new Greater London Authority may lead to an anomaly in the funding for the Central Line, it was AGREED that the Clerk should write to the Secretary of State for Environment, Transport and the Regions and to local Members of Parliament asking on behalf of the Council that proper arrangements be made for funding of the Central Line north of Woodford in the legislation setting up the Greater London Authority, and that an assurance be sought as to the continuation of the service on the present frequency or better. Also, that these letters be copied to Epping, Theydon Bois, Chigwell, Buckhurst Hill, Ongar and North Weald Bassett Local Councils and to Epping Forest District Council and Essex County Council.

100 Accounts for Payment

The following accounts for payment were APPROVED:

Cheque no.	Payee	Purpose	VAT	Gross Amount
286	L Hall	Grave digging	0.00	1280.00
287	British Gas Trading Ltd	Kingsley Hall	3.72	78.30
288	London Electricity	Cemetery, Kingsley Hall	0.29	112.15
289	Essex County Council	Office furniture	87.15	585.15
290	S Harper	Travel expenses	0.00	21.17
291	CCHS Ltd	Roding Valley Recreation Ground: Barrier Gate:	126.93	852.23
292	Epping Forest D.C.	Rates: Kingsley Hall	0.00	112.00
293	Accredited Locksmith Services	Padlocks for barrier gates	0.00	36.00
294	S.I.T.A.(GB)Ltd	Refuse collections Cemetery, Kingsley Hall	39.59	265.79
295	Eastern Essex & Herts Regional Employers Organisation	Course Fee	22.64	152.01
296	Select Business Equipment	Stationery	2.18	14.63

Signed.....

Date.....

LOUGHTON TOWN COUNCIL

COUNCIL MEETING

MINUTES of the Council Meeting held on Wednesday 4th November 1998 at 7.30pm at the Lopping Hall.

Present:

Councillors: M W Juniper (in the Chair)

Mrs J M Barnett	E V Boatman	R H Eveleigh
Mrs S M Harper	L J Harris	M D Hogan
P Lavin	A T Lee	F E Marshall
Mrs P Meadows	S W Murray	R E Pearce
C C Pond	Mrs B R Saggars	P J Sare
Mrs M E Taylor	R J Wilmot	Mrs J P Woodman
Mrs J Davis (to Min. no. 109)		

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

Also: Members of the public

101 Apologies for Absence

Apologies for absence were received from Cllrs Ormston and Wardle.

The Chairman welcomed Cllr M Hogan, who was present following a long absence through illness.

102 Public Questions

No questions had been received.

103 Confirmation of Minutes

The Minutes of the meeting held on Wednesday 22nd July 1998 were CONFIRMED as a correct record and signed by the Chairman.

104 Questions without Discussion

No questions had been received.

105 Chairman's Engagements

The Chairman had attended the official opening of the new Chigwell Parish Council Offices, and an "Open House" at a SAFE house in Valley Hill.

106 Matters for Report

106.1 Essex County Council Parish Passenger Transport Forum

The Council NOTED that Mr R Prichard does not represent the Town Council on this Forum.

106.2 Change in Metropolitan Police Boundaries

The Chairman reported on the first meeting of the Essex Consultative Group (ECG) on the boundary changes, and a meeting called by Chigwell Parish Council to explore the benefits of a joint approach.

It was RESOLVED that the Chief Constable's invitation to make comments directly to him be accepted in the following terms:

Concern that the Chairman and Vice-Chairman of the Police Consultative Group are appointed by the police authority; police control of the Police Consultative Group and lack of democracy for members.

Concern over the Lay Visitors Scheme – appointment of visitors and making visits singly rather than in pairs.

The schemes as currently operated by the Metropolitan Police in Epping Forest should be extended throughout Essex.

It was also RESOLVED that the Council would continue to participate in the joint approach co-ordinated by Chigwell Parish Council.

106.3 Central Line

It was NOTED that the Greater London Authority will continue to operate the services north of Woodford.

107 Reports from Members on Outside Organisations

107.1 Town Centre Partnership

Cllr Lee reported that a number of shops will have lit trees this year. The lights on the tree outside Woolworths proved more expensive than anticipated; switch-on date should be 28th November. Council was pleased to note this progress, particularly in light of the efforts of Cllrs Siggers and Sare last year in laying the foundation for this project.

107.2 Local Councils' Liaison Committee

Cllr Eveleigh reported on the last meeting. The District Council will be consulting on a scheme for Area Plans Committees, which Town Councils will be permitted to address.

107.3 Essex County Council Parish Passenger Transport Forum

Cllr Pond had attended a meeting about the allocation of funds to encourage rural bus services.

107.4 Countrycare

An initiative to utilise land for maximum wildlife benefit was reported by Cllr Woodman.

107.5 Larger Local Councils' Forum

Cllr Harper reported from the minutes.

108 Reports from Committees

108.1 Planning

The reports from the meetings on 27th July, 17th August, 7th and 21st September, 5th and 19th October 1998 were NOTED.

108.2 Community

The report from the meeting on 16th September was NOTED.

108.3 Environment, Heritage and Leisure

The report from the meeting on 30th September 1998 was NOTED. The Chairman recorded his thanks to the son of the Assistant Town Clerk for the lettering on the milestones. The Pyrles Lane allotments, Kings Green and Loughton Hall were referred to.

108.4 Finance and General Policy

The report from the meeting on 7th October 1998 was NOTED.

109 Town Centre Enhancement Schemes – Reference from Environment, Heritage and Leisure Committee

109.1 Cllrs Lee, Taylor, Woodman and Juniper were nominated as representatives for the High Road, and Cllrs Lee, Taylor and Juniper elected.
Cllrs Sare, Wilmot and Murray were appointed for the Broadway.

109.2 A meeting was arranged for 7.00 p.m. on Monday 23rd November at Kingsley Hall for councillors to brief the focus group representatives.

110 Amendment to Standing Orders – Reference from Finance and General Policy Committee

The Council RESOLVED to suspend Standing Order 44 to enable the proposed amendment to be agreed at this meeting.

The Council RESOLVED to:

1. Delete Standing Orders 25 and 26.
2. New Standing Order 25:

Sealing of Documents

25(1) A document shall not be sealed on behalf of the Council unless its sealing has been authorized by a resolution.

25(2) Any two members of the Council may seal, on behalf of the Council, any document required by law to be issued under seal.

111 Transfer of Properties

Cllr Boatman declared a non-pecuniary interest in the transfer of Roding Road Allotments and did not vote.

It was RESOLVED to sign and seal the legal documents for

1. Freehold transfer of Loughton Cemetery, The Lindens, Roding Road Allotments, Pyrles Lane allotments, Hillyfields and Kingsley Hall
2. Licence to occupy Traps Hill playground, Roding Valley Recreation Ground, and Willingale Road allotments
3. Lease for office at Traps Hill

subject to the documents being open to inspection by councillors for two weeks prior to sealing.

Standing Order 44 was reinstated.

112 Accounts for Payment

The following accounts for payment were APPROVED:

Cheque no.	Payee	Purpose	VAT	Gross Amount
337	British Telecom plc	New telephone system: LTC office	282.44	1646.44
338	Epping Forest D.C.	Kingsley Hall: Rates	0.00	112.00
339	Alex Lawrie Factors Ltd	Notice Board	105.88	710.88
340	Essex County Council	Stationery for office and supplies for Kingsley Hall	9.10	61.16
341	K A Allen (Partners by Design)	Discs for stationery	7.00	47.00
342	Recognition Express Essex	Key fobs for RV Changing Rooms	6.48	43.48
343	Irvine Martin International Ltd	Cabling and Christmas Lights	69.54	466.95
344	Greenside Landscapes	Fencing at RV Rec.	24.50	164.50
345	E.I. Electrical	Electrical work: Kingsley Hall and RV Changing Rooms	7.96	53.46
346	Henry Squire & Sons Ltd	Padlocks for Cemetery and RV Rec.	2.04	13.84
347	J McLintock & Sons Ltd	Works at Cemetery and RV Changing Rooms	93.57	628.27
348	Select Business Equipment	Stationery	2.18	14.63
349	Royal British Legion	Donation for Poppy Wreath	0.00	50.00
350	Loughton Traders' Asscn	Donation to Christmas Lighting		1,000.00

Signed.....

Date.....

LOUGHTON TOWN COUNCIL
COUNCIL MEETING

MINUTES of the Council Meeting held on Wednesday 13th January 1999 at 7.30pm at Kingsley Hall.

Present:**Councillors:** M W Juniper (in the Chair)

Mrs J M Barnett	E V Boatman	Mrs S M Harper
L J Harris	A T Lee	F E Marshall
Mrs P Meadows	S W Murray	Mrs J Ormston
R E Pearce	C C Pond	Mrs B R Sagers
P J Sare	Mrs M E Taylor	M W Wardle
Mrs J P Woodman		

Officer: L R Fuller (Town Clerk)**Also:** Members of the public

The Chairman reported with regret the sudden death of Cllr R Eveleigh on 31st December 1998. The meeting stood to observe a minute's silence in memory of Cllr Eveleigh. The Chairman said that Cllr Eveleigh was respected and held in the highest esteem for his contribution to the work of the Council. Cllr Lee said that he had known Cllr Eveleigh as a friend and colleague for over 20 years, and the large number of people at the funeral attested to the high opinion held of Cllr Eveleigh. Cllr Marshall said that he had found Cllr Eveleigh helpful and co-operative as the Vice-Chairman of Environment, Heritage and Leisure Committee in both formal and informal meetings, and he had also been considerate and caring in a personal capacity.

113 Apologies for Absence

Apologies for absence were received from Cllrs Mrs Davis, Hogan and Wilmot.

114 Public Questions

No questions had been received.

115 Confirmation of Minutes

The Minutes of the meeting held on Wednesday 4th November 1998 were CONFIRMED as a correct record and signed by the Chairman.

116 Questions without Discussion

No questions had been received.

117 Chairman's Engagements

The Chairman had laid a wreath at the Remembrance Day Parade, and also attended the service at 11.00 a.m. on 11th November. He had switched on the Christmas lights in the High Road, and wished to record special thanks to the Town Centre Partnership and all those who made the lights possible. He had also attended the District Council Chairman's Carol Service.

118 Council Vacancy

The Clerk reported on the procedures for filling the casual vacancy arising from the death of Cllr Eveleigh.

The Council AGREED to appoint a new member for the Environment, Heritage and Leisure Committee, and Cllr Wilmot was nominated and appointed. Cllr Pond was nominated and appointed Vice-Chairman of Environment, Heritage and Leisure Committee, Cllr Lee was nominated and appointed to represent the Council on the Essex Association of Local Councils – Epping Forest Branch and the Local Councils' Liaison Committee.

119 Matters for Report**119.1 Central Line – Min. no. 106.3**

Cllr Pond reported on the continuing efforts to secure the future of the Central Line outside the area of the Greater London Authority.

119.2 Library Opening Hours

The Council NOTED the revised opening hours for Loughton Library.

Following discussion, the Clerk was requested to ask Essex County Council about their intentions for a library within the new secondary school in Willingale Road and the implications this may have for the Debden Library. The Council would be strongly opposed to any suggestion of closing the Debden Library.

120 Reports from Members on Outside Organisations**120.1 Town Centre Partnership**

Cllr Siggers reported the discussions about the Focus Group.

Cllr Lee reported that it was intended to leave the lights in the tree outside Woolworths all year round.

120.2 Health

Cllr Ormston had attended a Stakeholders' Workshop concerned with Primary Care Groups, and was happy to report back any comments from members on this topic.

120.3 Public Transport Advisory Committee

Cllr Pond reported that the commercial operators intended to withdraw service 549, and to carry out a wholesale review of services 20 and 167. The latter would be referred to Community Committee for consideration.

120.4 Local Councils' Liaison Committee

The next meeting will be discussing the Local Charter. It will also consider Local Agenda 21, and Cllr Juniper would report on the issue to Environment, Heritage and Leisure Committee to establish the Council's position.

120.5 General

It was AGREED that if any representative found that the Council's views were required on a topic to be discussed by an outside organisation, then they should contact the Clerk so that the matter could be taken forward.

120.6 Essex Consultative Group on Police Boundary Changes

Cllr Juniper reported on the structure of the Police Community Consultative Groups, the Essex Lay Visitors Scheme, transfer of Metropolitan officers to Essex, and the composition of the Essex Police Authority. The Council expressed concern about the apparently reduced police service currently in operation.

121 Reports from Committees**121.1 Planning**

The reports from the meetings on 2nd, 16th and 30th November, 14th December 1998 and 4th January 1999 were NOTED.

121.2 Community

The report from the meeting on 11th November was NOTED, especially the proposed millennium projects.

121.3 Environment, Heritage and Leisure

The report from the meeting on 25th November 1998 was NOTED, with comment on the South Loughton Cricket Club pavilion, the boundary signs, and the seats and bus shelters.

121.4 Finance and General Policy

The report from the meeting on 9th December 1998 was NOTED; the web site was welcomed.

122 Precept for 1999/2000

Cllr Murray explained how the Finance and General Policy Committee had arrived at its recommendation. The Clerk reported the content of a letter from Epping Forest District Council about the potential penalty to the District Council if there were significant increases in council tax, but the members decided the budget process had been carried out very carefully and was too far advanced to take the letter into account. It was RESOLVED to set the Town Council's precept at £309,570.

123 Accounts for Payment

123.1 The following accounts for payment were APPROVED:

Cheque no.	Payee	Purpose	VAT	Gross Amount
387	Essex Association of Local Councils	Training	0.00	50.00
388	Thames Water Utilities Ltd	Water: Cemetery & Kingsley Hall	0.00	113.34
389	J McLintock & Sons Ltd	Burst Water pipes: Cemetery	15.23	102.23
390	Henry Squire & Sons Ltd	Padlocks: Cemetery & Kings Green	4.11	27.95
391	Select Business Equipment Ltd	Stationery	2.18	14.63
392	British Red Cross	Training	19.25	129.25
393	Valley Hill Builders Merchant	Plyboards: Cemetery	7.66	51.46
Transfer	No.2 Account	Reimburse imprest (January)	0.00	6652.98

123.2 The following miscellaneous cheque drawn on No. 2 account was NOTED:

086	Flower Elegance	Funeral flowers	0.00	20.00
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Signed.....

Date.....

LOUGHTON TOWN COUNCIL
COUNCIL MEETING

MINUTES of the Council Meeting held on Wednesday 10th March 1999 at 7.30pm at Loughton Library.

Present:**Councillors:** M W Juniper (in the Chair)

Mrs J M Barnett	E V Boatman	Mrs J Davis
L J Harris	M D Hogan	P Lavin
A T Lee	F E Marshall	Mrs P Meadows
S W Murray	Mrs J Ormston	R E Pearce
C C Pond	Mrs B R Saggars	Mrs M E Taylor
M W Wardle	R J Wilmot	Mrs J P Woodman
Mrs S M Harper (to end of Min. no. 132)		

Officers: L R Fuller (Town Clerk)
I Sampson (Administrative Assistant)

Also: Members of the public

124 Apologies for Absence

Apologies for absence were received from Cllr Sare.

125 Public Questions

No questions had been received.

126 Confirmation of Minutes

The Minutes of the meeting held on Wednesday 13th January 1999 were CONFIRMED as a correct record and signed by the Chairman.

127 Questions without Discussion

No questions had been received.

128 Chairman's Engagements

The Chairman had no engagements to report.

129 Matters for Report**129.1 Council Vacancy – Min. no. 118**

The Council NOTED the arrangements for the election, to be held on 18th March.

129.2 Library Opening Hours – Min. no. 119.2

The Council NOTED that a public library would not be sited at the new secondary school.

It was AGREED that the Clerk should write to Essex County Council Library Services with the Council's request that it be fully consulted about any future suggestions for an alternative siting of Debden Library.

It was further AGREED that Community Committee should consider inviting the County Librarian to a future meeting of the Community Forum.

129.3 Naming of the New Secondary School

At the request of Cllr Harper, the Chairman agreed to the inclusion of this item under "Matters for Report" as the school had been discussed previously.

Cllr Harper reported that, at its meeting on 29th March, the County Council's Education Committee would be considering a name for the new secondary school proposed by the school's governing body.

Following discussion, it was AGREED that the Clerk should write to the Chairman of the Education Committee, requesting that a decision on the new name should be deferred on 29th March and that the Town Council should be consulted on this matter.

130 Local Agenda 21

The Chairman welcomed Ian White and Pete Thompson of Epping Forest District Council, who made a short presentation on Local Agenda 21 and its relevance to local communities. Local Agenda 21 is defined as an endeavour to balance economic, social and environmental concerns, both locally and globally, and at the United Nations General Assembly in 1997 the Prime Minister stressed the importance of all local authorities adopting Local Agenda 21 strategies by the year 2000.

Within the local community, Local Agenda 21 will offer people the opportunity to become involved in issues which affect their quality of life, e.g. traffic, transport, housing, employment, crime-reduction, safety and open spaces. The intention is to encourage a closer liaison between District and Local Councils and the communities they serve in identifying environmental issues which need improvement, and ways in which such improvements might be effected. Environmental officers will be readily available to offer practical advice on environmental matters. As a first step, questionnaires had been circulated to local councils to identify and prioritise issues.

The Council AGREED to refer the matter to Environment, Heritage and Leisure Committee in the first instance.

131 Reports from Members on Outside Organisations

131.1 Local Parishes Group on Police Boundary Changes

Cllr Juniper reported on the meeting of the group, which he, Cllr Barnett and the Town Clerk had attended on 19th January. Representatives from the Metropolitan and Essex Police had given assurances that the two services were working on a joint strategy for effecting the temporary transfer of officers between the services, with the aim of providing an ongoing standard of service to the areas to be transferred. It was likely that there would be at least one substantially manned police station in the local area. The Chief Constable of Essex was expected to announce the new proposals in April 1999, a year ahead of the transfer date.

131.2 Roding Valley Recreation Ground

Cllr Juniper reported that he and the Town Clerk had attended a meeting on 23rd February called by Epping Forest District Council to discuss the possibility of forming a trust to administer the area. Cllr Juniper had reiterated the Town Council's opposition to a trust. However, he felt that other members should have the opportunity of hearing the points made as this information had not been available when Environment, Heritage and Leisure Committee had decided not to support a trust. The matter would therefore be put to the next Environment, Heritage and Leisure Committee, with District Council representatives attending to present the information.

131.3 Town Centre Enhancement Focus Group – High Road

Cllr Juniper reported that three meetings of the Focus Group had taken place, with the fourth to be held on 11th March. Although it was not possible to present a full report until the fourth meeting had taken place, there was strong local feeling against a late proposal to close off Brooklyn Avenue at the High Road end, and to introduce some form of controlled parking in Brooklyn Avenue and its environs, to replace that already in operation in the area.

It was AGREED that the Town Council's delegates on the Focus Group should continue to oppose the following proposals:

1. The closing-off of Brooklyn Avenue at the High Road end.
2. The introduction of parking meters and/or a controlled parking zone in the area of Brooklyn Avenue and neighbouring roads.

132 Loughton Station Yard

The Chairman agreed to Cllr Mrs Harper's request that this item be brought forward to allow her to leave the meeting early.

Cllrs Harper and Pond proposed the motion in the agenda. The Town Clerk reported that she had been speaking with the Supervisor of Loughton Station, who had agreed that the present refuse contractors were not satisfactory. However, new contractors were taking over on Monday 15th March and he hoped to see an improvement.

Cllr Marshall proposed an amendment to the motion to include Debden Station, which was accepted by the proposers.

It was RESOLVED that the Council deplores the continual failure of London Underground Limited to remove litter from the Loughton and Debden Station Yards and adjacent land, and

1. calls upon London Underground Limited to rectify this problem immediately;
2. instructs the Town Clerk to communicate this resolution to London Underground Limited immediately;
3. instructs the Environment, Heritage and Leisure Committee to monitor progress towards a satisfactory conclusion.

Cllr Harper left the meeting.

133 Reports from Members on Outside Organisations (continued)

133.1 Loughton Lopping Endowment Fund

Cllr Mrs Ormston had attended a meeting of the Loughton Lopping Endowment Fund Trustees. She was impressed by the administration of the Lopping Hall and commended it to the Council.

133.2 Epping Forest District Council Local Councils' Liaison Committee

Cllr Lee reported that he and the Town Clerk had attended a meeting of the Epping Forest Branch of EALC on 25th February, when the second draft of the Local Charter was discussed.

133.3 Town Centre Enhancement Focus Group – The Broadway

Cllr Mrs Davis reported that she had attended all three meetings of the Focus Group as a representative of Epping Forest District Council. She commented that the District Council should give higher priority to looking after The Broadway, which is its own property.

Cllr Wilmot reported that the front of Sainsbury's was to be brought into the Enhancement Scheme.

134 Reports from Committees**134.1 Planning**

The reports from the meetings on 18th January, 1st and 15th February 1999 were NOTED.

134.2 Community

The report from the meeting on 27th January 1999 was NOTED, with some discussion of the Roding Road/Oakwood Hill junction. Cllr Pearce reported that the junction had been inspected by the Transport Panel.

134.3 Environment, Heritage and Leisure

The report from the meeting on 10th February 1999 was NOTED.

134.4 Finance and General Policy

The report from the meeting on 24th February 1999 was NOTED.

135 Accounts for Payment

135.1 The following accounts for payment were APPROVED:

Cheque no.	Payee	Purpose	VAT	Gross Amount
416	Essex County Council	Computer networking	14.70	98.70
417	Essex County Council	Stationery	1.72	11.57
418	J McLintock & Sons Ltd	Building maintenance at Cemetery & Roding Valley Changing Rooms	30.17	202.62
419	National Association of Local Councils	Subscription to Direct Information Service	0.00	87.00
420	Newsquest (London) Ltd	Advertisement	77.00	517.00
421	Inter County Office Furniture	Filing accessory	5.36	35.96
422	Select Business Supplies	Stationery	2.18	14.63
423	E.I. Electrical Contractors Ltd	Maintenance at Kingsley Hall	4.02	27.02
424	P.I.C.K.	Grant	0.00	300.00
425	Loughton Potato Ground	Grant	0.00	300.00
426	South Loughton Cricket Club	Grant	0.00	250.00

Signed.....

Date.....

LOUGHTON TOWN COUNCIL

COUNCIL MEETING

MINUTES of the Council Meeting held on Wednesday, 5th May 1999 at 7.30pm at Kingsley Hall.

Present:

Councillors: M W Juniper (in the Chair)

Mrs J M Barnett	E V Boatman	Mrs J Davis
Mrs K F Ellis	Mrs S M Harper	L J Harris
P Lavin	A T Lee	F E Marshall
S W Murray	R E Pearce	C C Pond
Mrs M E Taylor	M W Wardle	Mrs J P Woodman

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

Also: Four members of the public

136 Apologies for absence

Apologies for absence were received from Cllrs Mrs Meadows, Mrs Ormston, Mrs Sagers, Sare and Wilmot.

137 Confirmation of Minutes

The Minutes of the meeting held on 10th March 1999 were CONFIRMED as a correct record and signed by the Chairman.

138 Chairman's Engagements

The Chairman REPORTED on his attendance at Waltham Abbey Civic Reception at the invitation of the Mayor, the launch of the textile-hanging at the Loughton Library depicting Loughton past and present, the re-instatement of the Loughton Pump and the Civic Service.

139 Matters for Report

139.1 New Secondary School – Min no. 129.3

The Council NOTED that Essex County Council Education Committee had decided the new school would be called Debden Park High School.

139.2 Central Line – Min no. 119.1 and 106.3

Cllr Pond reported that he had recently attended a public meeting held at the Roding Valley School to discuss the present state of the Central Line and in this connection informed Council members that Mrs E Laing's amendment to the Greater London Authority Bill had not been selected by the Speaker of the House of Commons. It was AGREED that the two peers who live in Loughton be approached to consider putting forward an amendment to the House of Lords.

140 Reports from Members on Outside Organisations**140.1 Town Centre Enhancement Focus Group – High Road – Min no. 131.3**

Cllr Lee reported that the Consultants' proposal to look into the possibility of closing off Brooklyn Avenue or to introduce parking meters/a controlled parking zone in the Brooklyn Avenue area has now been abandoned. There will be controlled parking in Centric and Brooklyn Parades only with double yellow lines at the traffic-light end of Brooklyn Avenue.

140.2 Epping Forest Countrycare – Min no. 107.4

Cllr Woodman reported that she had attended a meeting of the Epping Forest Countrycare and informed members that public land at Englands Lane was discussed at this meeting.

140.3 Local Parishes Group on Police Boundary Changes – Min no. 131.1

Cllr Juniper reported on his attendance at the latest meeting and that the other councils involved had decided to keep the same council representatives as at present for meetings to be held after the new municipal year. It was AGREED that this matter would be considered at the Annual Council Meeting to be held on 19th May 1999.

140.4 Nature Reserve Victorian Summer Committee

Cllr Juniper also reported that he had attended this meeting as Chairman of the Council. The next meeting is scheduled for the 20th May which is after the Annual Council Meeting. It was DECIDED that, for the sake of continuity, Cllr Juniper should maintain his role as the Council representative on the NRVS Committee at that meeting.

Cllr Davis joined the Council meeting.

140.5 Essex Consultative Group – Min no.106.2

Cllr Juniper attended the latest meeting of the ECG and reported the following: it is planned that Loughton will be managed by the Harlow Division and will fall under the Epping Forest south area. The Police station in Forest Road will be fully operational whilst the North Loughton station will be used for Community-based teams with a direct telephone link. The ECG is asking for views and comments by the 30th June. It was AGREED that this matter be discussed at the Annual Council Meeting.

141 Reports from Committees**141.1 Planning**

The reports from the meetings on the 1st, 15th, 29th March and the 12th April 1999 were NOTED.

141.2 Community

The report from the meeting held on the 24th March 1999 was NOTED.

141.3 Environment, Heritage and Leisure

The report from the meeting held on the 7th April 1999 was NOTED.

141.4 Finance and General Policy

The report from the meeting held on the 21st April 1999 was NOTED.

142 Accounts for Payment

The following accounts for payment were APPROVED.

Cheque no.	Payee	Purpose	VAT	Gross Amount
460	British Gas Trading Ltd	Kingsley Hall: Gas	36.04	242.00
461	London Electricity plc	Roding Valley Changing Rooms & War memorial: Electricity	68.11	834.46
462	Epping Forest District Council	Kingsley Hall: Rates	0.00	115.00
463	J McLintock & Sons Ltd	Roding Valley Changing Rooms: Works	70.04	470.30
464	Greenside Landscapes	Cemetery and Hillyfields Playground: Works	77.00	517.00
465	Essex County Council	Hall hire	0.00	36.00
466	L Hall	Gravedigging	0.00	565.00
467	Index Business Supplies	Stationery	11.09	74.48
468	Simply Computers	Software	11.03	74.03
469	Essex County Council	Cemetery: Supplies	4.38	29.38
470	Churches Together in Loughton	Grant	0.00	400.00
471	Accredited Locksmith Services	Roding Valley Changing Rooms: Works	0.00	89.95

Signed

Date