

**LOUGHTON TOWN COUNCIL**

**ENVIRONMENT AND HERITAGE COMMITTEE**

**MINUTES of the Meeting held on Wednesday 25 March 2026 at 7.30pm at  
1 Buckingham Court, Rectory Lane, Loughton IG10 2QZ**

**Present**

**Councillors**

C Pond (in the Chair)

W Dodd

A Fricker

S Harriman

K Valentine

**Also present:**

Cllr D Wixley

**Officers:**

M Squire (Town Clerk)

D Taylor (Services Manager)

O Drew (Community and Services Officer)

**EH187 Apologies**

None were received.

**EH188 Declarations of Interest**

Cllr Pond declared a non-pecuniary interest in agenda items relating to the work of Epping Forest District Council (EFDC) and Essex County Council (ECC) as a member of these authorities. Cllr Wixley declared a non-pecuniary interest in item 11 – and stated that this item should be on a Recreation Committee agenda.

**EH189 Confirmation of Minutes**

The minutes of the meeting held on 28 January 2026 were CONFIRMED as a correct record and signed by the Chairman.

**EH190 Public Representations**

None were received.

**EH191 Town Clerk's / Chairman's Report**

Members NOTED the Town Clerk's report and specifically

- the sad news that Diane Tong had recently passed away;
- that the Assets of Community Value (Min no EH177 refers) submission was still with EFDC and has been for some considerable time.

The Town Clerk brought to the attention of the Committee that Cllr Kin-Wan Lee had raised concerns via an EFDC Councillor, regarding Sainsbury's supermarket LED lights in Station Road, which are causing light nuisance problems to the residents of Meadow Road.

**EH192 Bench on the Corner of Church Lane / Church Hill – Min no EH169**

The Committee NOTED the report and AGREED that the office would continue with the ECC application, and any progress made would be reported back to the Committee in due course.

**EH193 Heritage plaques – Min no EH171**

Members NOTED the report.

Members AGREED that as there is already a plaque for Ron Greenwood at 22 Brooklyn Avenue and as he has already been commemorated in Loughton, this would be sufficient.

Members NOTED a further request remains on file, from the previous financial year, for former LTC Councillor, Joan Davis. This will be reviewed again in detail at the next meeting alongside the Heritage Plaque criteria for reference.

**EH194 Allotments – Willingale Road Allotments**

**194.1 Allotments Report**

The Committee NOTED the report.

Members AGREED that the Allotment Officer should obtain costings, for pigeon spikes for the perimeter fencing, and present them at the next Committee meeting, along with any other pest deterrent ideas.

**194.2 Notes of the Willingale Road Allotment Meeting Tuesday 24 February 2026 – held in the Allotment Meeting Room**

The Committee NOTED the report. Cllr Fricker declared a non-pecuniary interest as he has an allotment at Roding Road and felt that the Willingale Road tenants are well provided for compared to other sites in Loughton.

**194.3 Updated Willingale Road Allotments Management Policy**

Members AGREED to the changes made to the Policy, and the new section relating to “Trees”.

**EH195 Loughton Wombles**

Members NOTED the report.

The Town Clerk provided an oral report, that Staples Road Primary School had requested that a delegation of Loughton Wombles visit the school, to provide a brief educational session with the children, regarding the Wombles’ role in the community and the importance of keeping the environment litter free.

Members AGREED to this request.

**EH196 Cemetery Matters**

**196.1 Tree of Grief – Min 176.1**

Members NOTED that a monthly risk assessment will be implemented on the ‘Tree of Grief’ going forward.

**196.2 Work by Qualis staff**

Members NOTED the report and that a further meeting would be held with Qualis again in June 2026. The office had agreed with Qualis to meet on a regular basis, two or three times a year.

**196.3 Memorial testing**

Members NOTED the £5,000 budget allocation for this work will not be carried out before year end 31 March 2026. The Town Council’s grave digging contractor is currently taking the qualifications to carry out this testing. Once the training has been successfully completed, the necessary testing work will be undertaken.

The Town Clerk reported that the deterioration of the cemetery pathways is considerable and for future budgets, sizeable, earmarked funds need to be placed for subsequent path repairs.

**EH197 Willingale Road Community Orchard**

The Committee AGREED this item should be placed on the Recreation Committee agenda for 27 May 2026.

**EH198 Tree Survey – Min no EH178**

The Committee NOTED the report and AGREED members should consider establishing earmarked reserves for tree replanting, in addition to tree maintenance work. If possible, balances should be carried over from this financial year to the next financial year for necessary tree works.

**EH199 Heritage Lamp Post on School Green**

The Committee AGREED that the Services Manager should contact the City of London Corporation (CoLC), to enquire if posts could be installed by LTC, in order to prevent vehicles driving over the turf by the lamp post. Additionally, to enquire if there are any known, underlying ‘utility’ pipelines which could potentially cause problems with installing posts along this side of the green.

**EH200 UK Town of Culture – Loughton is where I live – Min no EH178**

The Committee NOTED that entering this competition (having reviewed the competition literature) would entail an extraordinary amount of work and would necessitate recruitment of an additional officer to work on and meet the set criteria. The Committee therefore AGREED not to take this project forward.

**EH201 Safer Speeds consultation**

The Committee NOTED the email from ECC Highways dated 16 March 2026 and AGREED that members should complete the online public survey, individually, if they wish.

**EH202 Horticultural Show**

Members NOTED that the Horticultural Show is booked for Saturday 5 September 2026 and that any surplus funds accrued should be made to the Town Mayor’s chosen charity.

**EH203 Financial Position**

**Current Financial Position**

Members AGREED that if the year-end financials showed any significant surplus to create new earmarked reserves for tree works and new tree planting.

**EH204 Environmental Issues**

No issues were raised.

**EH205 Future Work of the Committee**

The Committee NOTED Cllr Wixley’s comments regarding the grass cutting around the wooden posts on Kings Green and on the Roding Valley Recreation Ground (RVRG) in general, whereby the grass has not been cut but sprayed and has killed the grass. This issue should be taken to the next Recreation Committee meeting.

Signed: .....

Date: 9 June 2026