

**MINUTES** of the **ORDINARY COUNCIL MEETING** held in the Conference Room, Epping Hall, on **Tuesday 10<sup>th</sup> January 2023 at 8pm.**

**PRESENT:**

Cllr B Scruton	(Town Mayor & Chair)	
Cllr C Burgess	(Deputy Town Mayor)	
Cllr N Avey	Cllr S Baker	Cllr J Duffell
Cllr R Griffiths	Cllr C McCredie	Cllr H Pegrum
Cllr G Scruton	Cllr J Whitehouse	
Cllr M Wright	Cllr M-L Whitbread	

**OFFICER:** Beverley Rumsey (Town Clerk)

**325 APOLOGIES FOR ABSENCE**

There were apologies for absence from Cllr J Whitehouse for lateness.

**326 DECLARATIONS OF INTEREST**

Cllr M-L Whitbread declared a non pecuniary interest in agenda item 7 (ii), as she is related to the Cllr mentioned.

There were no other declarations of interest other than those stated on the agenda under this item.

**327 DISPENSATIONS**

There were no dispensations.

**328 PUBLIC PARTICIPATION - QUESTION TIME**

There were no public questions or comments.

**329 CONFIRMATION OF COUNCIL MINUTES**

It was **RESOLVED** that the minutes of the Ordinary Council Meeting held on 13<sup>th</sup> December 2022 be signed by the Mayor as a true record and adopted by the Council.

**330 MINUTES OF COMMITTEE MEETINGS**

It was **RESOLVED** that the signed Minutes of the following Committee meetings be signed by the Mayor as a true record and adopted by the Council.

Planning & General Purposes Committee                      13<sup>th</sup> December 2022 (**Attachment B**)

**331 COMMUNICATIONS TO NOTE/REQUIRING DECISION**

Cllr J Whitehouse entered during this item.

**(i) Correspondence regarding the War Memorial slip road**

Council discussed the correspondence regarding the War Memorial slip road, as per **Attachment C.**

It was **RESOLVED** that:

- (i) Epping Town Council supported the concept, would not be in a position to finance one bell bollard immediately. The financing would be looked at, as well as possible funding for it;
- (ii) Any payment from Epping Town Council (request was £2500) would be to establish one of the new four bollards, not for any ongoing maintenance and Epping Town Council would require this condition in writing;
- (iii) The existing broken bollard should be repaired or replaced in advance of new bollards, the one Epping Town Council would be financing would be as part of the set of four;
- (iv) The Town Clerk would communicate this RESOLUTION to the City of London Corporation and Epping Forest District Councillor Cllr L Burrows.

**(v) Salt bins Epping Parish**

Council discussed the salt bin information for Epping Parish, as per **Attachment D**.

It was **RESOLVED** that:

- (i) Cllr B Scruton as Town Mayor would discuss salt bins with Cllr H Whitbread as an Essex County Councillor with a view to propose additional salt bins in Epping Parish;
- (ii) The salt bin at the dangerous Merry Fiddler's junction should be requested to be removed;
- (iii) Cllr Scruton would make the following suggestions for additional salt bins in Epping Parish:  
Kendal Avenue, Broadoaks/Maddells, Sunnyside Road, Amesbury Road, St Johns Road, Coronation Hill/Shafesbury Road (if they are not on the existing gritting route (ECC website shows they are));
- (iv) A request for busy pavements to be gritted/salted, especially Station Road, High Street, etc.
- (v) Residents should be informed of any progress.

**(vi) Ride London Essex event, Sunday 28<sup>th</sup> May 2023**

Council discussed the Ride London Essex event on Sunday 28<sup>th</sup> May 2023, as per **Attachment E**.

It was **RESOLVED** that:

- (i) Cllr B Scruton would take part in the Epping Forest District Council Ride London meetings to input with ways Ride London Essex could benefit Epping and its businesses. Such ideas may include High Street stalls and seating, more TV coverage of Epping, children's drawings and decorating bikes.

**(vii) Cloud Information Technology (IT) storage backup**

Council discussed Epping Town Council using Cloud IT storage rather than a traditional server.

It was **RESOLVED** that:

- (i) Epping Town Council would move to Cloud IT storage rather than continuing with a traditional server. This would be SharePoint (Microsoft) to start with.

**(viii) Card of thanks from His Majesty King Charles III**

Council **NOTED** Epping Town Council’s card from His Majesty King Charles III, thanking them for their letter of condolence on behalf of Epping, following the death of his mother, Her late Majesty Queen Elizabeth II.

The Town Clerk confirmed that this would be kept and framed as an historic record.

**332 TOWN MAYOR’S & DEPUTY MAYOR’S DUTIES**

The duties undertaken by the Town Mayor and Deputy Town Mayor since the Ordinary Council meeting on 13<sup>th</sup> December 2022 were **NOTED**, with the following additions:

Town Mayor: Gladys Wise’s 103 <sup>rd</sup> birthday, Ashlar House	9 <sup>th</sup> January 2023
Local Highways Panel meeting (zoom)	9 <sup>th</sup> January 2023
EFDC Community Safety Partnership meeting (zoom)	10 <sup>th</sup> January 2023

Deputy Mayor Gladys Wise’s 103 <sup>rd</sup> birthday, Ashlar House	9 <sup>th</sup> January 2023
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Previously unlisted Informal market chat	25 <sup>th</sup> November 2022
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**333 REPORTS FROM MEMBERS**

Reports from members were received on meetings or visits since the Ordinary Council meeting on 13<sup>th</sup> December 2022:

Cllr M-L Whitbread	Carols on the Green	24 <sup>th</sup> December 2022
Cllr N Avey	Carols on the Green	24 <sup>th</sup> December 2022
Cllr M Wright	Carols on the Green	24 <sup>th</sup> December 2022

**334 REPORT OF THE TOWN CLERK AND COUNCILLORS QUESTIONS**

The Town Clerk advised that the new fire alarm system at Epping Hall was currently being installed.

The Clerk reminded members about the photographs at Stonards Hill recreation ground playground with Qualis on Thursday 19<sup>th</sup> January at 3.30pm, followed by the skate park meeting at 4pm in Julie’s café.

Members **NOTED** the report of the Town Clerk.

**335 FINANCIAL REPORT TO 31st DECEMBER 2022**

Council considered the summary financial report for December 2022, presented by Council’s Key Member for Finance, Cllr G Scruton.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Audit and Accountability Act 2014;

- (ii) No further action was required at the current time.

**336 ACCOUNTS FOR PAYMENT**

Council's Key Member for Finance, Cllr G Scruton presented the payment schedules for December 2022 totalling **£100,125.67**. (Payments from Barclays total £47.85, the Cooperative-£100,058.94, the Co-operative Online total £18.88.)

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Audit and Accountability Act 2014;
- (ii) The list of payments for December 2022 were **APPROVED** as presented in the schedule.

**337 BUDGETS 2023/2024 SECOND ESTIMATES**

Council discussed the budget 2023/24 second estimates documentation, as per **Attachments K & K1**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Accounts and Audit (England) Regulations 2011 and the Audit Commission Act 1998 s44, Local Audit & Accountability Act 2014;
- (ii) The draft budget 2023/24 (**Attachment K**) should be **APPROVED**. This shows a band D equivalent property increase through Epping Town Council's share of the precept as £9.87 per annum (RECOMMENDATION 1);
- (iii) The Town Mayor was **AUTHORISED** to sign the precept demand of £589,513 for 2023/24 on behalf of Epping Town Council, which would be issued to Epping Forest District Council;
- (iv) The additional points 1-5 on **Attachment K1** (RECOMMENDATION 2) would be deferred until March 2023, when a more accurate out-turn figure was known.

**CLOSURE**

The Town Mayor, Cllr B Scruton, closed the meeting at **9.37pm**.

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**Signature of Chairman**

**Date**