

4/6/08

LOUGHTON TOWN COUNCIL

ENVIRONMENT AND HERITAGE COMMITTEE

MINUTES of the meeting held on Wednesday 4th June 2008 at 7.45 p.m. at 1 Buckingham Court.

Present

Councillors:

C P Pond (in the Chair)		
C Davies	P House	L Howe
G D Martin	T G Owen	S Pewsey
C C Pond		

Also in attendance:

Councillors:	K Angold-Stephens	S W Murray	D J Wixley
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Officers:

E K Walsh (Acting Town Clerk)
J Innis (Committee Clerk)

EH1 Apologies

Apologies were received from Cllr A Copland.

EH2 Confirmation of Minutes

The Minutes of the meeting held on 26th March 2008 were CONFIRMED as a correct record and signed by the Chairman.

EH3 Public Representations

None were received.

EH4 Declarations of Interest

Cllr Pewsey declared a personal but non-prejudicial interest in Agenda item 12 as a past member of Friends of Historic Essex.

Cllr C C Pond declared a personal but non-prejudicial interest in Agenda items 5.1 as a resident and 5.2, 5.3, 5.8, and 10 as a member of Essex County Council.

Cllr C P Pond declared a personal but non-prejudicial interest in Agenda items 5.1 as a resident and 5.6 as a member of Epping Forest District Council.

EH5 Matters for Report

5.1 Street Museum and Heritage Boards – Min. nos. EH118.1 and 118.4

The Committee NOTED the report and that the lamp columns would be connected during the school summer holidays. It was also reported that the location of the interpretation board had been agreed with Staples Road School.

5.2 Search and Repair Team – Min. no. EH118.3

The Committee NOTED the report and it was AGREED that Cllrs S Pewsey and C C Pond would attend the meeting with David Forkin, Essex County Council Area Highways Manager, on 27th June 2008. Cllr C C Pond offered to raise the issue at the forthcoming meeting of Epping Forest County Councillors with Cllr Norman Hume.

5.3 Salt/grit bins – Min. no. EH70.2

The Committee NOTED the report and agreed to delete the provision for salt/grit bins in Hazelwood/Upper Park as Upper Park (and roads off) was to be included in the list for 2008/09 and Traps Hill (outside no. 39) as the route was already gritted.

The following three sites were AGREED as priorities for 2008/09:

Connaught Ave/Connaught Hill
Junction Smarts Lane/Nursery Road
Upper Park (and roads off)

The reserve locations would be Steeds Way and Carroll Hill/Uplands.

The junction of Spareleaze Hill with Tycehurst Hill would be added to the list for consideration next year.

A list of the current location of the bins would be provided to all councillors together with contact details for reporting those in need of restocking.

5.4 Hanging Baskets - Min. no. EH118.1

The Committee NOTED the hanging baskets had not yet been erected.

5.5 Heritage Plaques – Min. no. EH107.6

The Committee NOTED the report.

The following nominations were put forward for consideration for heritage plaques for 2008/09:

Ethel Haslam, suffragette

Fred Stoker, gardener

Josiah Oldfield, secretary of the Vegetarian Society

Thomas Southwood Smith, a Unitarian

Braeside Military Hospital

Mary Anne Clarke, actress

A detailed report would be made to the next meeting of the Committee and a copy of the criteria provided for all councillors.

5.6 High Road Litter Bins – Min. no. EH122

The Committee NOTED the report.

5.7 War Memorial, Kings Green – Min. no. EH84

The Committee NOTED the report. The Chairman requested that any suggestions for new names to be added to the memorial should be submitted to the Committee for consideration.

5.8 Bus Services – OAP and concessionary travel – Min. no. EH123

The Committee NOTED the report.

EH6 Current Financial Position

The Committee NOTED the report of the end of the financial year 2007/08.

EH7 Allotments

The Committee NOTED the report and it was AGREED to make an inspection of the Pyles Lane and Willingale Road allotments sites this year with the date and time to be arranged. It was welcomed that the Roding Road allotments now had a waiting list and the Management Committee were to be informed that an inspection would be carried out next year. However, the Acting Town Clerk reported that officers would be undertaking a routine boundary inspection at the Roding Road allotment site later this year.

EH8 Loughton Cemetery Regulations

The Committee noted the report. It was RESOLVED to adopt the recommended amendment to the section on when Loughton residents' rates for purchases of exclusive rights, interments and memorial applications were applicable so that it read as follows:

“the Loughton residents' rate for purchases of exclusive rights, interments and memorial applications will apply where:

the deceased was resident in the administrative parish of Loughton for five or more years but became non-resident involuntarily (for instance to receive

residential care in another area) during the period immediately prior to the date of death or had lived in Loughton for at least twenty years.”

This amendment was to be made with immediate effect.

EH9 Christmas Lights

The Committee NOTED the report and the public's concern over the lack of Christmas lights in the High Road in 2007. However, it acknowledged the efforts made by The Broadway Town Centre Partnership to put on a display in the Broadway.

The Committee confirmed that the responsibility for the lights should remain with the Town Centre Partnerships and expressed support for the work of these organisations in connection with this matter.

The Committee AGREED to recommend to the Resources and General Services Committee that the maximum amount of the grant funding available for Christmas lights in 2008/09 should be increased to £8,000, thus providing funding of up to £4,000 for each Town Centre Partnership. Having decided that it did not want to use its contingency budget so early in the financial year, the Committee unanimously AGREED to submit this request to the Resources and General Services Committee, as required by section 3.2 of the Council's Financial Regulations, for a supplementary estimate to be made available for this matter, the costs to be met from the Council's resources.

It was also AGREED to contact the Chairmen of both Town Centre Partnerships to gather information and discuss the way forward including proposals for securing match funding from local traders and for the Broadway from Epping Forest District Council. Following these discussions and subject to the agreement of the Resources and General Services Committee, a report would be prepared for the next meeting of this Committee.

EH10 Registration of Village Greens

The Committee NOTED the report and gave the Registration of Village Greens a high priority. A representative of Essex County Council would be invited to give a presentation at the next meeting of the Committee. Members were asked to submit a list of green areas, which met the criteria, for consideration.

EH11 Litter Awareness Day

The Committee AGREED to hold a litter picking day in April 2009 and Cllr Pewsey offered to coordinate the event and draw up a set of proposals for the next meeting of the Committee.

EH12 Friends of Historic Essex

The Committee NOTED the report and it was AGREED to subscribe to the Friends of Historic Essex at an annual cost of £10.

EH13 Future Work of the Committee

- (1) Tourist leaflets – a report would be made at the next meeting
- (2) Waste Management Group – a report would be made at the next meeting
- (3) Free-cycle, a furniture collection scheme – Cllr Howe to prepare a report
- (4) The cleaning of milestones – Cllr C C Pond to prepare a report
- (5) Clean Neighbourhoods and Environment Act 2005 – to be referred to the Strategy and Staff Group for consideration
- (6) War graves in Loughton Cemetery – Cllr Martin to prepare a report

- (7) The consultation on the Debden town development proposals – the Committee requested that a report on the regeneration proposals be made to the Council at its meeting on 9th July 2008.

Signed.....
Date 3rd September 2008

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

ENVIRONMENT AND HERITAGE COMMITTEE

MINUTES of the meeting held on Wednesday 3rd September 2008 at 7.45 p.m. at 1 Buckingham Court.

Present

Councillors: C P Pond (in the Chair)
 A P Copland C Davies P House
 G D Martin T G Owen S Pewsey
 C C Pond S M Harper (as substitute for Cllr L Howe)

Also in attendance:

Councillors: D J Wixley

Officers:

E K Walsh (Town Clerk)
 J Innis (Committee Clerk)

EH14 Apologies

Apologies were received from Cllr L Howe. Cllr Harper had been nominated as Cllr Howe's substitute for this meeting.

EH15 Confirmation of Minutes

The Minutes of the meeting held on 4th June 2008 were CONFIRMED as a correct record and signed by the Chairman.

EH16 Public Representations

None were received.

EH17 Declarations of Interest

Cllr C C Pond declared a personal but non-prejudicial interest in Agenda items 10, 14 and 15 as a member of Essex County Council
 Cllrs C P Pond and Wixley declared personal but non-prejudicial interests in Agenda item 10 as members of Epping Forest District Council.

EH18 Matters for Report

18.1 Christmas Lights – Min. no. EH9

The Committee NOTED the report.

18.2 War Memorial, Kings Green – Min. no. EH5.7

The Committee NOTED the report and that work would continue on plans for the refurbishment of the memorial.

18.3 Salt/grit Bins – Min. no. EH5.3

The Committee welcomed the report and that salt/grit bins could be provided in green with the council logo attached.

18.4 Hanging Baskets – Min. no. EH5.4

The Committee NOTED the report and the names of councillor volunteers were put forward to deliver sponsorship letters to businesses in and around the High Road.

The Town Clerk was awaiting a response from businesses that she had already contacted. The design of signs acknowledging businesses that had taken part in the scheme was also discussed.

The new Town Centre Manager recently appointed by Epping Forest District Council would be invited to attend the next meeting of the Committee.

18.5 Heritage Plaques – Min. no. EH5.5

It was reported the commemorative plaque to Gladys Mills had now been erected and the plans for the unveiling of the Ron Greenwood plaque were progressing. For new plaques, consideration would be given to holding similar events with the consent of the home owners.

The Committee NOTED the report and it was AGREED to seek permission to erect commemorative plaques to Ethel Haslam, Mary Anne Clark and Fred Stoker. Plaques to Josiah Oldfield, Braeside Military Hospital, Thomas Southwood Smith and Jean Gwyneth Brabner and her son, Commander R A Brabner, MP, would be considered at a later date, the first two being held in reserve for 2008/09.

18.6 Litter Awareness Day – Min. no. EH11

Cllr Pewsey confirmed the arrangements he had drawn up for a litter awareness day to be held on Saturday 9th May 2009. In the event that elections clashed with this date it would be rescheduled.

EH19 Current Financial Position

The Committee NOTED the report.

EH20 Search and Repair

Cllr C C Pond declared a personal but non-prejudicial interest in this item as a member of Essex County Council.

The Committee NOTED the report and that the Town Clerk would be meeting with the local highways inspectors. All councillors would be invited to provide a list of “hotspots” in their wards to the Town Clerk for presentation to the inspectors.

EH21 Christmas Windows

The Committee members AGREED the volunteers to distribute the entry forms for the Best Dressed Window competition.

EH22 Allotments

The Committee NOTED the report on the Willingale Road and Pyrles Lane allotments visit.

Cllr Copland declared a personal but non-prejudicial interest in this item as he lives near the Pyrles Lane allotments.

The Committee considered the Pyrles Lane allotment options shown in the report and AGREED to delete option 3 and defer further discussion on the remaining options until a subsequent meeting pending alternative costings for new fencing and a gate.

EH23 Registration of Village Greens

The Committee NOTED the report and AGREED the following sites as a priority for the registration process:

Bus garage green

Jessel Green

Rochford Green

Newmans Lane green and along Rectory Lane to Hatfields

Roding Valley Nature Reserve land adjacent to Oakwood Hill

Rookwood Gardens

Luctons Field

The Town Clerk would prepare a detailed schedule for the registrations.

EH24 Green Routes between Loughton and Chigwell

Cllr C C Pond declared a personal but non-prejudicial interest in this item as a member of Essex County Council.

Cllr Pewsey outlined his proposal. The Committee AGREED in principle to progress the green routes scheme within the Loughton boundary including a Loughton cycle by-pass and the submission of a funding bid to the Essex County Council CIF (Highways) fund.

A report would also be made to the next meeting of the Recreation Committee regarding the proposals for land within its area of responsibility.

EH25 Cleaning of Milestones

The Committee NOTED the report and members volunteered to take part in the cleaning of the milestones on a Saturday, the date to be agreed.

EH26 Free-Cycle

The Committee NOTED Cllr Howe's proposal and that this would be discussed at the next meeting when she was present.

EH27 Vehicle Activated Signs (VAS) & Speed Indicator Devices (SIDS)

The Committee NOTED the report and various locations were considered.

Cllr Copland declared a personal but non-prejudicial interest in Pyrles Lane as a local resident.

The criteria for the installation of these devices would be confirmed with Essex County Council and members were asked to submit in writing sites for consideration at the next meeting.

EH28 Tree Initiative

The Committee NOTED the report. It was AGREED to invite Paul Hewitt, the Countryside Manager for Epping Forest District Council, to the next meeting to assist in progressing this scheme and advise on suitable sites for tree planting in Loughton.

The Committee AGREED to suspend Standing Order number 1.4. and AGREED to conclude the meeting by 9.35 p.m.

EH29 Forest Forum

The Committee NOTED the report and that a meeting would be scheduled by the Town Clerk with the Forest Services Manager for the City of London to discuss matters of mutual interest. With regard to the "Branching Out" project, the Committee expressed concern about any possible reductions in parking provision for local visitors to the forest.

EH30 Future Work of the Committee

The Committee suggested the following topics for future consideration:

- (1) The development of a website dedicated to the history and research of the War Memorial and the listed names – Cllrs Martin and Pewsey to meet with the Town Clerk to progress this.
- (2) Green Statement – Cllr Pewsey to prepare a report.

Other issues raised included items to be put before the Recreation Committee and Strategy and Staff Group.

Signed.....
Date 5th November 2008