

## LOUGHTON TOWN COUNCIL

### ENVIRONMENT AND HERITAGE COMMITTEE

**MINUTES of the meeting held on Wednesday 9<sup>th</sup> June 2010 at 7.45 p.m. at 1 Buckingham Court.**

**Present**

**Councillors:** C P Pond  
 C Davies T Frankland  
 R T Law (from Min no EH121 until Min no EH125)  
 T G Owen S Pewsey C C Pond  
 J W Angold-Stephens (as substitute for Cllr Howe)

**Also in attendance:**

**Councillors:** A P Copland (from Min no EH124.4)  
 S W Murray (until Min no EH127)  
 D J Wixley

**Officers:** Enid K Walsh (Town Clerk)  
 Shirley Haynes (Deputy Town Clerk)

1 member of the public

**EH120 Apologies**

Apologies for absence were received from Cllrs House and Howe. The Clerk reported that Cllr J Angold-Stephens had been nominated as Cllr Howe's substitute for this meeting.

Cllr Law joined the meeting.

**EH121 Confirmation of Minutes**

The Minutes of the meeting held on 31<sup>st</sup> March 2010 were CONFIRMED as a correct record and signed by the Chairman.

**EH122 Public Representations**

None were received.

**EH123 Declarations of Interest**

No declarations of interest were received.

**EH124 Matters for Report**

**124.1 Flower Baskets – Min no EH70.7**

The Committee was pleased to note that the new hanging baskets in the Broadway were in place for Debden Day and the replanting of the flower baskets in the High Road had been completed.

**124.2 Highways Community Infrastructure Fund – Min no EH94.4**

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

The Committee NOTED that the Council had been unsuccessful in securing funds for a new scheme of mini roundabouts at the Borders Lane/Traps Hill/Spareleaze Hill/Church Lane/Alderton Hill and Alderton Hall Lane junctions together with a pedestrian crossing, but that other avenues of funding would be explored.

The Committee also NOTED that the HCIF scheme would cease once this year's programme had been completed.

**124.3 Best Allotment – Min no EH115.2**

The Committee NOTED the report and AGREED the amended judging criteria.

Cllr Copland joined the meeting.

**124.4 Willingale Road Allotments – Min no EH115.4**

**124.4.1 Fencing**

It was NOTED that the additional site clearance works carried out by the Debden Horticultural and Allotment Society had significantly reduced the amount of fencing required at the site boundaries with the brooks and that the remaining works could be met from the budget.

**124.4.2 Disabled toilet facility**

The Committee gave its consent for the erection of a disabled persons' toilet on the allotment site as detailed in Planning Permission EPF/0426/10.

**124.5 Town Signs – Community Initiatives Fund – Min no EH115.5**

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

The Committee NOTED that the design of the town signs would be based on the Council's existing logo and that more details would be provided in due course for further consideration. It was AGREED that:

- a) one sign would be installed in Chigwell Lane, near the junction with Colson Road but that further investigations should be carried out to provide a more central location for the second sign proposed for a site in the High Road opposite Spring Grove.
- b) the sign proposed for Chigwell Lane should include both the names Debden and Loughton but with the Debden lettering in a smaller size font, and that the second sign would refer only to Loughton.

**124.6 Bus Services – Min no EH115.6**

The Committee NOTED that the Council's request for a direct Loughton to Epping bus service would be considered by the Head of Passenger Services Transport at Essex County Council.

**124.7 Registration of Village Greens – Min no EH83.5**

It was NOTED that work on collating the evidence for the greens continued. The Committee AGREED to pursue the voluntary registration of the open space known as Hillyfields.

**124.8 Highway Matters – Min no EH94.3**

With regard to the concerns raised at the 2010 Annual Town meeting, the Town Clerk reported that investigations would be carried out to identify an alternative solution to the parking issues in Oakwood Hill, which had caused such damage to the grass verges.

**EH125 Financial Position**

The Committee NOTED the report of the end of the financial year 2009/10.

Cllr Law left the meeting.

**EH126 Salt and Grit Bins**

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 in particular that the budget for 2010/11 and the level of earmarked reserves provided sufficient funds for up to six new bins to be installed. The following six sites were AGREED as priorities for 2010/11, contingent on there being no relevant change of policy by Essex County Council:

Nursery Rd / High View Close junction  
 Steeds Way  
 The Avenue  
 Sparelease Hill / Tycehurst Hill junction  
 Wellfields and Church Lane junction  
 Shaftesbury (junction with Staples Rd)

The two reserve locations would be Goldings Road junction with Englands Lane and the junction of The Victoria Tavern, High Beech Road and Smarts Lane. Goldings Road (opposite no 58) would be added to the list for consideration next year.

#### **EH127 Blue Heritage Plaques**

The Committee NOTED the report and AGREED to seek permission to erect commemorative plaques to Octavius Dixie Deacon, Sir Frank Baines and Dr Josiah Oldfield.

Cllr Murray left the meeting.

#### **EH128 Draft Sustainability Appraisal Scoping Report**

The Committee NOTED the report and expressed concern that this significant planning document was extremely opaque in its presentation, with a confusing use of terminology despite the references to plain English. Members considered issues relating to the local area and it was AGREED that the Town Clerk would prepare a response based on the comments made at the meeting for final review by the Chairman and Vice Chairman of the Committee.

#### **EH129 Street cleansing schedules**

Copies of the street cleansing schedules for Loughton had been provided for members. Councillors were invited to raise any queries with Cllrs House, Law, C P Pond and Wixley, the Council's representatives on the Loughton Waste Stakeholders Management Group.

#### **EH130 Loughton Cemetery**

The Committee NOTED that a Cemetery Management and Operation training course held at the Council Offices on 2<sup>nd</sup> June 2010 had been attended by twenty one delegates and that the event, organised by the Town Council, had been self-financing.

#### **EH131 Future Work of the Committee**

The Committee suggested the following topic for future consideration:

(1) Art trails – Cllrs Owen and Pewsey to prepare a report

Signed.....  
 Date: 21<sup>st</sup> July 2010

**LOUGHTON TOWN COUNCIL**

**ENVIRONMENT AND HERITAGE COMMITTEE**

**MINUTES of the meeting held on Wednesday 21<sup>st</sup> July 2010 at 7.45 p.m. at 1 Buckingham Court.**

**Present**

**Councillors:** C P Pond (in the Chair)  
 C Davies T Frankland P House  
 L Howe T G Owen C C Pond  
 D J Wixley (as substitute for Cllr S Pewsey)

**Also in attendance:**

**Councillors:** A P Copland

**Officers:**

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

**EH132 Apologies**

Apologies for absence were received from Cllrs R Law and S Pewsey. The Clerk reported that Cllr D J Wixley had been nominated as Cllr Pewsey's substitute for this meeting.

**EH133 Confirmation of Minutes**

The Minutes of the meeting held on 9<sup>th</sup> June 2010 were CONFIRMED as a correct record and signed by the Chairman.

**EH134 Public Representations**

None were received.

**EH135 Declarations of Interest**

Cllr C C Pond declared a personal but non-prejudicial interest in Agenda items 5.3, 5.4 and 5.5 as a member of Essex County Council.

Cllr Copland declared a personal but non-prejudicial interest in Agenda item 5.4 as one of the Town Council's representatives on the Essex County Council Parish Passenger Transport meeting.

**EH136 Matters for Report**

**136.1 Committee Priorities – Lady Whitaker's Mead – Min no EH96**

The Committee NOTED that maintenance work had been carried out on Lady Whitaker's Mead at a net cost of £600.

**136.2 Alleyway Nameplates – Min no EH103.1**

The Committee NOTED the report.

**136.3 Bus Shelters – Min no EH115.3**

The Committee NOTED the report. The Vice Chairman reported that a replacement bus shelter for the one destroyed in Torrington Drive had been ordered and that he would investigate the removal of the shelter in Oakwood Hill, opposite Marlescroft Way.

**136.4 Bus Services – Min no EH124.6**

The Vice Chairman reported on an Essex County Council meeting held on 25<sup>th</sup> June 2010 when the issue of the lack of a direct service from Loughton to Harlow was discussed.

A recent change to the route of no 167 was reported and short turning of the 167 and 20 bus services were also discussed. It was AGREED to write to Customer Services at London Buses regarding these developments, commenting that numerous complaints from residents had been received.

**136.5 Salt and Grit Bins – Min no EH126**

The Committee NOTED that Essex County Council had reviewed its Winter Service at a meeting on 15<sup>th</sup> July 2010 but that the outcome of that meeting was not currently available.

**136.6 Draft Sustainability Appraisal Scoping Report – Min no EH128**

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

**136.7 Town Signs**

The Town Clerk reported on her recent site visit with a Highways Officer from Essex County Council to investigate an alternative location for the town sign originally proposed for the High Road, opposite Spring Grove. The Committee expressed a preference for this sign to be sited on the pavement outside the Loughton Police Station in the High Road close to its junction with Forest Road.

**EH137 Financial Position**

The Committee NOTED the current financial position.

**EH138 Draft Community Strategy**

The Committee discussed the document and expressed concern about the role of local councils as portrayed in the strategy. It was AGREED the Town Clerk, in discussion with the Chairman and Vice Chairman of the Committee, should prepare the Council's response based on the various comments made by members.

**EH139 Street Furniture – dog litter bins**

The Committee NOTED the report and expressed concern about the unacceptable levels of dog fouling on open spaces and recreation grounds around the town. Epping Forest District Council had confirmed that dog litter could be placed in ordinary refuse and litters bins and it was AGREED this should be widely publicised. The Recreation Committee was asked to consider this problem when the opportunity arose to review the Byelaws for the Roding Valley Recreation Ground.

**EH140 Future Work of the Committee**

No items were raised.

Signed.....

Date: 13<sup>th</sup> October 2010

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**LOUGHTON TOWN COUNCIL**
**ENVIRONMENT AND HERITAGE COMMITTEE**

**MINUTES of the meeting held on Wednesday 13<sup>th</sup> October 2010 at 7.45 p.m. at 1 Buckingham Court.**

**Present**

**Councillors:** C P Pond (in the Chair)  
 C Davies (from Min no EH144) P House  
 L Howe S Pewsey C C Pond

**Also in attendance:**

**Councillors:** J W Angold-Stephens K E Angold-Stephens A Copland  
 D J Wixley

**Officers:**

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

**EH141 Apologies**

Apologies for absence were received from Cllrs T Frankland and T G Owen.

**EH142 Confirmation of Minutes**

The Minutes of the meeting held on 21<sup>st</sup> July 2010 were CONFIRMED as a correct record and signed by the Chairman.

**EH143 Public Representations**

None were received.

Cllr Davis joined the meeting during the next item.

**EH144 Declarations of Interest**

Cllr C C Pond declared a personal but non-prejudicial interest in Agenda items 5.1, 5.2, 5.4, 9 and 12 as a member of the Essex County Council, Agenda items 5.3 and 5.6 as the Chairman of the Loughton and District Historical Society and Agenda item 5.3 as a resident in a conservation area.

Cllr House declared a personal but non-prejudicial interest in Agenda item 5.3 as a resident in a conservation area.

Cllr Pewsey declared a personal but non-prejudicial interest in Agenda item 5.3 as a member of the Loughton and District Historical Society.

Cllr Copland declared a personal but non-prejudicial interest in Agenda item 5.1 as a representative on the Essex County Council Parish Passenger Transport meeting.

Cllr Wixley declared a personal but non-prejudicial interest in Agenda item 5.6 as a member of the Loughton and District Historical Society and Agenda item 11 as a tree warden.

Cllr C P Pond declared a personal but non-prejudicial interest in Agenda item 5.3 as a resident in a conservation area and Agenda item 5.6 as a member of the Loughton and District Historical Society.

**EH145 Matters for Report****145.1 Bus Shelters – Min no EH136.3**

The Committee were pleased to NOTE permission had been received from Essex County Council for the two new shelters (Jessel Drive/Colebrook Lane junction (southbound) and outside of The Spinney at the Murray Hall bus stop in Borders Lane).

**145.2 Salt and Grit bins – Min no EH126**

It was reported that Essex County Council's Winter Service policy was still under review but it had been confirmed that the scheme whereby parish and town councils could purchase new salt/grit bins had been discontinued. The County Council had indicated that it would offer a bulk supply of salt/grit at the start of the winter which would be delivered to secure sites in local parishes for distribution.

It was agreed to raise this issue at forthcoming meetings of the Epping Forest Branch of the Association of Local Councils and the Larger Local Councils Forum.

Officers were asked to investigate the cost to the Town Council of purchasing and installing new bins independently and also the insurance implications.

**145.3 Conservation Areas – Character Appraisals and Management Plans for Baldwins Hill, Staples Road and York Hill – Min no EH127**

The Committee supported the response to the District Council's draft Character Appraisals and Management Plans document as prepared by the Planning and Licensing Committee and agreed to include the following additional comments:

- All sodium lighting in Conservation Areas needed to be replaced with low energy white lighting.
- With regard to the suggested adjustments to the boundaries, the inclusion of the whole of Queens Road in the York Hill Conservation Area should be revisited.

The Committee noted that the litter bin in York Hill would be removed and that, through an article in the next edition of Think Loughton, residents would be invited to comment on the proposed removal of the nearby bench.

**145.4 Highways Community Infrastructure Fund – Min no EH124.2**

Letters sent to the Alderton, Oakview and Roding Valley High Schools inviting them to include the proposed highway safety improvements at nearby junctions in their school travel plans had not received a response. The Town Clerk was asked to contact them again.

**145.5 Best Dressed Window Competition – Min no EH83.9**

Councillors volunteered to distribute the leaflets to local shops and businesses to help promote this Christmas competition.

**145.6 Heritage Open Days – Min no EH83.2**

The Committee NOTED the report and AGREED to take part in the Heritage Open Days 2011 event to be coordinated by the Loughton and District Historical Society. The Loughton Cemetery and Chapel in Church Lane would be open to the public as in previous years. More details would be provided to the Committee as they became available.

**EH146 Financial Position**

The Committee NOTED the current financial position.

**EH147 Committee Priorities**

The Committee reviewed its priorities and AGREED on the list as follows:

<b>Revised Priority</b>	<b>Main Function</b>	<b>Greater Detail/Current Position</b>
<b>Current activities</b>		
High	Lady Whitaker's Mead	Development of new cemetery
High	Open House Weekend	Cemetery opening Sept 2011 TBC
High	Tourist Brochures	In preparation
High	Street Museum	Completed. Sourcing of period mail box under investigation
High	Registration of Village Greens	Research and collation of evidence, prior to application
High	War Memorial, Kings Green	Additional names
High	Conservation Areas	Proposals submitted to EFDC
Medium	Alleyway nameplates	Site surveys, permissions, purchase and installation
Medium	Salt/grit bins	Site surveys, permissions, and ordering – subject to ECC policy
Medium	Christmas lights on Kings Green	Maintenance
Medium	Vehicle Activated Signs/Speed Indicator Device	Sites proposed, awaiting input from ECC
Medium	Flower baskets	Permissions, contract, installation
Medium	Interpretation Boards	In preparation
Medium	Town signs	Plans to be finalised – CIF funding in place
Low	Seats (new)	Site surveys, permissions, purchase and installation
<b>On-going activities</b>		
High	Running the committee	Agenda, reports, research, minutes, finance, admin
High	Broadway toilet and Community Lavatory scheme	Cleaning and maintenance, initial research and approaches to businesses
High	Cemetery (Church Lane)	Burials, administration, maintenance
High	War memorials	Inspect and maintain
High	Heritage plaques, drinking fountain, seats and other street furniture; Lopping Hall Clock	Installation and maintenance
High	Allotments	Lettings, licences, admin.
High	Best Dressed Window	Admin and arrangements
High	Parish Paths Partnership	On-going
High	Responding to consultations	Variable
High	Any other matters within the committee's terms of reference	

**EH148 Estimates for 2011/12****148.1 Fees and Charges**

The Committee AGREED the fees and charges should increase in line with the rate of inflation of 4.7% for the following:

- 1 Cemetery
- 2 Allotment rents
- 3 Licence for vehicle access to Roding Road allotment site

It was NOTED that radar keys for access to the Broadway toilet were sold at cost and no fee was charged for licences for pedestrian access on to the Roding Road allotments.

**148.2 Rolling Programme**

The Committee AGREED to the Rolling Programme as presented.

**148.3 Estimates 2011/12**

The Estimates for 2011/12 as presented in the Agenda were AGREED such that the net figures were as follows:

	£
Total budget expenditure	85,175
Income	<u>15,348</u>
Net expenditure	69,827
Less income from earmarked reserves*	<u>20,740</u>
<b>Total net expenditure</b>	<b>£49,087</b>

\*Details of transfers from earmarked reserves:

<i>Bus shelters</i>	1,000
<i>New cemetery professional fees</i>	10,000
<i>Cemetery memorial maintenance</i>	6,000
<i>Community toilet scheme</i>	1,000
<i>War memorial maintenance</i>	740
<i>Pyrles Lane project</i>	<u>2,000</u>
	<b>£20,740</b>

The Committee NOTED that the street furniture expenditure forecast for 2010/11 and its 2011/12 budget still included an amount for the installation of new salt/grit bins and, in view of the County Council's change of Winter Service policy, it was agreed to revisit this budget in Spring 2011 to ascertain whether there would be sufficient funding available to allow for additional flower baskets to be installed in the High Road and/or Broadway shopping areas.

**EH149 Loughton to Epping Direct Bus Service**

The Committee NOTED the report on the proposed withdrawal of the H1 bus service on Saturdays and thanked Cllr C C Pond for his efforts to secure this service which travelled a direct route from Loughton through Epping to Harlow.

The Town Clerk was asked to write to Essex County Council objecting to the withdrawal of this service.

**EH150 Cemetery Issues****150.1 New Cremated Remains Plots**

The Committee NOTED the 44 new plots made available for the purchase of the exclusive right of burial for up to two interments of cremated remains in each plot.

**150.2 Pathways**

The Committee NOTED the rolling programme of works to repair the surfacing of the paths in the cemetery and commended the Services Manager for his work.

**EH151 Proposal: A Community Tree Strategy for Loughton**

The Committee NOTED the report on Community Tree Strategies written by Christopher Neilan, Landscape Officer and Arboriculturist at Epping Forest District Council. It was AGREED to be a partner in this project to produce a strategy for Loughton and promote the initiative to the local community. Noting that the strategy would initially be published on the internet, it was agreed that consideration would be given to contributing to the costs of producing a hard copy document.

Mr Neilan was to be advised that relevant information available on the existing Conservation Areas would assist his research.

**EH152 Grant funding applications**

With regard to the 2010/11 Community Initiatives Fund, the Committee AGREED to make an application for a project to provide the restoration of the verges and installation of wooden bollards/jockey rail fencing with spring bulb planting in Oakwood Hill near its junction with Rectory Lane to enhance the entrance to this part of the town.

The suggestion of pavement repairs using resin bonded shingle surfacing in the conservation area was held as a reserve.

**EH153 Allotment Management**

The Town Clerk reported on letters of complaint received from tenants at the Roding Road allotments site regarding amendments to the Constitution of the Roding Road Allotment and Leisure Gardens Association that had been agreed at an extraordinary general meeting of the Association on 4<sup>th</sup> October 2010 and other general management issues of concern.

The Committee AGREED to invite the National Association of Allotment and Leisure Gardens to intercede in the constitutional dispute.

To address the general management issues, the Committee AGREED

- i to form a small working party to carry out an inspection of the site and consider relevant information to confirm whether there continued to be a general adherence to the Conditions of Appointment, noting that the current management appointment expired on 31<sup>st</sup> December 2015.
- ii Cllrs J Angold-Stephens, Copland, House and C C Pond would form the working party.
- iii the working party would report to the next meeting of this Committee.

**EH154 Future Work of the Committee**

The Committee suggested the following topics for future consideration:

- (1) Sponsorship (including additional flower baskets) – Cllr Davies to prepare a report.
- (2) Residential precincts – Cllr Pewsey to prepare a report for consideration initially by the Planning and Licensing Committee.

**Signed**.....  
**Date:** 2<sup>nd</sup> February 2011

*THESE MINUTES NOT YET CONFIRMED*

**LOUGHTON TOWN COUNCIL**

**ENVIRONMENT AND HERITAGE COMMITTEE**

**MINUTES of the meeting held on Wednesday 2<sup>nd</sup> February 2011 at 7.45 p.m. at 1 Buckingham Court.**

**Present**

**Councillors:** C P Pond (in the Chair) T Frankland P House  
C Davies R Law (until Min no EH164) T G Owen  
L Howe C C Pond  
S Pewsey

**Also in attendance:**

**Councillors:** D J Wixley

**Officers:** E K Walsh (Town Clerk)  
J Innis (Committee Clerk)

**EH155 Apologies**

No apologies were received. Cllr Wixley had been substituted for Cllr House but as Cllr House was in attendance at the meeting and Cllr Wixley waived his voting rights, the Committee AGREED that the substitution should fall.

**EH156 Confirmation of Minutes**

The Minutes of the meeting held on 13<sup>th</sup> October 2010 were amended at minute no EH152, in the fourth line to delete Rectory Lane and insert Chigwell Lane. The minutes were CONFIRMED as a correct record and signed by the Chairman.

**EH157 Public Representations**

It was NOTED that a member of the public wished to address the Committee regarding Agenda item 7.1.

**EH158 Declarations of Interest**

Cllr C C Pond declared a personal but non prejudicial interest in Agenda items 5.1, 5.2, 5.4, 5.7, 7.1, 7.2 and 9 as a member of Essex County Council, and Agenda items 5.3 and 5.6 as Chairman of the Loughton and District Historical Society.

Cllr House declared a personal but non-prejudicial interest in Agenda item 5.3 as a resident of Baldwins Hill.

Cllr Wixley declared a personal but non-prejudicial interest in Agenda items 5.2, 7.1 and 7.2 as a member of the Epping Forest District Local Highways Panel.

Cllrs C C Pond and C P Pond declared a personal but non-prejudicial interest 5.3 as residents in a conservation area.

The Committee AGREED to bring forward item 7.1 as a member of the public wished to address the Committee regarding the Earls Path Action Group proposal.

**EH159 Highways Issues**

**159.1 Earls Path Action Group proposal**

The Chairman thanked the speaker, Mr Trevor Downing, for his report.

Cllr Frankland declared a personal but non-prejudicial interest as he was the owner of a property in Smarts Lane.

The Committee expressed sympathy for the residents of the area suffering disturbance from the increasing levels of non-local traffic using the narrow residential roads of Forest Ward between Epping New Road and Loughton High Road.

It was AGREED to:

- i write to the Highways Liaison Officer at West Area Highways enquiring why the Action Group had not received a reply to its letter submitted in March 2010; and
- ii approach Highways Officers for advice on possible new signage to reduce non-local traffic in this residential area and set up a meeting with them to be attended by the Chairman and Vice Chairman of the Committee and the Town Clerk.

#### **EH160 Matters for Report**

##### **160.1 Bus Shelters – Min no EH145.1**

The Committee NOTED the report.

##### **160.2 Salt and Grit bins – Min no EH145.2**

The Committee NOTED the report and thanked the Town Council staff for their hard work in restocking the bins. The Committee would consider matters further when the County Council had published its Winter Service review later this year.

##### **160.3 Conservation Areas – Character Appraisals and Management Plans for Baldwins Hill, Staples Road and York Hill – Min no EH145.3**

The Committee NOTED the responses to the article in the Winter edition of Think Loughton inviting comments on the removal of the bench in York Hill. It was recognised the seat was of value to pedestrians as a resting place on the hill but that it also attracted anti-social behaviour.

Subject to the Town Clerk investigating whether permission was granted by the appropriate landowner for the original installation of a bench in 2006, the Committee AGREED to replace the existing bench with a Hornbeam single plank bench, as preferred by the Epping Forest Conservators, and to consider the replacement of the litter bin with something more appropriate for the conservation area at the next meeting. Local residents would be informed of the Council's intentions before changes were made.

##### **160.4 Highways Community Infrastructure Fund – Sustainable School Travel – Min no EH145.4**

The Committee NOTED the responses from the schools.

##### **160.5 Christmas Best Dressed Window Competition – Min no EH145.5**

The Committee NOTED the report on the success of the 2010 competition.

##### **160.6 Heritage Open Days – Min no EH145.6**

The Committee NOTED that the dates for the 2011 events had been confirmed as 8<sup>th</sup> – 11<sup>th</sup> September and that the Loughton Cemetery and Chapel would be open from 1pm – 4pm on Sunday 11<sup>th</sup> September.

Cllr C C Pond reported he hoped there would be a bus rally again this year during the event.

**160.7 Bus Services – Min no EH149**

The Committee NOTED the report regarding the withdrawal of the H1 (Saturday only) service and the advent of the new X5 service.

Cllr C C Pond reported there would be a Sunday only mini bus service serving Loughton, High Beech and Chingford during the summer months.

**160.8 Cemetery Issues – Min no EH150**

The Committee NOTED that proposals for the extension/renewal of the period of entitlement for cremated remains plots would be submitted to a future meeting of the Committee.

**160.9 A Community Tree Strategy for Loughton – Min no EH151**

The Committee NOTED the report and that displays on the strategy would be mounted at the Loughton Farmers' Market and the Annual Town Meeting. Councillors were encouraged to complete the survey form.

**160.10 Allotment management – Min no EH153**

The Committee NOTED the report of the Working Party's inspection of the Roding Road allotments and accepted its view that the site was well managed by the Roding Road Allotment and Leisure Gardens Association. The Town Clerk awaited sight of the allotment register.

**EH161 Financial Position**

The Committee NOTED the current financial position.

**EH162 Highways issues**

**162.2 Debden Lane Traffic Order**

The Committee considered the Essex County Council's speed limit proposals for this section of Debden Lane and Loughton Lane.

It was AGREED to OBJECT to the making of this Traffic Order in its present form, instead advocating a 30mph limit for the whole section of road.

**EH163 Light up a Life**

**163.1 Christmas lights on Kings Green**

The Committee NOTED the report regarding the problems with the electricity supply box. Concern was expressed regarding the durability of the lighting and a report with recommendations would be made to a future meeting of the Committee.

**163.2 Annual Light up a Life event**

The Committee NOTED the report and thanked the officers for the work they put into this event. In view of the increasing level of the Council's involvement, it was AGREED to write to St Clare informing them that the Council valued the event but, in view of the amount of officers' time involved, the Town Council's part should receive more promotion.

Cllr Law left the meeting.

**EH164 Essex Local Transport Plan consultation**

The Committee NOTED the report and members were urged to respond to the consultation individually before the closing date of 11<sup>th</sup> February 2011.

The Town Clerk, in consultation with the Vice Chairman, would prepare the Council's response based on the concerns raised.

**EH165 Future Work of the Committee**

No items were raised.

**Signed**.....  
**Date:**                   **30<sup>th</sup> March 2011**