



EPPING TOWN COUNCIL

EPPING HALL, ST JOHNS RD, EPPING, ESSEX CM16 5JU

Tel: 01992 579444 Fax: 01992 579446 e-mail: info@eppingtowncouncil.gov.uk

TO THE TOWN MAYOR and ALL MEMBERS of EPPING TOWN COUNCIL:

You are hereby summoned to attend an **ORDINARY MEETING** of the **Epping Town Council** which is to be held in the **Conference Room, Epping Hall, St Johns Road, Epping** on **Tuesday, 10th August 2021** at **7.30pm** in order to transact the following business:

Beverley Rumsey
Town Clerk
3rd August 2021

A G E N D A

1 APOLOGIES FOR ABSENCE

To receive any apologies and reasons for absence.

2 DECLARATIONS OF INTEREST

Members are invited to declare disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

3 DISPENSATIONS

To receive requests for dispensations from members concerning any item of business on this agenda.

4 PUBLIC PARTICIPATION - QUESTION TIME

The Mayor will invite public comments and responses in relation to items on this agenda. *Individuals will be permitted a maximum of three minutes each (total time for this session is limited to ten minutes).*

5 CONFIRMATION OF COUNCIL MINUTES

(Attachment A)

To approve as a correct record and sign the Minutes of the Ordinary Council Meeting held on 13th July 2021.

6 MINUTES OF COMMITTEE MEETINGS

To receive the signed Minutes of the following Committee meetings and to adopt any recommendations within the Minutes not previously adopted:

Planning & General Purposes Committee
Planning & General Purposes Committee

13th July 2021
27th July 2021

(Attachment B)
(Attachment C)

7 COMMUNICATIONS TO NOTE/REQUIRING DECISION

(i) Death of Former Town Mayor (1981-1982) Peter Burns

Epping Town Council were extremely saddened to hear of the death of former Town Mayor, Peter Burns, who was Mayor in 1981-82. The current Town Mayor, Cllr Michael Wright was honoured to be invited to read Peter's eulogy at his funeral and support Peter's family at this sad time.

Council is requested to **NOTE** this information.

(ii) Epping Menorah (Attachment D1)

Epping Town Council supported the Menorah in Epping in December 2020. The Town Clerk has been contacted regarding a request for the Menorah, as per **Attachment D1**.

Council is requested to **CONSIDER** this request and **DECIDE** what to do.

(iii) Parking Schemes Consultation: NEPP (Attachment D2)

At the Planning meeting on Tuesday 27th July, members requested that the parking scheme consultation for the five sites was put on the Council agenda, as they felt insufficient consultation had taken place. Some further information is provided, as per **Attachment D2**.

Council is requested to **CONSIDER** this information and **DECIDE** what to do.

(iv) Epping Forest District Council: Draft Local Plan main modifications consultation (Attachment D3)

The Town Clerk has considered Epping Forest District Council's (EFDC) Draft Local Plan main modifications document and has made comments as per **Attachment D3**. The Neighbourhood Planning Advisory Committee will be assessing the documentation and providing their comments.

Members have been sent the link to the full set of EFDC's documentation by email.

Council is requested to **CONSIDER** this information and **DECIDE**:

- (i) What representations to make to Epping Forest District Council in relation to this consultation;
- (ii) If any further work is required on the matter at this time (apart from consideration by the Neighbourhood Planning Advisory Committee).

8 TOWN MAYOR'S & DEPUTY MAYOR'S DUTIES (Attachment E)

Council to receive the duties undertaken by the Town Mayor and Deputy Town Mayor since 13th July 2021.

9 REPORTS FROM MEMBERS

To receive reports, if any, from Members on meetings or visits made since the Ordinary Council Meeting on 13th July 2021.

10 REPORT OF THE TOWN CLERK AND COUNCILLORS QUESTIONS (Attachment F)

A report from the Town Clerk on current activities and matters of interest to Council is attached.

11 FINANCIAL REPORT TO 31ST JULY 2021 (Attachment G)

Statutory Basis: Local Audit and Accountability Act 2014

Key Member: Cllr G Scruton

Council is requested to **CONSIDER** and **APPROVE** the summary financial report for July 2021 and **DECIDE** if any further action is required.

12 ACCOUNTS FOR PAYMENT (Attachment H)

Statutory Basis: Local Audit and Accountability Act 2014

Key Member: Cllr G Scruton

Council is requested to **APPROVE** the payment of accounts for July 2021.

Payments total: **£52,340,73**. (Payments from Barclays total £43.08 (please note a transfer of £50,000 from Barclays to the Co-operative).-Payments from the Cooperative total £51,976.20.-Payments from the Co-operative Online total £321.45.

13 GUEST SPEAKER: FRIENDS OF SWAINES GREEN

Statutory Basis: Local Government Act 1972, s111

Key Member: Cllr M Wright

Epping Town Council have invited local community groups to talk to Council about the work that they are doing in the Parish.

A representative from the Friends of Swaines Green will be Council's first guest speaker in this series, focusing on nature conservation and Lovelocks Meadow.

Council is requested to **NOTE** the information provided by the Guest Speaker.

14 EPPING ROSEBOWL (Attachment I)

Statutory Basis: Local Government Act 1972, s145

Key Member: Cllr J Duffell

- (i) Council is requested to **CONSIDER** the entries for the Epping Rosebowl as per **Attachment I**, which is awarded to the best floral display for business premises in Epping Parish and **DECIDE** who should receive the award/whether the award should be presented.

15 COUNCILLOR REQUEST

Statutory Basis: Local Government Act 1972, s111

Key Member: Cllr S Baker

Cllr S Baker has tabled a motion for consideration by Council.

"Council is requested to consider approving Councillor Baker providing a short monthly report of the meeting of full council for the Epping Community e-newsletter, CM16 Hub.

Councillor Baker will email a copy of each report to the Mayor before publication as a courtesy."

Council is requested to **CONSIDER** this motion and **DECIDE** what to do.

16 ANNUAL TOWN MEETING (Attachment J)

Statutory Basis: Local Government Act 1972, s9

Key Member: Cllr N Avey

(i) Date

The Annual Town Meeting for 2018-19 was held on Thursday 7th March 2019. The Town Meeting must be held between 1st March and 1st June. Due to the coronavirus health situation, legislation permitted Town Councils not to hold an Annual Town Meeting in 2020. The Annual Town Meeting for 2020-21 was held on 25th March 2021, by Zoom.

A suggested date for the 'in person' Annual Town Meeting for 2021-22 is **Thursday 21st April 2022** at Epping Hall.

Council is requested to **CONSIDER** this information and **DECIDE** the date for the Annual Town Meeting.

(ii) Format

Council is requested to **CONSIDER** the format of the Annual Town Meeting and **DECIDE**:

- (i) If they wish to follow the broad format used in 2018/19, as per **Attachment J**, with any necessary social distancing measures in place.

17 EPPING PLAYGROUND ASSOCIATION: GRANT SUGGESTION (Attachment K)

Statutory Basis: Local Government (Miscellaneous Provisions) Act 1976, s19

Key Member: Cllr M Wright

The Town Clerk has prepared some information on the funding situation regarding Lower Swaines playground refurbishment, as per **Attachment K**.

Council is requested to **CONSIDER** the information and **RECOMMENDATION** and **DECIDE** what to do.

18 STONARDS HILL RECREATION GROUND SKATE PARK WORKING PARTY

Statutory Basis: Local Government (Miscellaneous Provisions) Act 1976, s19

Key Member: Cllr M Wright

The deadline for tender submissions for the skate park at Stonards Hill recreation ground is Monday 6th September 2021. In accordance with our Standing Orders, the tenders will be opened by the Town Mayor and Town Clerk.

It will be necessary to analyse the tenders in partnership with the skate park requesters. The Town Clerk would **RECOMMEND** a Skate Park working party for this task. This may be the current Stonards Hill working party or may be a separate group.

Council is requested to **CONSIDER** this information and **DECIDE** who wishes to take part in the Skate Park Working Party.

***Please note: there are no 'Excluded From the Press and Public' items on this agenda.**

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.