

**MINUTES** of the **ORDINARY COUNCIL MEETING** held in the Conference Room, Epping Hall, on **Tuesday 14<sup>th</sup> September 2021 at 7.30pm.**

**PRESENT:**

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

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

**IN ATTENDANCE:** 1 member of the press, 3 members of the public. 3 guest speakers.

**170 APOLOGIES FOR ABSENCE**

There were apologies for absence from Cllr C McCredie.

**171 DECLARATIONS OF INTEREST**

Cllr N Avey and Cllr J Whitehouse declared a non pecuniary interest in agenda item 8 as District Councillors. Cllr M-L Whitbread declared a non pecuniary interest in agenda item 8 as she is related to the leader of Epping Forest District Council. Cllr J Whitehouse declared a further non pecuniary interest in agenda item 8 as a neighbouring resident of St John's.

**172 DISPENSATIONS**

There were no dispensations.

**173 PUBLIC PARTICIPATION - QUESTION TIME**

There were no public questions or comments.

**174 CONFIRMATION OF COUNCIL MINUTES**

It was **RESOLVED** that the minutes of the Ordinary Council Meeting held on 10<sup>th</sup> August 2021 be signed by the Mayor as a true record and adopted by the Council.  
**(Attachment A)**

**175 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	10 <sup>th</sup> August 2021	<b>(Attachment B)</b>
Neighbourhood Planning Advisory Committee	12 <sup>th</sup> August 2021	<b>(Attachment C)</b>
Planning & General Purposes Committee	24 <sup>th</sup> August 2021	<b>(Attachment D)</b>

**176 GUEST SPEAKER:  
EPPING FOREST DISTRICT COUNCIL: COMMUNITY, CULTURE & WELLBEING TEAM**

Council heard a presentation from Guest Speaker Fabrizio Ferrari on behalf of Epping Forest District Council's Community, Culture & Wellbeing Team.

It was **RESOLVED** that:

- (i) Council would **NOTE** the information provided.

**177 QUALIS REPRESENTATION**

Council heard a presentation from Qualis relating to the three residential sites proposed for Epping, that have been submitted as planning applications and subsequently revised.

It was **RESOLVED** that:

- (ii) Qualis would consider Epping Town Council's comments;
- (ii) Epping Town Council would continue to submit comments and liaise with Qualis, as the schemes develop.

**178 COMMUNICATIONS TO NOTE/REQUIRING DECISION**

- (i) Epping High Street musicians: electrical situation**

Council discussed musicians in the High Street, as per **Attachment E1**.

It was **RESOLVED** that:

- (i) Epping Town Council would invite/encourage buskers to perform in the High Street on a Monday (to coincide with the market) and if buskers chose to visit on other days, they would just arrive, rather than being included in the market set up.

- (ii) Public Work Loans Board (PWLB) updated guidance**

Council **NOTED** the updated guidance, as per **Attachment E2** (this section does not affect Town and Parish Councils).

- (iii) Qualis communication**

Epping Town Council **NOTED** the communication from Qualis.

- (iv) Community boxing initiative**

Council **NOTED** the details of the community boxing initiative, as per **Attachment E3**.

**179 TOWN MAYOR & DEPUTY TOWN MAYOR'S DUTIES**

The duties undertaken by the Town Mayor and Deputy Town Mayor since the Ordinary Council meeting on 10<sup>th</sup> August 2021 were **NOTED**.

**180 REPORTS FROM MEMBERS**

Reports from members were received on meetings or visits since the Ordinary Council meeting on 10<sup>th</sup> August 2021:

Cllr C Burgess	Housing Review EFDC	16 <sup>th</sup> August 2021
	Epping Hall working party	17 <sup>th</sup> August 2021
	Heart of Epping meeting	26 <sup>th</sup> August 2021
Cllr S Baker	Blue plaque Jill Barklem	25 <sup>th</sup> August 2021
Cllr M-L Whitbread	War Memorial rededication	21 <sup>st</sup> August 2021
Cllr G Scruton	Epping Hall working party	17 <sup>th</sup> August 2021
	War Memorial rededication	21 <sup>st</sup> August 2021
	Blue plaque Jill Barklem	25 <sup>th</sup> August 2021
Cllr J Duffell	War Memorial rededication	21 <sup>st</sup> August 2021
Cllr J Whitehouse	War Memorial rededication	21 <sup>st</sup> August 2021
	Heart of Epping meeting	26 <sup>th</sup> August 2021
	Skate Park working party	9 <sup>th</sup> September 2021
Cllr R Griffiths	EFDC Environmental Forum	August 2021
Cllr N Avey	Theydon Trusts meeting	7 <sup>th</sup> September 2021
	Skate Park working party	9 <sup>th</sup> September 2021

#### 181 **REPORT OF THE TOWN CLERK AND COUNCILLORS QUESTIONS**

The Town Clerk highlighted the decommissioned boiler at the Jack Silley Pavilion, which would be brought back to Council.

The Town Clerk highlighted the Mayor's Garden Party on 16<sup>th</sup> September 2021 and the Happyfest event on 26<sup>th</sup> September 2021.

The Town Clerk highlighted the new market events vehicle which had been ordered and the positive skate park working party meeting following the receipt of tenders.

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

#### 182 **FINANCIAL REPORT TO 30TH AUGUST 2021**

Council considered the summary financial report for August 2021, presented by the 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.

#### 183 **ACCOUNTS FOR PAYMENT**

The payment schedules for August 2021 totalling £60,464.85 were **APPROVED** as per **Attachment I**. Payments from Barclays total £80.96 (please note a transfer of £50,000 from Barclays to the Cooperative). Payments from the Co-operative total £58,766.35 (please note a transfer to the Co-operative online of £750). Payments from The Co-operative online total: £1,617.54.

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 August 2021 were **APPROVED** as presented in the schedule.

**184 DRAFT LOCAL PLAN MAIN MODIFICATIONS CONSULTATION**

Council considered Epping Forest District Council’s Draft Local Plan Main Modifications consultation response documents, prepared by the Town Clerk on Council’s behalf, as per **Attachment J**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Town and Country Planning Act 1990, Localism Act 2011
- (ii) The documents would be **APPROVED** as Epping Town Council’s response to Epping Forest District Council’s Main Modifications consultation, subject to the following amendment:

‘This is not clear’ would be added to points where there was a question mark (indicating uncertainty).

**185 EXTERNAL AUDIT 2020-2021**

Council **NOTED** the completed externally audited Annual Return 2020-21, which had been signed off without any other comments.

It was **RESOLVED** that:

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

**186 GRANT REQUESTS**

Council **CONSIDERED** the grant requests, as per **Attachment L1 & L2**.

It was **RESOLVED** that:

- (i) Epping Town Council would resurface the petanque piste at Stonards Hill recreation ground from their Parks & Building Maintenance, Repairs & Maintenance budget (240/4260) rather than issue a grant as per **Attachment L1**.
- (ii) A grant would not be awarded for **Attachment L2**.

**187 THE QUEEN’S GREEN CANOPY**

Council discussed the Queen’s Green Canopy, as per **Attachments M & M1**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s111;
- (ii) Three oak trees would be planted at Stonards Hill recreation ground;
- (iii) These would be semi-established, rather than saplings.

**188 CIVIC RECEPTION 2022**

Council discussed the Civic Reception 2022.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s145;
- (ii) The Civic Reception 2022 will be held on Friday 29<sup>th</sup> April 2022.

**189 TOWN SHOW 2022**

Council discussed the Town Show 2022.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s145;
- (ii) The Town Show 2022 will be held on Sunday 3<sup>rd</sup> July 2022.

**190 SAFER EPPING GROUP**

Council discussed reinstating the Safer Epping group meetings (following no meetings during the coronavirus health situation.)

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s111;
- (ii) Epping Town Council would liaise with St Johns Church, Epping and discuss whether the initial meetings could be held in the Church or at Epping Hall;
- (iii) A meeting would then be scheduled.

**192 EXCLUSION OF THE 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.

**193 EPPING TOWN COUNCIL BOOKING SYSTEM**

Council discussed Epping Town Council's booking system **RECOMMENDATION**, as per Attachments N & N1.

It was **RESOLVED** that:

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- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s111;
  - (ii) Epping Town Council would use the RBS Booking System as detailed in the Attachments.

**CLOSURE**

The Town Mayor, Cllr M Wright, closed the meeting at **9.55pm.\***

**(Please note: the meeting started at 7.45pm and overran by 10 minutes as there were two sets of guest speakers.)**

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**Signature of Chairman**

**Date**