
LOUGHTON TOWN COUNCIL

ENVIRONMENT HERITAGE AND LEISURE COMMITTEE

Minutes of the Meeting held on Wednesday 24th June 1998 at 7.30 pm at Kingsley Hall.

Present:

Councillors: F E Marshall (in the Chair)

| | | |
|-----------------|-----------------|-----------------|
| Mrs J M Barnett | C C Pond | Mrs B R Saggars |
| P J Sare | Mrs J P Woodman | |

Also in attendance:

| | | |
|--------------------------|----------------|---------------|
| Councillors: E V Boatman | Mrs S M Harper | M W Juniper |
| Mrs P Meadows | S W Murray | Mrs J Ormston |
| R E Pearce | | |

Officers: L R Fuller (Town Clerk)

E76 Apologies for Absence

Apologies for absence were received from Cllr R H Eveleigh.

Cllr Marshall recorded his thanks to Cllr Eveleigh for chairing meetings of the Committee.

E77 Confirmation of Minutes

The Minutes of the meeting held on 8th April 1998 were confirmed as a correct record and signed by the Chairman.

E78 Matters for Report

78.1 Skateboarding Facility – Min. no. E69.4

The Committee NOTED that the process of the land at Willingale Road being declared surplus to Essex County Council Education requirements had commenced, and the Town Council's interest in acquiring the land had been recorded.

78.2 Parking on Pavements – Min. no. E69.6

Cllr Ormston gave further information about the legal position. It was AGREED that a further letter be sent to the police, and in view of the impending transfer of Loughton to the Essex Police, to commence a dialogue with Essex County Council Highways Department about introducing a traffic regulation order.

78.3 Loughton Hall – Min. no. E71

The Committee NOTED that the arrangements to continue the discussions with the Debden Community Association and E15 Acting School were in hand.

78.4 Milestones – Min. no. E73

Cllr Sare reported that the refurbishment had been interrupted by bad weather but would soon be complete.

78.5 Heritage Plaques

Cllr Pond reported that English Heritage was unveiling a plaque to W W Jacobs on 1st July, and he was trying to co-ordinate an event for the Loughton plaque at the same time.

E79 Current Financial Position

The current financial position was NOTED. The legal position on the seats required urgent resolution.

E80 Transfer of Roding Valley Recreation Ground

It was AGREED that a joint management body was acceptable in principle, although a number of details required resolution. As the District Council would not be committing any finance, its role should be confined to a non-voting advisory capacity. The Town Council would still wish the freehold of the land to be transferred to them. The Chairman and Vice-Chairman of the Committee and the Vice-Chairman of the Council were nominated as representatives, with Cllr Sare as a substitute.

E81 Roding Valley Cricket Club

It was AGREED not to agree this request while the position on the transfer and management of Roding Valley Recreation Ground was still unclear.

E82 Loughton Cemetery

It was AGREED that the residents' fee for a memorial application will apply if the deceased was a Loughton resident.

E83 Football on Roding Valley Recreation Ground

The terms and conditions for hire of the football pitches and changing rooms were NOTED.

E84 Hanbury Park Open Space/Playground

The Committee AGREED in principle to accept the freehold of the open space, but not until it was brought up to a standard acceptable to the Town Council. It was also AGREED to accept the offer of the piece of equipment which was to be removed. Possible sites included the Roding Valley Recreation Ground, Hillyfields, and the potential Willingale Road site.

E85 Roding Road Allotments

Cllr Boatman declared a non-pecuniary interest as he is a member of the Management Committee.

The principle of continuing the management of the allotments by the Association was AGREED. However, the terms of the agreement will require revision. A site meeting with the Association would be arranged.

E86 Review of Essex County Youth Service 1998

The lack of a County youth service made it difficult to respond to this questionnaire, but a response would be made to Essex County Council.

E87 Accounts for Payment

87.1 The following accounts for payment were APPROVED:

| Cheque no. | Payee | Purpose | VAT | Gross Amount |
|-------------------|---------------------------------------------|-------------------------------------|------------|---------------------|
| 272 | Sage Group plc | Computer Software | 11.17 | 75.00 |
| 273 | Andrews | Fixing of Commemorative Plaques | 10.50 | 70.50 |
| 274 | Hertfordshire Photographic Services | Inaugural photograph of the Council | 1.75 | 11.76 |
| 275 | Epping Forest Safer Communities Partnership | Graffiti Removal Scheme | 39.20 | 263.20 |
| 276 | L Hall | Grave digging | 0.00 | 330.00 |
| 277 | Markfield Funeral Directors | Engrave plot number | 0.00 | 10.00 |
| 278 | Essex County Council | Office Furniture & Equipment | 396.36 | 2661.22 |
| 279 | Zurich Municipal | Seminar Fee | 8.75 | 50.00 |
| 280 | Thames Water Utilities | Cemetery water usage | 0.00 | 106.80 |
| Transfer | No. 2 Account | Reimburse imprest | 0.00 | 6609.78 |

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

| | | | | |
|-----|----------------------|-------------|------|------|
| 066 | Newsquest London Ltd | Photographs | 0.00 | 9.50 |
|-----|----------------------|-------------|------|------|

Signed.....

Date.....

LOUGHTON TOWN COUNCIL
ENVIRONMENT HERITAGE AND LEISURE COMMITTEE

Minutes of the Meeting held on Wednesday 30th September 1998 at 7.30 pm at Kingsley Hall.

Present:

Councillors: F E Marshall (in the Chair)

R H Eveleigh

C C Pond

Mrs J P Woodman

Also in attendance:

Councillors: E V Boatman

Mrs S M Harper

L J Harris

M W Juniper

A T Lee

Mrs P Meadows

S W Murray

Officers: L R Fuller (Town Clerk)

E88 Apologies for Absence

Apologies for absence were received from Cllrs Barnett, Sagers and Sare.

E89 Confirmation of Minutes

The Minutes of the meeting held on 24th June 1998 were confirmed as a correct record and signed by the Chairman.

E90 Matters for Report
90.1 Loughton Pump – Min. no. E69.1

The Committee NOTED the progress towards installing the pump.

90.2 Boundary Signs – Min. no. E69.5

The Committee NOTED that Epping Forest District Council was proceeding with arrangements to erect boundary signs.

90.3 Skateboarding Facility – Min. no. E78.1

The Committee NOTED that any acquisition of the Willingale Road site could be some distance in the future and would like to consider alternatives. Land around the Colebrook Lane play area was proposed, and the Clerk would ask Epping Forest District Council about this.

90.4 Parking on Pavements – Min. no. E78.2

The Committee NOTED the response of the District Council and the police in respect of parking on pavements.

90.5 Loughton Hall – Min. no. E78.3

This item was deferred to the end of the meeting.

90.6 Milestones – Min. no. E78.4

The Committee NOTED that the refurbishment of the milestones had now been completed.

90.7 Seats (Transfer of responsibility) – Min. no. E79

The Committee NOTED that Epping Forest District Council was still dealing with the arrangements for the legal transfer of the responsibility.

90.8 Roding Valley Cricket Club – Min. no. E81

Cllr Pond declared an insignificant non-pecuniary interest in this item.

The Committee appreciated the work done by the Cricket Club but ADHERED to its previous decision.

E91 Recycling Plan

The Clerk reported the imminent revision of Epping Forest District Council's Recycling Plan and the invitation to the Town Council to forward its views.

The Committee DECIDED that

1. There was a need for a mini-recycling centre in Loughton.
2. The recycling boxes were appreciated, and it would be further improved if the scheme was extended to include glass and plastic bottles.

E92 Current Financial Position

The current financial position was NOTED.

Some of the existing budgets may need to be increased next year with additional facilities. The prospective festival could incur start-up costs.

E93 Roding Valley Recreation Ground – Min. no. E80

The Committee NOTED the report on the meeting about the future management of the Roding Valley area.

E94 South Loughton Cricket Club

The Committee considered the request by the South Loughton Cricket Club to approve its plans for a new pavilion. The meeting was adjourned while the plans were studied. Having reconvened, the Committee RESOLVED that while it agreed that an improvement in the Cricket Club's facilities was desirable, it should not be of this scale and visual intrusion.

E95 Heritage Plaques

The proposed commemorations were AGREED; three to be done in this financial year.

E96 North Loughton Festival

The Committee supported the concept of a festival and AGREED to participation in discussions.

E97 Allotments

Cllr Boatman declared a non-pecuniary interest in this item.

97.1.1 Pyrles Lane

The letter from Roding Road Allotment and Leisure Gardens Association in respect of the rules for Pyrles Lane was noted but the offer not taken up. The rules were AGREED as proposed, subject to the addition to 2.1 of "Persons living outside the parish of Loughton will be eligible to become tenants if plots are not required by Loughton residents", and the addition to 5.12 of "Under no circumstances may cockerels be kept on the allotment gardens".

97.1.2 Pyrles Lane – Application from tenant

The Committee AGREED that the tenant could erect a shed, subject to approval of plans by the Chairman or Vice-Chairman in consultation with the Clerk. The fruit trees were APPROVED. Hens were now permitted under the new rules.

97.2 Roding Road

The Committee discussed the current position with the Roding Road Allotment and Leisure Gardens Association, and AGREED not to consider the terms of a new agreement without a prior site meeting and discussions, so that any agreement is made with good knowledge and in consultation with the RRA & LGA. The Association would be asked to supply the names of the Committee members, the up-to-date register of the names and addresses of the tenants of the allotment gardens with the record of rent payments made by the tenants, and a copy of the audited accounts, all as laid down in the existing agreement.

E98 Town Centre Enhancement Schemes

The Committee REFERRED the nomination of representatives and commenting on the reports to the Council meeting.

E99 Town Sign

The Committee considered the information about town signs, but DECIDED to await further decisions on the Town Centre Enhancement Schemes and then reconsider the matter.

E100 Kings Green

The Committee AGREED to remove and replace all the existing perimeter posts, and replace chains where necessary; also to remove altogether the posts and chains immediately surrounding the War Memorial, subject to consultation with the British Legion.

E101 Christmas Illuminations

101.1 It was AGREED to pay up to a maximum of £1,000 towards the cost of lighting the tree outside Woolworths.

101.2 It was AGREED to replace the existing lighting festoon and also to arrange a locking mechanism for the pillar.

The Clerk informed the Committee of the budgetary provision which had been made for Christmas illuminations.

E102 Loughton Cemetery

102.1 The Committee NOTED the work to take place on trees growing out of graves.

102.2 The Committee AGREED to remove the shed.

102.3 The Committee AGREED to enforce the new Regulations applying in G Section.

102.4 The Committee NOTED that the Town Council accepted no liability in this matter but decided to make an ex gratia payment of a rebate of 50% of the fee paid as a gesture of goodwill.

E103 Felstead Road Playground

Cllr Murray declared a non-pecuniary interest in this item.

The Committee AGREED that it would like to fund new equipment and take over the management of the area, but only if Buckhurst Hill Parish Council contributed to the cost. It would prefer the freehold to be transferred rather than a long lease.

E104 Accounts for Payment

104.1 The following accounts for payment were APPROVED:

| Cheque no. | Payee | Purpose | VAT | Gross Amount |
|-------------------|--------------------------------|------------------------------------------------|------------|---------------------|
| 313 | A F Woodward & Sons | Roding Valley Changing Rooms: Maintenance work | 90.13 | 605.13 |
| 314 | J McLintock & Sons Limited | Roding Valley Changing Rooms: Maintenance work | 29.09 | 195.34 |
| 315 | Pinnacle Cleaning Services | Roding Valley Changing Rooms: Cleaning | 0.00 | 160.00 |
| 316 | Bicol Servicing Co Ltd | Kingsley Hall: Removal of wasp nest | 5.25 | 35.25 |
| 317 | Select Business Equipment | Stationery supplies | 2.18 | 14.63 |
| 318 | Epping Forest District Council | Kingsley Hall: Rates | 0.00 | 112.00 |
| 319 | Epping Forest District Council | Loughton Cemetery: Blocked drain | 10.41 | 69.91 |
| 320 | Neopost Ltd | Franking Machine: Mandatory inspection | 12.25 | 82.25 |
| 321 | Cash | Petty cash disbursements | 0.00 | 65.86 |

104.2 The following miscellaneous cheques drawn on the No. 2 account were NOTED:

| | | | | |
|-----|-------------------------------------|--------------------------------|------|------|
| 077 | National Playing Fields Association | Purchase of Information sheets | 0.00 | 9.75 |
| 078 | SER Ltd | Photograph | 0.00 | 6.00 |

E105 Exclusion of the Press and Public

The Committee RESOLVED to exclude the press and public from the remainder of the meeting under the Public Bodies (Admission to Meetings) Act 1960 as the following item contains confidential information.

E106 Loughton Hall

Cllr Juniper reported on the meeting held with E15 Acting School and Debden Community Association. It was unlikely that taking over Loughton Hall would be a viable proposition. It was AGREED that the Council would maintain contact with these organisations about a potential joint project for a community facility.

Signed.....

Date.....

LOUGHTON TOWN COUNCIL
ENVIRONMENT HERITAGE AND LEISURE COMMITTEE

Minutes of the Meeting held on Wednesday 25th November 1998 at 7.30 pm at Kingsley Hall.

Present:

Councillors: F E Marshall (in the Chair)

R H Eveleigh

C C Pond

Mrs B R Saggars

P J Sare

Also in attendance:

Councillors: M W Juniper

Mrs P Meadows

S W Murray

Officers: L R Fuller (Town Clerk)

E107 Apologies for Absence

Apologies for absence were received from Cllrs Barnett and Woodman.

E108 Confirmation of Minutes

The Minutes of the meeting held on 30th September 1998 were confirmed as a correct record and signed by the Chairman.

E109 Matters for Report
109.1 Essex and Southend Waste Local Plan

The Clerk reported that the Essex and Southend Waste Local Plan was now on formal deposit and could be seen in the Library.

109.2 Loughton Pump

The District Council hopes the Pump will be installed in January, but is still carrying out research to ensure historical accuracy.

109.3 Bus Shelters

The Committee NOTED the grant of £1,245 received from Essex County Council towards the work carried out by the Town Council on the bus shelters. The bus shelters at Loughton Station are reported to be in poor condition.

109.4 Boundary Signs – Min. no. E90.2

The Committee NOTED the locations where boundary signs will be erected.

109.5 Noticeboards

The Committee NOTED that noticeboards were now in place outside the Town Council office in Traps Hill, in the window of the District Council office in the Broadway, and at Loughton Station.

109.6 Skateboarding Facility – Min. no. E90.3

The Committee NOTED that the District Council's Head of Housing Services is seeking planning advice. The Committee will consider the consultation exercise subsequently.

109.7 Transfer of Assets – Seats and Bus Shelters – Min. no. E90.7

The Committee NOTED that the District Council has decided not to transfer responsibility for seats and bus shelters to the Town Council for the time being.

109.8 South Loughton Cricket Club – Min. no. E94

The Committee NOTED that the District Council as the landowner has granted permission to the Club to build its new pavilion.

109.9 Felstead Road Playground – Min. no. E103

The Committee NOTED that a response is awaited from Buckhurst Hill Parish Council.

E110 Current Financial Position

The current financial position was NOTED.

E111 Christmas Illuminations – The Broadway

The Committee AGREED to contribute £750 towards the Christmas illuminations in the Broadway.

E112 English Basketball Association – Outdoor Basketball Initiative

The Committee was in favour of providing basketball goal units and AGREED to placing two goals on one of the more remote tennis courts at the Roding Valley Recreation Ground. Other suitable sites may be identified in future.

E113 Loughton Hall – Reference from Council

The Committee CONFIRMED that it wished Loughton Hall to be preserved for community use, and would continue to explore options towards this end. English Heritage, the Victorian Society and the Historic Buildings Trust would be contacted for support. The College would be asked about the up-to-date position.

E114 Loughton Cemetery – Min. no. E102

It was AGREED that the regulations for the G Section should be amended to permit one memorial plaque and one memorial vase as at present, and to permit the planting of bulbs and annual bedding plants and the placing of one flower container provided it is of a durable material and does not exceed one foot in height. Containers made of glass, wood, plastic, fibreglass or breakable material are not considered durable and are not allowed.

E115 Hillyfields – Memorial Wood – Reference from Community Committee

The Committee AGREED that the Community Committee may proceed with the project for a Memorial Wood on Hillyfields.

E116 Roding Road Allotments – Min. no. E97.2

Members of the Committee had received copies of a letter from the Secretary of the Allotment Association.

The Committee re-affirmed its resolution of 30th September and asked the Clerk to respond to the letter from the Secretary of the Allotment Association.

E117 Estimates for 1999/2000

The Committee AGREED the draft estimate for submission to Finance and General Policy Committee as follows:

| | Income £ | Expenditure £ |
|---------------------------------|---------------|----------------|
| Street furniture and lighting | 0 | 12,500 |
| Kingsley Hall | 5,000 | 13,000 |
| Allotments | 30 | 2,000 |
| Roding Valley Recreation Ground | 9,000 | 94,000 |
| Playgrounds | 0 | 63,000 |
| Open Spaces | 0 | 8,000 |
| Cemetery | 18,000 | 39,000 |
| Skateboarding facility | 0 | 5,000 |
| Festival | 0 | 5,000 |
| General | 0 | 500 |
| Contingencies | 0 | 2,000 |
| Future projects fund | 0 | 5,000 |
| Total | 32,030 | 249,000 |

It was AGREED that fees and charges would be increased by 3.5% with effect from 1st April 1999; except that the allotment rent will be £1.17 per rod (45p for pensioners).

E118 Accounts for Payment

The following accounts for payment were APPROVED:

| Cheque no. | Payee | Purpose | VAT | Gross Amount |
|---------------|------------------------------------|------------------------------|-------|-----------------|
| 358 | L Hall | Gravedigging | 0.00 | 215.00 |
| 359 | Essex County Council | Stationery | 0.87 | 5.86 |
| 360 | Greenside Landscapes | Work on Kings Green | 70.00 | 470.00 |
| 361 | Society of Local Council Clerks | Subscription | 0.00 | 72.00 |
| 362 | Royal Mail | Postage | 0.00 | 250.00 |
| 363 | British Telecom | Phone bills | 44.51 | 298.96 |
| 364 | Select Business Equipment | Stationery | 2.18 | 14.63 |
| 365 | Cash | Petty cash imprest | 0.00 | 64.30 |
| Transfer | No.2 Account | Reimburse imprest (November) | 0.00 | 6568.46 |

Signed.....

Date.....

LOUGHTON TOWN COUNCIL

ENVIRONMENT HERITAGE AND LEISURE COMMITTEE

Minutes of the Meeting held on Wednesday 10th February 1999 at 7.30 pm at Kingsley Hall.

Present:

Councillors: F E Marshall (in the Chair)

C C Pond

Mrs B R Saggars

P J Sare

R J Wilmot

Mrs J P Woodman

Also in attendance:

Councillors: S W Murray

Officers: L R Fuller (Town Clerk)

E119 Apologies for Absence

Apologies for absence were received from Cllr Barnett.

E120 Confirmation of Minutes

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

E121 Matters for Report

121.1 Loughton Hall - Min. no. E113

The Committee noted newspaper reports on plans for Loughton Hall. The Town Council had not been included in any discussions to date, but continued to indicate its interest in the premises.

121.2 Local Agenda 21 - Min. no. 120.5

The Committee NOTED that a presentation would be made to the next Council meeting.

121.3 Pump

It is hoped that works are imminent.

E122 Current Financial Position

The current financial position was NOTED.

E123 Skateboarding Facility

It was AGREED to consult with the properties identified by the District Council by sending a form, to be followed up by a visit from Cllr Sare. Support would be sought from those with positive views on the proposal.

(Please note Min. no. E127.1.)

E124 Heritage Plaques

Cllr Pond had drawn up proposals for criteria for granting plaques, which would be circulated and discussed at the next meeting of the Committee. No decisions on plaques for the next financial year would be made yet.

E125 War Memorial

The Committee NOTED the suggestion to inscribe the names of service men and women killed in the Second World War on the War Memorial. As a first step, Cllr Pond would try to find the relevant names before the Committee agreed to the project.

E126 Playgrounds**126.1 Hillyfields**

This site might be more suitable for a skateboarding facility, and it was AGREED to defer the Colebrook Lane consultation while the alternative possibility was investigated. The fencing should be removed as soon as possible.

126.2 Felstead Road

The contribution from Buckhurst Hill was accepted. The Committee would prefer a freehold transfer rather than a lease if possible.

E127 Seats and Bus Shelters

It was AGREED that the Chairman and Vice-Chairman of the Committee and the Clerk would meet with J Gilbert from Epping Forest District Council to see how the matter could be progressed.

E128 Income from Kingsley Hall

Better advertising of the facility could increase the usage and therefore the income. Increased charges may also be a possibility.

E129 Roding Road Allotments

It was AGREED to take no further action at present.

E130 Accounts for Payment

The following accounts for payment were APPROVED:

| Cheque no. | Payee | Purpose | VAT | Gross Amount |
|-------------------|----------------------------|----------------------------------------------------|------------|---------------------|
| 398 | Pinnacle Cleaning Services | Window cleaning: Kingsley Hall | 0.00 | 36.00 |
| 399 | London Electricity plc | Electricity: Loughton Cemetery | 1.15 | 24.24 |
| 400 | British Gas | Gas: Kingsley Hall | 24.78 | 166.47 |
| 401 | S.I.T.A.(GB) Ltd | Refuse collection: Cemetery & Kingsley Hall | 34.34 | 230.54 |
| 402 | Index Business Supplies | Stationery supplies | 7.00 | 46.99 |
| 403 | Select Business Equipment | Photocopying charge and stationery | 11.82 | 79.38 |
| 404 | Simply Computers | Equipment | 12.95 | 86.95 |
| 405 | Essex County Council | Supplies for cemetery £137.92 Stationery £46.11 | 27.41 | 184.03 |
| 406 | Industri-Clean | Renovation works to Kings Green Memorial | 78.97 | 530.22 |
| Direct Debit | Compuserve | Dec & Jan subscription | 0.00 | 11.95 |

E131 Roding Valley Nature Reserve - "Victorian Summer" event

Unfortunately J Filby from Epping Forest District Council was not in attendance at the meeting. The Committee supported the planned event, and AGREED that a small fairground facility could be situated on the Town Council's side of the river, and also that there could be parking on the Recreation Ground, subject to agreement on the issues raised.

E132 Exclusion of Press and Public

The Committee RESOLVED to exclude the press and public from the remainder of the meeting under the Public Bodies (Admission to Meetings) Act 1960 as the following item contains confidential information relating to the Council's property affairs.

E133 Essex County Council Surplus Land

The Committee considered the land surplus to the County Council's requirements and RESOLVED that it was interested in acquiring them for the Town Council.

Signed.....

Date.....

LOUGHTON TOWN COUNCIL
ENVIRONMENT HERITAGE AND LEISURE COMMITTEE

Minutes of the Meeting held on Wednesday 7th April 1999 at 7.30 pm at Kingsley Hall.

Present:

Councillors: F E Marshall (in the Chair)

| | |
|------------|-----------------|
| C C Pond | Mrs B R Sagers |
| R J Wilmot | Mrs J P Woodman |

Also in attendance:

| | | |
|-----------------------------------|----------------|-------------|
| Councillors: Mrs K F Ellis | Mrs S M Harper | M W Juniper |
| A T Lee | Mrs P Meadows | S W Murray |
| R E Pearce | M W Wardle | |

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

The Chairman opened the meeting with a welcome to Epping Forest District Council's representatives, Cllr M A C Heavens, Mr D Macnab and Mr B Peerless.

E134 Apologies for Absence

Apologies for absence were received from Cllrs Barnett and Sare.

E135 Confirmation of Minutes

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

E136 Matters for Report
136.1 Pump

It was NOTED that the pump was now in position.

136.2 Cemetery

In reply to a question raised by Cllr Wilmot concerning an offer made by a Loughton resident to donate a fountain for the Cemetery, the Clerk reported that a survey of the Cemetery was planned and that the feasibility of a fountain could be evaluated on completion of the survey.

It was AGREED that an interim report would be presented at the next meeting of the Committee, and that meanwhile the resident's offer would be acknowledged.

E137 Current Financial Position

The current financial position was NOTED. The Clerk reported that the figures showed the actual receipts and payments up to the end of March but did not include outstanding amounts. A more accurate picture would be available at the next meeting of the Committee.

E138 Exclusion of the Press and Public

The Committee RESOLVED to exclude the press and public from the next item under the Public Bodies (Admission to Meetings) Act 1960 as the item contained confidential information.

E139 Roding Valley Recreation Ground

The Chairman of Epping Forest District Council, Cllr Michael Heavens, Mr Derek Macnab, Head of Leisure Services, and Mr Bart Peerless, solicitor, presented a proposal to set up a charitable trust to cover a large area around the River Roding, with a view to developing the whole area as a leisure corridor. The proposal included development of the infrastructure, improved footpaths, cycleways and a visitors' centre. The formation of a charitable body was presented as the most effective method of obtaining the level of funding necessary to realise this vision. It was further proposed that the Town Council could continue to exercise control over the section of the land within its boundaries by means of setting management requirements.

The District Council representatives then left the meeting. Cllr M W Wardle declared a non-pecuniary interest in this matter. Following extensive discussion, the following resolution was AGREED:

That Loughton Town Council should continue the management of the Roding Valley lands within Loughton as the sole authority, and calls upon Epping Forest District Council to transfer the freehold as soon as possible. The Council declared its willingness to discuss matters of common concern with any authority managing adjacent land.

E140 Noticeboards

It was AGREED to enter into an arrangement with Epping Forest District Council whereby the Town Council would post notices on behalf of the District Council on the noticeboards listed below, and report any damage etc. done to the boards, and in return may also use the boards for its own material. The boards should show the names of both authorities.

It was RECOMMENDED that the following existing boards should be included in the arrangement:

1. Loughton Broadway, Vere Road
2. Pyrles Lane
3. Brook Path
4. The Drive Car Park.

It was further RECOMMENDED that a new board be put into position on each of the following sites:

1. The vicinity of the post office in St. John's Ward
2. The vicinity of the post office in Roding Ward
3. In Forest Ward at the south end of the High Road.

E141 Local Agenda 21

Following brief discussion of the presentation given at the Town Council meeting on 10th March, it was AGREED that thought should be given to items to be included on a checklist of action which should be taken under Local Agenda 21. Council committees should make decisions in the light of Local Agenda 21.

E142 Skateboarding Facility

The Committee AGREED to a guide price of £10,000 for the proposed skateboarding facility on Hillyfields. The Clerk would continue with the necessary investigations and draw up a scheme for consideration. Public consultation would be necessary.

E143 Heritage Plaques

The Committee AGREED the following criteria for the granting of plaques:

1 In the case of a single person

- 1.1** If the person was eminent in his or her field and is listed in appropriate general national biographical sources for the period; for instance, the Dictionary/New Dictionary of National Biography, Who's Who/Who Was Who, Men and Women of the Time, the Times Obituary, or recognised specialist biographical sources, and had a significant connection with one or more places in Loughton, such as a residence of five years, place of birth, place of business etc.,
- OR**
- 1.2** if the person made a definite contribution to the history of Loughton, does not appear in the relevant national sources but had a significant connection with one or more places in Loughton, such as a residence of five years, place of birth, place of business etc.

2 In the case of an event

If it was of considerable importance in the history or development of the town.

3 In the case of a building

If, unconnected with an important person, the building was significant in the history or development of Loughton, or is of great antiquity, or of particular architectural importance.

It was further AGREED that suggestions for the list of candidates for plaques to be installed in 1999/2000 should be brought forward to the next meeting.

E144 Seats and Bus Shelters

- 144.1** The Committee AGREED that the Clerk should ask Mr J Gilbert of Epping Forest District Council for a progress report on (a) the feasibility of soon transferring legal responsibility for seats to the Town Council, and (b) negotiations taking place with providers of advertising bus shelters, the outcome of which was needed before the Town Council would consider responsibility for the shelters.
- 144.2** As Epping Forest District Council is hoping to make a sum of money available to carry out environmental improvements, it was AGREED that all members should forward suggestions to the Town Clerk by the end of April of items to be included in a list for the District Council.

E145 Accounts for Payment

The following accounts for payment were APPROVED:

| Cheque no. | Payee | Purpose | VAT | Gross Amount |
|-------------------|--------------------------------|------------------------------------------------------|------------|---------------------|
| 439 | Zurich Insurance Company | Insurance | 0.00 | 377.96 |
| 440 | Essex County Council | Supplies for Kingsley Hall | 11.21 | 75.24 |
| 441 | Epping Forest District Council | Rates for Kingsley Hall | 0.00 | 117.00 |
| 442 | J McLintock & Sons Ltd | Works at Roding Valley Recreation Changing Rooms | 34.77 | 233.47 |
| 443 | Pinnacle Cleaning Services | Relief cleaning and Window cleaning at Kingsley Hall | 0.00 | 178.00 |
| 444 | Select Business Equipment | Stationery | 2.18 | 14.63 |
| 445 | Royal Mail | Community Newsletter: Door to Door delivery | 0.00 | 532.99 |
| 446 | Thames Water | Water: Kingsley Hall | 0.00 | 45.54 |

The Chairman closed the meeting by welcoming Cllr Mrs K F Ellis to the Town Council.

Signed.....

Date.....