



EPPING TOWN COUNCIL

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

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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, 18th January 2022** at **6.30pm** in order to transact the following business:

Beverley Rumsey
Town Clerk
12th January 2022

*Please note: this meeting was rescheduled from 11th January 2022.

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 14th December 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:

Neighbourhood Planning Advisory Committee 25th November 2021

(Attachment B)

Planning & General Purposes Committee 14th December 2021

(Attachment C)

7 COMMUNICATIONS TO NOTE/REQUIRING DECISION (Attachment D)**(i) Request from Epping Forest District Council: Town Centre Regeneration**

Epping Town Council have received a request from Epping Forest District Council (EFDC) regarding a financial contribution towards their regeneration of High Streets project. Some more information is provided as per **Attachment D**.

The website link to EFDC's document is: <https://www.eppingforestdc.gov.uk/wp-content/uploads/2021/07/Epping-Regeneration-Study-Final-Copy-18.05.2021.pdf>

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

(ii) Royal British Legion thanks

Epping Town Council have received a card of thanks from the Royal British Legion thanking them for the £67.48 collected at Epping Hall over the Remembrance period.

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

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 14th December 2021.

9 REPORTS FROM MEMBERS

To receive reports, if any, from Members on meetings or visits made since the Ordinary Council Meeting on 14th December 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 DECEMBER 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 to the end of December 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 December 2021 totalling £56,836.90 (Barclays: £44.50, The Co-operative £56,635.38 & The Co-operative online £157.02). **Please note:** a petty cash transfer of £250 from the Co-operative.

13 BUDGET 2022/2023 SECOND ESTIMATES

(Attachments I, IA & IB)

Statutory Basis: Accounts and Audit (England) Regulations 2011 and the Audit Commission Act 1998 s44, Local Audit & Accountability Act 2014

Key Member: Cllr G Scruton

Attachment: Detailed Draft Budget (Attachment I)

Attachment: Budget with funds transfers (Attachment IA)

Attachment: Draft charges: 3% increase (Attachment IB)

Epping Town Council's draft budget has been considered at the December Ordinary Council meeting (Minute #336 of 2021/22) and it was **RESOLVED** that the budget presented showing a 3% increase to the precept should be **APPROVED**, with some final amendments brought back to Council in January 2022, to ensure the general reserve balances are adequate. The Town Clerk and Key Member for Finance, Cllr G Scruton, have revisited this to make some adjustments and ensure the balances are as accurate as possible and the general reserves are sufficient.

The budget presented as per **Attachment I** shows an increase to the precept of £2.96 per annum per band D equivalent household, which would result in adequate general reserves.

RECOMMENDATION 1: Epping Town Council should approve the budget presented as per **Attachment I** and **AUTHORISE** the Town Mayor to sign the precept demand of £538,414 on behalf of Epping Town Council.

RECOMMENDATION 2: Epping Town Council should approve the draft charges presented as per October 2021, with a 3% increase across all services from 1st April 2022, with the exception of Epping Monday market (nil increase).

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

Please note: there are no exclusion of the public and press 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.