

MINUTES of the **ORDINARY COUNCIL MEETING** held in the Conference Room, Epping Hall, on **Tuesday 13th August 2024 at 8pm.**

PRESENT:

Cllr C McCredie	(Town Mayor & Chair)	
Cllr Janet Whitehouse	(Deputy Mayor)	
Cllr N Avey	Cllr C Burgess	
Cllr H Pegrum	Cllr G Scruton	
Cllr R Sharif	Cllr Jon Whitehouse	Cllr M Wright

OFFICER: Beverley Rumsey (Town Clerk)

IN ATTENDANCE: 2 members of the public and 1 member of the press were present.

135 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr J Duffell, Cllr L Burrows and Cllr H Whitbread. Apologies for lateness were received from Cllr Jon Whitehouse and Cllr H Pegrum.

136 DECLARATIONS OF INTEREST

Cllr H Pegrum entered the meeting here.

Cllr L Burrows, 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.

Cllr N Avey declared a non-pecuniary interest in agenda item 7(i), **Attachment D1**, as a golf course user.

137 DISPENSATIONS

There were no dispensations.

138 PUBLIC PARTICIPATION - QUESTION TIME

There were public questions and comments regarding agenda items 7(iii), **Attachment D3** and agenda item 14 (**Attachment I**) and these were dealt with under the relevant agenda items.

139 CONFIRMATION OF COUNCIL MINUTES

It was **RESOLVED** that the minutes of the Ordinary Council Meeting held on 9th July 2024 be signed by the Mayor as a true record and adopted by the Council, subject to the following amendment:

Cllr Janet Whitehouse (Deputy Mayor) Present at the meeting (**Attachment A**)

It was **RESOLVED** that the minutes of the ExtraOrdinary Council Meeting held on 17th July 2024 be signed by the Mayor as a true record and adopted by the Council, subject to the following amendment:

Cllr Jon Whitehouse Was present at the meeting (**Attachment B**)

140 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	9 th July 2024	(Attachment C)
Planning & General Purposes Committee	23 rd July 2024	(Attachment D)

141 COMMUNICATIONS TO NOTE/REQUIRING DECISION

(i) Diversion of Footpath 28 Epping

Council **NOTED** the diversion of Footpath 28 Epping, as per **Attachment D1**.

(ii) Traffic Order Theydon Road/Bell Common

Council **NOTED** the traffic order for Theydon Road/Bell Common, as per **Attachment D2**.

(iii) Prohibition of Motor Vehicles Bell Common: consultation

Council **CONSIDERED** the Prohibition of Motor Vehicles at Bell Common consultation, as per **Attachment D3**.

It was **RESOLVED** that:

- (i) The Town Clerk would submit a response from Epping Town Council, which requested that any land gained from closing the Bell Common slip road should be discussed with the City of London Corporation in relation to making improvements to either the Bell Common road junction or the War Memorial slip road by way of a 'land exchange' plan.

142 TOWN MAYOR & DEPUTY TOWN MAYOR'S DUTIES

The duties undertaken by the Town Mayor and Deputy Town Mayor since the Ordinary Council meeting on 9th July 2024 were **NOTED** by Council.

143 REPORTS FROM MEMBERS

Reports from members were received on meetings or visits since the Ordinary Council meeting on 9th July 2024:

Cllr R Sharif	Safer Epping meeting	17 th July 2024
	Staff leaving event	1 st August 2024
	EFDC meeting on planning changes	8 th August 2024
Cllr C Burgess	Staff leaving event	1 st August 2024
Cllr G Scruton	Meeting Place meeting re S Epping	16 th July 2024

	Theydon Trusts Ltd site visit	12 th July 2024
	Staff leaving event	1 st August 2024
	Annual petanque match ETC v ETFC	3 rd August 2024
Cllr H Pegrum	Theydon Trusts Ltd site visit	12 th July 2024
Cllr M Wright	Epping Town Show debrief	11 th July 2024
	Staff leaving event	1 st August 2024
	Annual petanque match ETC v ETFC	3 rd August 2024
Cllr N Avey	Theydon Trusts Ltd site visit	12 th July 2024
	Staff leaving event	1 st August 2024

144 REPORT OF THE TOWN CLERK AND COUNCILLORS QUESTIONS

The Town Clerk highlighted Epping Town Council’s win at the annual pétanque match and the members who played were congratulated by Council.

The Town Clerk highlighted the beauty of Lovelocks Meadow and the work of the conservators there. The Town Mayor would formally thank them for their work there.

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

145 REPORT FROM EPPING FOREST DISTRICT COUNCILLORS AND COUNTY COUNCILLORS

Cllr Janet Whitehouse provided information on changes to Epping Forest District Council’s (EFDC) Planning Committees and the right of Town and Parish Councils retained a 1 objector in addition to neighbours (as existing).

Cllr Janet Whitehouse also provided information on EFDC’s Dementia Friendly Community training and the promotion of it.

146 FINANCIAL REPORT TO 31ST JULY 2024

Council considered the summary financial report for July 2024, 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.

147 ACCOUNTS FOR PAYMENT

Cllr G Scruton presented the payment schedules for July 2024. Council **APPROVED** the payment of accounts for July 2024.

Payments total: **£83,510.28**. (Payments from Barclays total £72.47 (please note a transfer of £50,000 from Barclays to the Co-operative). Payments from the Cooperative total £83,355.24 (please note a petty cash withdrawal of £250). Payments from the Co-operative Online total £82.57)

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 July 2024 were **APPROVED** as presented in the schedule.

148 STONARDS HILL CAR PARK

Cllr Jon Whitehouse entered during this item.

Council **CONSIDERED** the information regarding Stonards Hill car parking management system, as per **Attachment I**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government (Miscellaneous Provisions) Act 1976, s19;
- (ii) A meeting would be arranged between Cllr H Pegrum and a resident/residents opposite to discuss any potential landscaping/mitigation measures regarding Stonards Hill recreation car park signage.
- (iii) Residents should contact Epping Town Council with any concerns should any additional antisocial behaviour develop in the future.

149 EPPING TOWN COUNCIL HONOURS BOARD

Council **CONSIDERED** information to go on the new honours board, as per **Attachment J**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s111;
- (ii) Freeman and Town Clerks would be added to the new honours board;
- (iii) The only additional information to be placed on the current honours board would be the year of the current Town Clerk's end of tenure.

150 EPPING NEIGHBOURHOOD PLAN

Council **NOTED** the information regarding the next stages of Epping Neighbourhood Plan.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Localism Act 2011;
- (ii) People would be widely encouraged to take part.

151 SOUTH EPPING MASTERPLAN AREA CONSULTATION RESPONSE

Council **NOTED** Epping Town Council's South Epping Masterplan Area consultation response, as per **Attachment K**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Town and Country Planning Act 1990, s1, para 8;

- (ii) The consultation responses raw data and percentage response rate would be requested from Epping Forest District Council (EFDC).

152 ANNUAL TOWN MEETING 2025

(i) Date

Council discussed the date of the Annual Town Meeting 2025.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s9;
- (ii) The Annual Town Meeting 2025 would be held on Thursday 8th May 2025.

(ii) Format

Council discussed the format of the Annual Town Meeting 2025.

It was **RESOLVED** that:

- (i) The format would be broadly similar to 2024 but subjects and specific questions (rather than open ended topics) would be determined nearer the time.

153 EPPING TOWN SHOW 2025

Council discussed Epping Town Show 2025.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s145;
- (ii) There would be a Town Show in 2025 and it would be held on Sunday 6th July 2025;
- (iii) More help would be desirable.

154 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.

155 EPPING HALL WORKS

Council discussed the information regarding the offices and front of Epping Hall, as per **Attachment M**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be NOTED as the Local Government Act 1972, s136 & S112;
- (ii) The offices would be reconfigured, as detailed in **Attachment M** and further work would be undertaken on the details and costs by the Town Clerk, the Key Member for Epping Hall, Cllr H Pegrum and the Key Member for Finance, Cllr G Scruton.
- (iii) More work would be undertaken on the front of Epping Hall, with further costings and solutions sought, as per **Attachment M**. This would be brought back to Council in due course.

156 **CHRISTMAS LIGHTS CONTRACT**

Cllr C McCredie (Town Mayor) left the meeting during this item and Cllr Janet Whitehouse (Deputy Mayor) took the Chair.

Council discussed the Christmas lights contract as per **Attachment N**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s145;
- (ii) The Town Clerk was **AUTHORISED** to complete the Christmas Lights process (including the financial split as detailed), as per **Attachment N**;
- (iii) Work would be undertaken on gaining permissions and any problems/issues would be brought back to Council for discussion.

CLOSURE

The Deputy Mayor, Cllr Janet Whitehouse, closed the meeting at **9.56pm**.

Signature of Chairman

Date