

**MINUTES** of the **ORDINARY COUNCIL MEETING** held in the Conference Room, Epping Hall, on **Tuesday 8<sup>th</sup> February 2022 at 7.30pm.**

**PRESENT:**

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

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

**IN ATTENDANCE:** 3 members of the public

**383 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr N Avey and Cllr R Griffiths. Apologies for lateness were received from Cllr J Whitehouse.

**384 DECLARATIONS OF INTEREST**

Cllr C McCredie & Cllr J Whitehouse declared a non-pecuniary interest in agenda item 7(ii) as they are also Epping Forest District Councillors.

**385 DISPENSATIONS**

There were no dispensations.

**386 PUBLIC PARTICIPATION - QUESTION TIME**

There were no public questions or comments.

**387 CONFIRMATION OF COUNCIL MINUTES**

It was **RESOLVED** that the minutes of the Ordinary Council Meeting held on 18<sup>th</sup> January 2022 be signed by the Mayor as a true record and adopted by the Council.

**388 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	11 <sup>th</sup> January 2022 ( <b>Attachment B</b> )
Planning & General Purposes Committee	25 <sup>th</sup> January 2022 ( <b>Attachment C</b> )

**389 COMMUNICATIONS TO NOTE/REQUIRING DECISION**

**(i) Queen’s Platinum Jubilee Celebration Weekend 2022**

Council discussed the Queen’s Platinum Jubilee Celebration Weekend 2022 as per **Attachment D**.

It was **RESOLVED** that:

Epping Town Council would undertake the items on **Appendix D**.

**(ii) Request from Epping Forest District Council: Town Centre Regeneration**

Cllr J Whitehouse entered during this item.

Council listened to a speaker from Epping Forest District Council (Town Centre manager, Paul Messenger) on the request for £5000 from EFDC towards the regeneration of the High Street.

It was **RESOLVED** that:

- (i) Epping Town Council would not contribute £5000 to this project;
- (ii) Epping Town Council would be happy to assist Epping Forest District Council with their project, but not financially.

**(iii) Essex County Council Climate funding**

Council considered the Essex County Council Climate funding, as per **Attachment D1**.

It was **RESOLVED** that:

- (i) Cllr C McCredie and the Town Clerk would look at the funding in more detail to see if anything would be suitable for Epping Town Council.

**(iv) Jack Silley Pavilion: boiler serving the Forest Room**

Council considered the information regarding the Jack Silley Pavilion boiler serving the Forest Room.

It was **RESOLVED** that:

- (i) The Town Clerk was **AUTHORISED** to have the boiler repaired, subject to a suitable quotation, in consultation with Cllr H Pegrum (as Key Member for the Jack Silley Pavilion) and Cllr G Scruton (as Key Member for Finance).

**(v) Esso Island land**

Council considered the Esso Island land request, as per **Attachment D2**.

It was **RESOLVED** that:

- (i) Three trees would be permitted, but these should be native trees and a rowan, silver birch and wild cherry would be suggested;
- (ii) Cllr C Burgess and Cllr C McCredie would meet with the Theydon Grove Residents Association to assist with this, alongside the Town Clerk and Town Supervisor if required.

**(vi) Blue plaque request: Epping Market**

Council considered the blue plaque request for Epping Market.

It was **RESOLVED** that:

- (i) A blue plaque for Epping Monday Market would be provided in Epping High Street (on Aves Optometrist, 221 High Street, Epping);
- (ii) The wording would be agreed by the nominator and Epping town councillors.

**390 TOWN MAYOR’S & DEPUTY MAYOR’S DUTIES**

The duties undertaken by the Town Mayor and Deputy Town Mayor since the Ordinary Council meeting on 18<sup>th</sup> January 2022 were **NOTED**, with the following addition:

Deputy Town Mayor: Dedication of new stained glass window St John’s Church  
(5<sup>th</sup>) February 2022

**391 REPORTS FROM MEMBERS**

Reports from members were received on meetings or visits since the Ordinary Council meeting on 18<sup>th</sup> January 2022:

Cllr G Scruton	Playground meeting	18 <sup>th</sup> January 2022
Cllr S Baker	Playground meeting	18 <sup>th</sup> January 2022
Cllr C Burgess	Playground meeting	18 <sup>th</sup> January 2022
Cllr M-L Whitbread	Playground meeting	18 <sup>th</sup> January 2022
Cllr C McCredie	Essex Association of Local Councils (EALC) Climate Conference	27 <sup>th</sup> January 2022

**392 REPORT OF THE TOWN CLERK AND COUNCILLORS QUESTIONS**

The Town Clerk highlighted that it was proving difficult to find a new caretaker. The Town Clerk highlighted the planting of the 3 oak trees at Stonards Hill recreation ground as part of the Queen’s Green Canopy on Wednesday 9<sup>th</sup> February 2022.

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

**393 FINANCIAL REPORT TO 31st JANUARY 2022**

Council considered the summary financial report for January 2022, 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.

**394 ACCOUNTS FOR PAYMENT**

Council’s Key Member for Finance, Cllr G Scruton presented the payment schedules for January 2022 totalling **£43,060.01**. (Payments from Barclays total £80.39, the Cooperative-£42,906.78, the Co-operative Online total £72.84.)

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 January 2022 were **APPROVED** as presented in the schedule.

**395 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.

**396 TOWNSPERSON OF THE YEAR 2021**

Council discussed the nominations for Townsperson of the Year 2021 as per **Attachment I**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s111;
- (ii) Townsperson of the Year 2021 would be awarded (to be presented at the Civic Reception in April 2022.)

**397 CIVIC AWARD SCHEME**

Council discussed the Civic Award scheme and information 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) No award would be made this year;
- (iii) Members would look out for suitable buildings throughout the year and report them to the Town Council's office team.

**398 EPPING HALL WORKS**

Council discussed the Epping Hall works, as per **Attachment K**.

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s133;
- (ii) Some further revisions would be made and these would be brought back to Council in March for potential **APPROVAL** to proceed. (If a working party meeting was needed in the interim it would be scheduled.)

**399 ESSO ISLAND LAND**

Council considered the Esso Island land information, as per **Attachment L**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s124, s126 & s127;
- (ii) No further action was required at the current time.

**400 ELECTRICAL WORKS CONTRACT: CHRISTMAS LIGHTS**

Council discussed the electrical works for the Christmas Lights, as per **Attachment M**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s144;
- (ii) This work was **APPROVED**, subject to final quotations and a final quotation consultation with the Town Mayor (Cllr M Wright) and Key Member for Finance (Cllr G Scruton).

**CLOSURE**

The Town Mayor, Cllr M Wright, closed the meeting at **9.44pm**.

**(Please note:** this meeting overran slightly as there were guest speakers.)

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**Signature of Chairman**

**Date**