

MINUTES of the **ORDINARY COUNCIL MEETING** held in the Conference Room, Epping Hall, on **Tuesday 11th July 2023 at 8pm.**

PRESENT:

Cllr C Burgess	(Town Mayor & Chair)
Cllr L Burrows	Cllr J Duffell
Cllr H Pegrum	Cllr G Scruton Cllr R Sharif
Cllr H Whitbread	Cllr Janet Whitehouse
Cllr Jon Whitehouse	Cllr M Wright

OFFICER: Beverley Rumsey (Town Clerk)

IN ATTENDANCE: 2 members of the public & 1 member of the press
Jane Gardner, Deputy Police and Crime Commissioner

93 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr N Avey and Cllr C McCredie (Deputy Mayor).
Apologies for lateness were received from Cllr Janet Whitehouse and Cllr Jon Whitehouse.

94 DECLARATIONS OF INTEREST

Cllr L Burrows, Cllr C McCredie, Cllr R Sharif, Cllr Janet Whitehouse & Cllr Jon Whitehouse declare a non pecuniary interest as Epping Forest District councillors.

Cllr H Whitbread declares a non pecuniary interest as an Epping Forest District Councillor and Cabinet Member and an Essex County Councillor and Deputy Cabinet Member.

95 DISPENSATIONS

There were no dispensations.

96 PUBLIC PARTICIPATION - QUESTION TIME

A member of the public attended to speak about RideLondon-Essex and spoke about this under agenda item 8.

97 CONFIRMATION OF COUNCIL MINUTES

It was **RESOLVED** that the minutes of the Ordinary Council Meeting held on 13th June 2023 be signed by the Mayor as a true record and adopted by the Council.

98 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 th June 2023	(Attachment B)
Planning & General Purposes Committee	27 th June 2023	(Attachment C)

99 GUEST SPEAKER: JANE GARDNER, DEPUTY POLICE AND CRIME COMMISSIONER FOR ESSEX

Council welcomed Jane Gardner, Deputy Police and Crime Commissioner for Essex, who spoke about the work of the Police, Fire & Crime Commissioner (PFCC).

Council thanked Jane for attending and for her excellent presentation.

100 COMMUNICATIONS TO NOTE/REQUIRING DECISION

(i) RideLondon-Essex: feedback from residents

A resident spoke to Council about the effect of RideLondon Essex on residents, as per **Attachment D**.

It was **RESOLVED** that:

- (i) Cllr H Whitbread would follow this up with the resident in her capacity as a County Councillor;
- (ii) The Town Clerk would look at the RideLondon-Essex online feedback facility and share this with the resident.

101 TOWN MAYOR & DEPUTY TOWN MAYOR'S DUTIES

The duties undertaken by the Town Mayor and Deputy Town Mayor since the Ordinary Council meeting on 13th June 2023 were **NOTED**, with the following addition:

Town Mayor: Rotary health and wellbeing project 10th July 2023

102 REPORTS FROM MEMBERS

Reports from members were received on meetings or visits since the Ordinary Council meeting on 13th June 2023:

Cllr H Pegrum	Epping Hall working party meeting	29 th June 2023
Cllr L Burrows	Epping Hall working party meeting	29 th June 2023
	Town Show	2 nd July 2023
Cllr H Whitbread	Town Show	2 nd July 2023
Cllr J Duffell	Epping Hall working party meeting	29 th June 2023
	Town Show	2 nd July 2023
Cllr M Wright	Epping Hall working party meeting	29 th June 2023
	Town Show assistance and pre-posters	2 nd July 2023
Cllr Janet Whitehouse	Epping Hall tour	28 th July 2023
	Town Show assistance	2 nd July 2023
Cllr Jon Whitehouse	Town Show assistance	2 nd July 2023
Cllr R Sharif	Epping Hall tour	28 th July 2023
	Epping Hall working party	29 th June 2023
	Town Show assistance and pre-posters	2 nd July 2023
	Councillor training (EALC)	6 th July 2023
	Rotary health and wellbeing meeting	10 th July 2023

103 REPORT OF THE TOWN CLERK AND COUNCILLORS QUESTIONS

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

104 REPORT FROM EPPING FOREST DISTRICT COUNCILLORS AND COUNTY COUNCILLORS

Cllr H Whitbread:

EFDC Cabinet member. Portfolio holder for Housing and Strategic Health Partnerships
Cllr Whitbread talked about the Housing strategy, tenant engagement, regeneration project, new Council homes being built on brownfield sites, void times going down, affordable housing being of a good standard. Special leads Highways.

Cllr Jon Whitehouse:

Highlighted the Latton Priory Strategic Masterplan Framework endorsed by EFDC Cabinet the previous evening which Cllr Burrows also mentioned as the development will impact Epping in various ways such as additional use of Epping Station.

105 FINANCIAL REPORT TO 30TH JUNE 2023

Council considered the summary financial report for June 2023, 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.

106 ACCOUNTS FOR PAYMENT

Council's Key Member for Finance, Cllr G Scruton presented the payment schedules for June 2023. Council **APPROVED** the payment of accounts for June 2023.

Payments total: **£81,410.42** (Payments from Barclays total £50.91 (please note transfers of £70,000 from Barclays to the Co-operative and a transfer of £20,000 between the Barclays accounts). Payments from the Cooperative total £79,659.12. Payments from the Co-operative Online total £1,700.39.

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 June were **APPROVED** as presented in the schedule.

107 MEETING TIMES & CYCLE OF MEETINGS 2024-2025

Council considered the draft cycle of meetings as per **Attachment I**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s99 (Sch 12, p 8 (1));
- (ii) The cycle of meetings was **APPROVED** as per **Attachment I**.

108 EPPING WAR MEMORIAL CONDITION REPORT

Council considered the condition report for Epping War Memorial, as per **Attachment J**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the War Memorials (Local Authorities' Powers) Act 1923, s1.

109 RECORDING FULL COUNCIL MEETINGS

Council considered Cllr H Whitbread's motion regarding recording full Council meetings.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s111 and the Public Bodies (Admissions to Meetings) Act 1960;
- (ii) The Town Clerk would pursue recording and audio options, with costings, and bring them back to full Council for consideration at the earliest opportunity.

Proposal 1: Agree in principle, subject to costs.

For: Cllr L Burrows, Cllr Janet Whitehouse, Cllr Jon Whitehouse, Cllr H Whitbread.

Against: Cllr C Burgess, Cllr J Duffell, Cllr H Pegrum, Cllr R Sharif, Cllr M Wright.

Abstain: Cllr G Scruton

Proposal 2: The Town Clerk to pursue options and costings and bring back to Council.

For: All members present except Cllr H Pegrum. **Proposal 2 Carried.**

- (iii) The Town Clerk would confirm the rules around individual Councillors recording meetings.

Cllr H Whitbread left the meeting during this item.*

110 BLUE PLAQUE: ERNEST WYTHES

Council considered the request from Cllr J Duffell for a blue plaque for Ernest Wythes.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s145;
- (ii) A blue plaque would be provided for Ernest Wythes;
- (iii) Cllr J Duffell would assist the Town Clerk with wording and siting (possibly Hemnall Social Club or St John's Church), subject to permissions.

111 SAFER EPPING: TERMS OF REFERENCE

Council considered the revised Safer Epping terms of reference, as per **Attachment L**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government and Rating Act 1997, s31;
- (ii) The suggested amended minute as per Attachment L was **APPROVED** as a term of reference for Safer Epping.

112 LOCAL HIGHWAYS PANEL MEMBERSHIP

Council received the information from Cllr C Burgess regarding the Local Highways Panel Membership for Epping Forest.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s111 and Highways Act 1980;
- (ii) The Town Clerk would try and find out what other Local Highways Panels were doing and also ascertain if there had been a change in guidance on membership of Local Highways Panels.

113 ST GEORGE'S DAY

Council considered Cllr C Burgess' motion regarding St George's Day.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s145;
- (ii) The Town Mayor would approach shops and businesses to try and elicit support for St George's Day;
- (iii) The Town Mayor would discuss the matter with Epping in Bloom to see if something could be done at the Market Garden, possibly red and white flowers made in the shape of the St George's Cross;
- (iv) The Town Clerk would contact Scouts and Brownies/Guides to see how they mark this.

114 EXCLUSION OF PRESS AND PUBLIC

It was **RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

115 INSURANCE POLICIES (CONTRACTS) 2022-2025 (2023-2024)

(a) Main insurance policy 2023-24

Council considered the main insurance policy information provided as per **Attachment M** detailing the terms of the renewal for 2023-2024 (policy term 2022-2025).

It was **RESOLVED** that:

- (i) This item be **NOTED** as the Local Government Act 1972, s111; Local Audit and Accountability Act 2014; Local Government Act 2000, s101; Local Authorities (Indemnities for Members and Officers) Order 2024 – England.

(b) Motor fleet insurance policy 2023-24

Council considered the insurance information provided as per **Attachment M1** detailing the terms of the motor fleet renewal policy for 2023-2024.

It was **RESOLVED** that:

- (i) This item be **NOTED** as the Local Government Act 1972, s111; Local Audit and Accountability Act 2014; Local Government Act 2000, s101; Local Authorities (Indemnities for Members and Officers) Order 2024 – England.

(c) Cyber insurance policy 2023-24

Council considered the insurance information provided as per **Attachment M2** detailing the terms of the cyber insurance renewal policy for 2023-2024.

It was **RESOLVED** that:

- (i) This item be **NOTED** as the Local Government Act 1972, s111; Local Audit and Accountability Act 2014; Local Government Act 2000, s101; Local Authorities (Indemnities for Members and Officers) Order 2024 – England;
- (ii) The Town Clerk be **AUTHORISED** to renew the cyber insurance policy, as detailed as per **Attachment M2**.

(d) Lift insurance policy 2023-24

Council considered the lift insurance policy information as per **Attachment M3**.

It was **RESOLVED** that:

- (i) This item be **NOTED** as the Local Government Act 1972, s111; Local Audit and Accountability Act 2014; Local Government Act 2000, s101; Local Authorities (Indemnities for Members and Officers) Order 2024 – England;
- (2) Council would take out the lift insurance policy as per **Attachment M3**.

116 **UTILITY/ENERGY CONTRACTS**

Council discussed the utility/energy contract information, as per **Attachment N**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s111 & S133;
- (ii) Epping Town Council would take out the 2 year contract (lowest price), as detailed in **Attachment N**.

***Please note:** there was some disharmony and disagreement between some members at this meeting, which would be dealt with separately outside of the meeting.

CLOSURE

The Town Mayor, Cllr C Burgess, closed the meeting at **10.09pm**.

Signature of Chairman

Date