

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

MINUTES of the meeting held on Wednesday 28th July 2004 immediately following the Extraordinary Council Meeting at 7.30 pm at 1 Buckingham Court.

Present

Councillors: J L Woods (in the Chair)
M R M A Chalk M L Daniel J Davis
R J Pennington C C Pond

Also in attendance:

Councillors: K E Angold-Stephens J Benjamin R E Brookes
S M Harper W T Lattimore E C Murphy
R E Pearce C P Pond D J Wixley

Officers: L R Fuller (Town Clerk)
J M Innis (Committee Clerk)

1 member of the public

1 member of the press

E1 Apologies

Apologies were received from Cllr S Pewsey.

E2 Confirmation of Minutes

The Minutes of the meeting held on 31st March 2004 were CONFIRMED as a correct record and signed by the Chairman.

E3 Declarations of Interest

Cllr C C Pond declared a personal but non-prejudicial interest in Agenda item 7 – List of Buildings of Local Architectural or Historic Interest.

E4 Matters for Report**4.1 Drinking Fountain – Min. no. E240.1**

The Clerk reported that the water supply to the fountain and the subsequent leak had been resolved but the District Council had not yet assigned the lease to the Town Council.

Thanks were expressed to Paul Roden for his hard work to resolve the connection of the water supply and other staff members for their hard work in this matter.

4.2 Conservation Area – Min. no. E246

The Committee noted the report.

E5 Current Financial Position**5.1 End of Year 2003/04**

The Committee noted the end of year report. It was agreed to request Finance and General Policy Committee to take £15,000 from general reserves to put in an earmarked reserve for the new cemetery.

5.2 Current Financial Position 2004/05

The Committee noted the current financial position.

E6 Winter Service Review

The Committee commented on the questionnaire already circulated. Members were asked for final comments to be with the Clerk by 29th July 2004.

E7 List of Buildings of Local Architectural or Historic Interest

Cllr C P Pond declared a personal interest as her house was a listed building. It was agreed that the Broadway should be included on the list. Members were asked to send any further buildings with exact addresses and why they met the assessment criteria to the Clerk by 13th August 2004.

E8 Willingale Road Playing Field Working Group

The Committee AGREED the following members to sit on the Management Committee:

Cllr M L Daniel
Cllr J Davis
Cllr P S Sheen
Cllr D J Wixley
Cllr J L Woods

E9 Parking Orders

A number of comments were made about the proposals and these would be forwarded to Epping Forest District Council. In particular, the Committee felt that the scheme for Roding Road/Roding Gardens should be halted and completely re-thought.

E10 Loughton's railway

The Committee agreed to suggest to London Underground Limited, Buckhurst Hill Parish Council and London Borough of Redbridge that an event should be held in August 2006 commemorating the 150th anniversary of Loughton's railway. Cllr C C Pond would supply possible wording for a letter.

E11 Accounts for Payment

The following accounts for payment were approved:

Cheque no.	Payee	Purpose	VAT	Gross Amount
2174	Zurich Insurance Company	Additional premium re K Hall hirers public liability		261.89
2175	Essex County Council	WRPF grounds maintenance (June 2004)	116.71	783.63
2176	Hagemeyer (UK) Ltd	Park warden supplies	2.59	17.39
2177	Epping Forest District Council	Rates; RVRec Ch Rms, K Hall, WRPF Ch Rms, Buck Crt		1203.00
2178	British Gas Trading Ltd	Buckingham Court	2.25	47.40
2179	Acumen Wages Service	Payroll (July)	3.06	20.56
2180	Foskett Marr Gadsby & Head	Traps Hill Playground Land Registry fee		40.00
2181	EALC	Training course fee 14 July 2004		39.00
2182	Roger Pearce	Members' allowances/expenses		44.37
2183	Joan Davis	Members' allowances/expenses		3.79
2184	Suzanne Harper	Members' allowances/expenses		23.90
2185	Epping Forest District Council	Refuse collection, Cemetery & Kingsley Hall	15.05	101.05
2186	British Gas Trading Ltd	Kingsley Hall	7.03	147.76
2187	EALC	Training course		50.00

2188	Abbey Fire	Fire extinguisher service KHall & Buck Crt	11.38	76.38
2189	Staples	Stationery	2.45	16.44
2190	Arwin Services	Buck Crt cleaning	46.38	311.38
2191	Zurich Insurance Company	LCAS subscription	23.63	158.63
2192	Abbey Fire	Fire blanket sign	0.88	5.88
2193	Cash	Reimburse petty cash	5.96	66.52
2194	Foskett Marr Gadsby & Head	Traps Hill Playground additional Land Registry fee		80.00

Signed.....
Date: 27th October 2004

LOUGHTON TOWN COUNCIL

ENVIRONMENT, HERITAGE AND LEISURE COMMITTEE

MINUTES of the meeting held on Wednesday 27th October 2004 at 7.45 p.m. at 1 Buckingham Court.

Present

Councillors: J L Woods (in the Chair)
M L Daniel J Davis R J Pennington
S Pewsey C C Pond

Also in attendance:

Councillors: R E Pearce D J Wixley

Officers: L R Fuller (Town Clerk)
E K Walsh (Deputy Town Clerk)

E12 Apologies

Apologies for absence were received from Cllr M R M A Chalk.

E13 Confirmation of Minutes

The Minutes of the meeting held on 28th July 2004, amended at minute no. E3 and E7 from those circulated, were CONFIRMED as a correct record and signed by the Chairman.

E14 Declarations of Interest

Cllr Davis declared personal but non-prejudicial interests in Agenda item 7, the NACRO project and Agenda item 12, Christmas lights.

Cllr Pond declared a personal but non-prejudicial interest in Agenda item 4, Matters for Report, regarding the List of Buildings of Local Architectural or Historic Interest.

E15 Matters for Report

15.1 Drinking Fountain – Min. no. E4.1

The committee noted that the papers to assign the lease to the Town Council from Epping Forest District Council had been signed by the Town Council, but that the signed counterpart from the Epping Forest District Council is awaited.

15.2 Loughton's Railway – Min. no. E10

The committee noted that the London Borough of Redbridge and Epping Forest District Museum have both responded positively to the Town Council's letter about marking the 150th Anniversary of the railway to Loughton, and that they will be looking at the possibility of mounting exhibitions.

15.3 Heritage Plaques – Min. no. E230

The Clerk reported that the George Pearson plaque had been mounted on the wall of Staples Road Junior School.

15.4 New Cemetery – Min. no. E189

The Clerk reported on her visit to Lady Whitaker's Mead with the Aborigicultural Officer from Epping Forest District Council and the committee noted that a planning application for change of use would soon be made.

15.5 List of Buildings of Local Architectural or Historic Interest

Councillor C C Pond, in his role as Chairman of the Loughton and District Historical Society, reported on his discussions with the Conservation Officer from Epping Forest District Council.

E16 Current Financial Position

The Committee noted the current financial position.

E17 Willingale Road Playing Field Management Committee

A report of the recent meeting of the Management Committee was received. A report on the possibility of re-tendering the maintenance contract would be made to a future meeting of this committee.

E18 NACRO Project

The committee AGREED to allow free use of the Willingale Road Playing Field and changing rooms for a three-month trial period by the Epping Forest and NACRO Community Sports and Leisure Project on Wednesdays from 4 – 6 p.m. It was noted that the Town Council would be incorporated as a partner in the scheme.

E19 Motorcycles on Roding Valley Recreation Ground

The committee AGREED to host a public meeting in Spring 2005, with all other interested parties also attending, to talk to local residents about problems with motorcycles on the Recreation Ground.

E20 Skateboard facility

The Clerk reported on recent discussions held with Epping Forest College to reach agreement over the size and location for the skateboard facility in the college grounds.

E21 Playgrounds

A report on the history and background of the playgrounds operated by the Town Council was received. Details of the programme of works to be carried out this financial year were presented.

The committee AGREED that £20,000 should be included in the budget for 2005-06 to allow a rolling programme of repair or replacement works to be carried out.

E22 Fees for football facilities

A report on the fees charged by the Town Council for football at both the Roding Valley Recreation Ground and the Willingale Road Playing Field was received. A breakdown of expenditure for both sites was requested for consideration at the next meeting of the committee.

E23 Christmas Lights 2004

It was AGREED to support both the Loughton Broadway and Loughton High Road Town Centre Partnerships in their Christmas lighting schemes for December 2004 and to award grants of £900 to both organisations towards the cost.

E24 Public Convenience – The Broadway

The committee requested that information be obtained on the costs of upgrading the disused toilet located in an alleyway off the south-side of the Broadway to a disabled facility, together with the likely future operation costs.

E25 Committee Priorities

The committee reviewed its priority list and AGREED an amended list as shown below:

Current Priority	Revised Priority	Main Function	Greater Detail/Current Position
On-going activities	High		
	High	Running the committee	Agenda, reports, research, minutes, finance, admin
	High	Open spaces	Maintenance
	High	Cemetery	Burials, administration, maintenance
	High	Playgrounds	Maintenance
	High	Heritage plaques, drinking fountain, noticeboards and other street furniture	Installation and maintenance
	High	Allotments	Lettings, licences, admin.
	High	Willingale Road Playing Field and Roding Valley Recreation Ground	Football lettings, maintenance, works
	High	Responding to consultations	Variable
	High	Any other matters within the committee's terms of reference	
Current activities			
	1	Lady Whitaker's Mead	Development of new cemetery
	2	Skateboarding facility	Negotiations with Epping Forest College
	3	Willingale Road allotments	Transfer from EFDC
	3	WWII civilian memorial plaque	In progress
	4	Naming of alleyways	Awaiting EFDC
	5	Environmental improvements (EFDC)	Awaiting EFDC
	5	R V Rec Gd – colts pitch for Roding Valley Cricket Club	Awaiting EFDC to issue licence
	6	R V Rec Gd legal status	Negotiations with EFDC continuing
	6	Loughton Brook (Gateway project)	Awaiting next approach from Gateway team
	6	Playground works	Programme in place
	7	Additional street cleansing requested by EHL	No further action taken

E26 Draft Budget for 2005/06**26.1 Income**

It was AGREED to increase the fees and charges for 2005/06 for the following items by 3.1%:

- football on the Roding Valley Recreation Ground and Willingale Road Playing Field
- allotments at Pyrles Lane
- vehicle access licences on Roding Road allotment site
- cemetery

However, the fees for a funfair on the Roding Valley Recreation Ground would not be subject to an increase.

With regard to football facilities on Roding Valley Recreation Ground and to remove some of the anomalies, the Committee AGREED the following charging system for use with effect from the 2005/06 season:

The charge to be agreed will be based on X (one pitch, full 32 week season, every week) and Y (one changing room, full 32 week season, every week).

The other charges will be consequent upon these:

One pitch, full season, alternate weeks	60% of X
One changing room, full season, alternate weeks	60% of Y
Casual bookings:	
pitch	$\frac{X}{32} \times 2$
changing room	$\frac{Y}{32} \times 2$
Mini-pitch (2 short duration matches, back-to-back)	45% of full size pitch charge

26.2 Expenditure

The committee AGREED to the following:

- A. Transfer the balance of £3,775 in the earmarked reserve for the restoration of the drinking fountain to increase the contingencies budget in 2005/06.
- B. Allow a sum of £10,000 towards works at the Willingale Road allotments when the land transfer has been completed.
- C. Allow a sum of £50,000 to set up a fund for the setting up of the new cemetery
- D. Allow a sum of £20,000 for playgrounds works
- E. Include a new budget heading for a replacement fund for the vehicle

The Estimates for 2005/06 were AGREED as follows:

	Income	Expenditure	Transfer from reserves
Street furniture and lighting		10,000	1,000
Allotments	120	11,000	
Roding Valley Rec. Gd.	5,100	115,000	6,000
Playgrounds		43,000	8,000
Open Spaces		13,000	
Cemetery	14,000	44,000	2,000
Skateboarding facility – Capital costs		32,000	27,000
Skateboarding facility – Revenue costs		1,000	
Land purchase and loan		11,000	
Willingale Road Playing Field	4,600	59,000	40,000
Lady Whitaker's Mead/new cemetery		50,000	
Vehicle replacement		1,000	
General		500	
Contingencies		5,775	3,775
Service costs		TBC	
Total	23,820	396,275	87,775

E27 Accounts for Payment

The following accounts for payment were approved:

Cheque no.	Payee	Purpose	VAT	Gross Amount
2283	Suzanne Harper	Members' allowances/expenses		25.00
2284	Roger Pearce	Members' allowances/expenses		26.85
2285	Ken Angold-Stephens	Members' allowances/expenses		70.96
2286	Rosemary Brookes	Members' allowances/expenses		19.50
2287	David Wixley	Members' allowances/expenses		26.74
2288	A to Z Supplies	Stationery	0.95	6.38
2289	London Energy plc	Kings Green	1.27	26.61
2290	LWC Engineering	Gate repairs, Westall Road playground	10.15	68.15
2291	Parker Merchanting	Cemetery supplies	18.78	126.07
2292	N E Mental Health Partnership NHS Trust	Refund for Kingsley Hall booking		80.46
2293	Essex County Council	WRPF grounds maintenance	120.20	807.03
2294	British Gas Trading Ltd	Buckingham Court	0.78	16.46
2295	Wicksteed Leisure	Playground swing equipment	21.46	144.07
2296	Staples	Stationery	2.23	14.98
2297	EFDC	Rates; RV/Rec Ch Rms, K Hall, WRPF Ch Rms, Buck Crt		1203.00
Tfr	No2 a/c (Oct 04)	Reimburse imprest		15,869.14
2298	Vaughtons	New bars for Deputy Town Mayor's and past town mayors' badges	14.21	95.41
2299	Arwin Services	Cleaning at Buck Ct	46.38	311.38
2300	Mr Leslie Hall	Grave digging		1,855.00
2301	J McLintock & Sons Ltd	Burst water pipe repairs at cemetery	34.62	232.48

2302	Royal Mail	Postage		250.00
2303	Timpson Limited	Best Dressed Window competition cup	7.45	49.99
2304	EFDC	Planning application fees for new cemetery		110.00

Signed.....
Date: 26th January 2005

LOUGHTON TOWN COUNCIL
ENVIRONMENT, HERITAGE AND LEISURE COMMITTEE

**MINUTES of the meeting held on Wednesday 26th January 2005 at 7.45 pm
1 Buckingham Court.**

Present

Councillors: J L Woods (in the Chair)
M R M A Chalk J Davis R J Pennington
S Pewsey C C Pond

Also in attendance:

Councillors: R E Pearce P S Sheen (from Min. no. E.31.4)

Officers:

L R Fuller (Town Clerk)
J M Innis (Committee Clerk)

1 member of the press

E28 Apologies

No apologies for absence had been received.

E29 Confirmation of Minutes

The Minutes of the meeting held on 27th October 2004 were CONFIRMED as a correct record and signed by the Chairman.

E30 Declarations of Interest

No Declarations of Interest were made.

E31 Matters for Report
31.1 Drinking Fountain – Min. no. E.15.1

The Committee noted the report.

31.2 New Cemetery – Min no. E.15.4

The Committee noted the report.

31.3 Skateboard facility – Min. no. E.20

The Committee noted the report.

Cllr P S Sheen joined the meeting.

31.4 Public Convenience in the Broadway – Min. no. E.24

Cllr J Davis was disappointed at the report as older people do not like to use the automatic toilets which have replaced the traditional toilets. There being no budgetary provision for 2004/05 and 2005/06 the officers were asked to obtain a more precise figure for consideration.

31.5 Environmental Improvements

Cllr C C Pond declared a personal but non-prejudicial interest as he lives in Staples Road.

The Committee noted the report. The Clerk further reported that it appeared that the town council's financial contribution had not been taken into account by the District Council so additional posts could be provided.

31.6 Willingale Road Playing Field Management Committee

The Committee noted the report.

31.7 Highway Seats

The Committee noted the report.

E32 Current Financial Position

32.1 The Committee noted the current financial position.

32.2 Estimates for 2005/06

The Committee considered the purpose to which the additional money put into the street furniture budget could be put. The condition of the noticeboards used by the Town Council around the town and possible repairs, the installation of alleyway name plates and providing more salt/grit bins were discussed. The Clerk was requested to prepare a report on costs.

E33 Naming of Alleyways

The Committee AGREED to the conditions laid down by the District Council contained in the report.

E34 Teen Shelter – Reference from Community Committee

The Committee was in favour of a teen shelter and AGREED that the Roding Valley Recreation Ground should be looked at as a possible site. Epping Forest District Council was likely to make some funds available to local councils, and could be asked to finance a teen shelter and multi-sport area.

E35 Willingale Road Allotments

Cllr P S Sheen reported briefly on the arrangements to move plotters to the south of the site.

Cllr P S Sheen declared a personal and prejudicial interest as he is a member of the committee of the Debden Horticultural and Allotments Society and his brother is chairman and withdrew from the meeting.

The Committee AGREED

- (1) it wished Debden Horticultural and Allotments Society to continue to manage the allotment site.
- (2) to appoint Debden Horticultural and Allotments Society as managers of the site. Chairman and Vice Chairman of the Committee and local ward member, Cllr J Davis, and the Town Clerk to form a working party and draw up terms of appointment of the Society.

Cllr P S Sheen re-joined the meeting.

E36 Expenditure on football facilities – Min. no. E22

Cllr P S Sheen declared a personal but non-prejudicial interest in football on Willingale Road Playing Field as a user of the pitches.

The Committee noted the report.

E37 Maintenance of Willingale Road Playing Field

When the lease of the Roding Valley Recreation Ground is completed there would be a review of all the grounds maintenance arrangements. It was AGREED not to put the maintenance arrangements for Willingale Road Playing Field out to tender at the present time and to continue with the present situation.

E38 Epping Forest District Council proposed refuse collection

The Committee regretted the District Council's decision to collect refuse on a fortnightly basis and noted the policy for more recycling. The Committee requested the Clerk to make the views of the Committee known to the District Council that residents of flats and terraced houses without rear access to the property should continue with a weekly black sack collection and, to encourage recycling, the wheeled bin size should be 140 litres.

E39 Heritage Plaques 2005/06

The Committee noted the criteria for heritage plaques.

Cllrs C C Pond and S Pewsey put forward the following names for heritage plaques: Dick Turpin, Highwayman; Lady Mary Wroth, novelist; James Cubitt, architect; Samuel Hazzeldine Warren, science of pre-history, Millais Culpin, psychologist and Sir Frank Baines, expert on ancient buildings.

Cllr C C Pond will prepare a report for consideration by the Committee.

E40 Accounts for Payment

The following accounts for payment were approved:

Cheque no.	Payee	Purpose	VAT	Gross Amount
DD	Compuserve	Subscription (December 04)		15.58
2388	TBS Hygiene	Bin emptying at RV Rec	11.02	74.02
2389	Printing Supplies	Toner cartridges	5.61	37.66
2390	Becker Tree Contracts Ltd	Works at cemetery	26.25	176.25
2391	Essex County Council	WRPF grounds maintenance	120.20	807.03
2392	London Energy Plc	Buck Crt, KHall and former URC site	15.57	327.02
2393	Greenside Landscapes	Works at Pyrles Lane allotments, Kings Green & RVRec car park	133.00	893.00
2394	Thames Water Utilities Ltd	RVRec changing rooms		14.19
2395	Suzanne Harper	Members' allowances/expenses		25.00
2396	Roger Pearce	Members' allowances/expenses		19.50
2397	Ken Angold-Stephens	Members' allowances/expenses		19.50
2398	David Wixley	Members' allowances/expenses		19.50
2399	Acumen Wages Service	Payroll (January)	4.77	32.02
2400	British Gas	Kingsley Hall	60.51	406.36
2401	Hagemeyer UK Ltd	Cemetery & Parks and Amenities Warden supplies & equip for KHall	14.89	99.89
2402	A to Z Supplies	Stationery, Parks and Amenities Warden supplies	13.85	93.05
2403	Cash	Reimburse petty cash	9.17	87.20
Tfr	No2 a/c (Jan 05)	Reimburse imprest		15,785.25

Signed.....

Date: 23rd March 2005

LOUGHTON TOWN COUNCIL

ENVIRONMENT, HERITAGE AND LEISURE COMMITTEE

MINUTES of the meeting held on Wednesday 23rd March 2005 at 7.45 pm at 1 Buckingham Court.

Present

Councillors: J L Woods (in the Chair)
M L Daniel R J Pennington
S Pewsey C C Pond

Also in attendance:

Councillors: R E Pearce P S Sheen D J Wixley

Officers: L R Fuller (Town Clerk)
J M Innis (Committee Clerk)

2 members of the public (from minute no. E43)

1 member of the press

E41 Apologies

Apologies for absence had been received from Cllr M R M A Chalk.

E42 Confirmation of Minutes

The Minutes of the meeting held on 26th January 2005 were CONFIRMED as a correct record and signed by the Chairman.

E43 Declarations of Interest

Cllr C C Pond declared a personal but non-prejudicial interest in Agenda item 4.6, Environmental Improvements, as he lives in Staples Road.

E44 Matters for Report

44.1 Motorcycle nuisance on Roding Valley Recreation Ground – Min. no. E19

The Committee noted the details of the public meeting.

44.2 Drinking Fountain – Min. no. E31.1

The Committee noted the assignment of the lease had been completed.

44.3 New Cemetery – Min no. E31.2

The Committee noted the report.

44.4 Skateboard facility – Min. no. E31.3

The Committee noted the report and that a piece of land to be used had been identified.

44.5 Public Convenience in the Broadway – Min. no. E31.4

The Committee noted the report and AGREED to operate the facility for a six month trial period at a cost of £1,075, to be taken from the contingency budget. The facility will not be promoted with disabled access and will continue to be operated with a radar key with details of how members of the public can obtain a key. Its long term future will be reviewed at the committee's autumn meeting.

44.6 Environmental Improvements – Min no. E31.5

The Committee noted the report.

- 44.7 Estimates for 2005/06 – Min. no. E32.2**
The Committee noted the report on costs for noticeboards, salt/grit bins and alleyway nameplates.
It was AGREED to supply and install six salt/grit bins from the funds available, the locations to be agreed by the Chairman and Vice Chairman from the outstanding list of sites requested. It was also AGREED to erect alleyway nameplates with the remaining funds available, the locations to be agreed between the Chairman and Vice Chairman.
- 44.8 Playground Works**
The Committee noted the report.
- 44.9 Cranleigh Gardens car park (Roding Valley Recreation Ground)**
The Committee noted the report and the Clerk reported the boot brush/scrapper had now been installed.
- 44.10 Lease for Roding Valley Recreation Ground**
The Committee noted the report.
- 44.11 Refuse collection**
The Committee noted Epping Forest District Council's response to its comments on the size and suitability for some properties of wheeled bin refuse collection.
- 44.12 Loughton Hall**
The on-going negotiations between the College and the mental health trust, AIM, were discussed. The Town Council remains interested in the building's future and would like an informal meeting with the college.
- E45 Current Financial Position**
The Committee noted the current financial position.
- E46 Teen Shelters – Min no. E.34**
The Committee noted the report. The proposed locations for the teen shelters were discussed and consideration given to the proximity to housing. It was AGREED to apply to Epping Forest District Council for funding for three teen shelters and litter bins but to move slightly the locations of two shelters.
- E47 Heritage Plaques 2005/06 – Min no. E.39**
The Committee noted the report and it was AGREED to install heritage plaques to commemorate Samuel Hazzeldine Warren, James Cubitt and Millais Culpin with Sir Frank Baines as a reserve.
- E48 Memorial plaque to civilian war dead**
The plaque is to be installed on Loughton Police Station and the Committee AGREED to hold a small unveiling ceremony with light refreshments to follow. The date of the unveiling and the venue for the refreshments were to be agreed. The refreshments would be funded out of the Town Mayor's expenses.
- E49 Essex Minerals and Waste Development Framework**
The Committee noted the report and had no comments to make on the consultation document.
- E50 M11 London to Cambridge Route Management Strategy**
The Committee noted the consultation. It was agreed that before any decisions are made about access at Loughton (junction 5) a full traffic management survey should be carried out to look at the impact on the local environment. It is also necessary to consider the environmental impact of the M11 on Epping Forest. The quiet surfacing which was supposed to be laid between junctions 4 and 5 should be done as soon as possible.

E51 Litter – reference from Community Committee

The Committee noted the reference from Community Committee. It was agreed that Epping Forest District Council should be asked how frequently the area round Loughton Station for which it is responsible was supposed to be cleaned.

The suggestion for a “litter day” was noted; Junior and Senior Schools should be included. The Chairman of this Committee and of the Community Committee would discuss how to proceed and draw up proposals for a litter action day, with practical ways to involve young people.

E52 Removal of highway seats

The meeting was adjourned while the members were addressed by a member of the public. This was agreed as a one off special case and did not set a precedent for adjournments in future.

The Committee noted the agenda report.

Cllr D J Wixley had visited the site at Highwood Lane, reported his findings and suggested moving the seating to alternative sites on the Roding Valley Recreation Ground which he would identify to the officers.

It was AGREED to move the benches to a place on the Roding Valley Recreation Ground, sufficiently away from the houses, to be determined by the officers.

The cost of the work would be met from any underspend in this year’s street furniture budget.

E53 Accounts for Payment

E53.1 The following accounts for payment were approved:

Cheque no.	Payee	Purpose	VAT	Gross Amount
DD	Compuserve	Subscription (February)		15.61
2449	J McLintock & Sons Ltd	Cemetery water supply repairs	59.33	398.33
2450	Thames Water Utilities Ltd	KHall		64.59
2451	Glenny	Buck Crt service charge	105.31	707.10
2452	Public Works Loans Account	Community Centre		18295.62
2453	AtoZ Supplies	Supplies & stationery	22.23	149.27
2454	RBS Auditing Solutions	Interim internal audit fee 04/05	56.00	376.00
2455	Royal Mail Group plc	Newsletter delivery		622.91
2456	Essex County Council	WRPF grounds maintenance	120.20	807.03
2457	Arwin Services	Cleaning at Buck Crt & KHall	109.38	734.38
2458	Cash	Reimburse petty cash		138.94
2459	BEW Electrical Distributors Ltd	Buck Crt light fitting	6.19	41.56
2460	CPRE	Subscription		25.00
2461	Acumen Wages Service	Payroll (March)	3.55	23.80

Tr	No. 2 a/c (Mar 05)	Reimburse imprest	15,651.29
E53.2 The Committee noted the following payment made between meetings as a matter of urgency			
308	D W FitzSamuel-Nicholls	Stationery	30.00

Signed.....
Date: 8th June 2005