

COUNCIL MEETING
20th DECEMBER 2007

- * Cllr. S.C. Pryde (Mayor)
- * “ A.L. James (Deputy Mayor)
- * “ Mrs. P.C. Brooks
- * “ A.B. Clark
- “ J. Collier
- * “ Mrs. R. Gadsby
- * “ W.J. Pryor
- * “ Mrs. S.A. Stavrou
- * “ A.P. Watts
- * “ Mrs. E.A. Webster

* Denotes Members present.

In attendance: Town Clerk and Recreation and Amenities Manager.

Also in attendance: Ms.L. Wishart, Audit Manager.

642. **Apologies for Absence:** Apologies for absence were received from Cllr. Collier.
643. **Declarations of Interest:** There were no declarations of interest.
644. **Annual Governance Report – Financial Year 2006/07:** Ms. Wishart, the Audit Manager, presented the Annual Governance Report for the Financial Year 2006/07. Ms. Wishart went on to make specific reference to the difference between long term borrowing and leasing arrangements as set out on page 8, the Statement of Recommended Practice for Accounting Policies as referred to in Note 26, and the Policy on Legal Advice referred to in Note. 27. Following full discussion by Members it was moved by the Mayor and
- RESOLVED – THAT (a) the Annual Governance Report for the Financial Year 2006/07 be accepted,
(b) the Management Representation letter to the District Auditor from the Town Clerk as set out in Appendix 5 be approved and
(c) confirmation of ownership of the Cemetery Lodge, Cemetery Chapel, Capershott Allotments and Denny Avenue Allotments be noted.
645. **Statement of Accounts Year Ended 31st March 2007 – Amended:** Members referred to the Amended Statement of Accounts for the Financial Year ending 31st March 2007. Cllr. Watts referred to the funding surplus for the year and to the level of reserves currently held by the Council. Members asked specific questions following which it was moved by the Mayor and

RESOLVED – THAT the amended Statement of Accounts for the Financial Year ended 31st March 2007 be received and approved and the Mayor and Town Clerk be authorised to sign the statement.

Cllr. Pryor abstained from voting as he was not a Member of the Council during the accounting period.

646. **Statement of Internal Control – Amended:** Members referred to the amended Statement of Internal Control and following discussion it was moved by the Mayor and

RESOLVED – THAT the Statement of Internal Control be approved and the Mayor and Town Clerk be authorised to sign the statement.

647. **Best Value Performance Plan 2007/08:** It was moved by the Mayor and

RESOLVED – THAT the Best Value Performance Plan for the Financial Year 2007/08 be approved.

648. **Minutes:** RESOLVED – THAT the Minutes of the Meeting of the Council held on 1st November 2007, copies of which had been previously circulated to all Members, be taken as read, approved as a correct record and signed by the Mayor.

649. **Matters Arising from the Minutes:** On Minute 457 – Proposed Public Meeting in respect of Heavy Goods Vehicles accessing Beechfield Walk and Lodge Lane – Cllr. Mrs. Webster asked for a current situation report. The Mayor informed Members that a public meeting would be held if and when necessary.

On Minute 461 – Placement of Street Cleaning Bin Bags adjacent to the Town Hall Public Conveniences – Cllr. Pryde asked that this matter be followed up with John Gilbert, Head of Environmental Services at Epping Forest District Council.

On Minute 461 – The Gladeway – Cllr. Clark asked if additional works had been carried out by Epping Forest District Council. The Recreation and Amenities Manager was requested to pursue this.

650. **Questions:** There were no questions in pursuance of Standing Order No. 10.

651. **Public Questions:** There were no Public Questions.

652. **Plans Sub-Committee Minutes and Report dated 1st November 2007:** It was moved by Cllr. James, seconded and

RESOLVED – THAT the Minutes and Report dated 1st November 2007 including the Recommendations therein be received, approved and adopted.

653. **Town Twinning Sub-Committee Minutes and Report dated 5th November 2007:** It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Minutes and Report dated 5th November 2007 including the Recommendations therein be received.

Cllr. Pryde referred to the German themed evening and it was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Council’s appreciation be recorded for the efforts of the staff involved in making this event the success it was.

RESOLVED – THAT subject to the above the Minutes and Report dated 5th November 2007 including the Recommendations therein be approved and adopted.

654. **Policy & Resources Committee Minutes and Report dated 8th November 2007:** It was moved by Cllr. Watts, seconded and

RESOLVED – THAT the Minutes and Report dated 8th November 2007 be received.

On Minute 509 – Nissan Truck – Cllr. Watts asked for a current situation report. The Recreation and Amenities Manager advised Members that the gear box on this vehicle needed replacing and Cllr. Pryde asked for a further report to be submitted to Members when additional information was available.

RESOLVED – THAT subject to the above the Minutes and Report dated 8th November 2007 be approved and adopted.

655. **Plans Sub-Committee Minutes and Report dated 14th November 2007:** It was moved by Cllr. James, seconded and

RESOLVED – THAT the Minutes and Report dated 14th November 2007 including the Recommendations therein be received, approved and adopted.

656. **Licensed Bars and Catering Sub-Committee Minutes and Report dated 19th November 2007:** It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Minutes and Report dated 19th November 2007 including the Recommendations therein be received.

On Minute 530b – External Doors – Cllr. Watts asked for a current situation report. The Mayor informed Members that on the advice of the contractors it had been decided to install sapele external doors. The Mayor went on to advise Members of the excellent co-operation of the contractors involved in this project.

RESOLVED – THAT subject to the above the Minutes and Report dated 19th November 2007 including the Recommendations therein be approved and adopted.

657. **Leisure & Community Committee Minutes and Report dated 22nd November 2007:**
It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Minutes and Report dated 22nd November 2007 be received.

On Minute 558 – Retail Market – Cllr. Pryde asked if traders would be pitching out on Christmas Eve. The Town Clerk advised Members that as Christmas Eve this year was on a Monday this would clash with the Charter Market at Epping and therefore traders would not be pitching.

On Minute 559 – Retail Market Complaint – Cllr. Clark asked for a current situation report, going on to say that the stall referred to in the complaint encroaches not only on the shop but also on Barclays Bank ATM and he was of the opinion that due to the size of the stall it should be moved into the Market Square. Cllr. Mrs. Brooks went on to say that the matter of stalls in Sun Street had been discussed at the last meeting of the Town Partnership as a result of complaints of obstruction. The Mayor advised Members that he had investigated and in his opinion the stall was not obscuring the premises in Sun Street as claimed. The Mayor went on to say that stalls had been placed in Sun Street as a result of requests from shop keepers and the Chamber of Commerce.

On Minute 570 – Golf Driving Range – The Town Clerk was asked for a current situation regarding the proposed lease. The Town Clerk informed Members that the Draft Lease had now been forwarded to the developers solicitors.

RESOLVED – THAT subject to the above the Minutes and Report dated the 22nd November 2007 be approved and adopted.

658. **Development & Environment Committee Minutes and Report dated 22nd November 2007:** It was moved by Cllr. Mrs. Stavrou, seconded and

RESOLVED – THAT the Minutes and Report dated 22nd November 2007 be received.

On Minute 578 – Brooker Road – Cllr. Pryde asked that this matter be pursued with Essex County Council Highways and Transportation Department.

On Minute 581 – Darby Drive Car Park – The Chairman advised Members that she had referred this proposal to the Anti Social Behaviour Co-ordinator who had concerns at the siting of the public seating. The Officer would discuss this with the Planning Officer involved.

RESOLVED – THAT subject to the above the Minutes and Report dated 22nd November 2007 be approved and adopted.

659. **Plans Sub-Committee Minutes and Report dated 28th November 2007:** It was moved by Cllr. James, seconded and

RESOLVED – THAT the Minutes and Report dated 28th November 2007 including the Recommendations therein be received, approved and adopted.

660. **Plans Sub-Committee Minutes and Report dated 12th December 2007:** It was moved by Cllr. James, seconded and

RESOLVED – THAT the Minutes and Report dated 12th December 2007 including the Recommendations therein be received, approved and adopted.

661. **Policy & Resources Committee Minutes and Report dated 13th December 2007:** It was moved by Cllr. Watts, seconded and

RESOLVED – THAT the Minutes and Report dated 13th December 2007 be received, approved and adopted.

662. **Establishment Review Sub-Committee Minutes and Report dated 13th December 2007:** It was moved by Cllr. Mrs. Stavrou, seconded and

RESOLVED – THAT the Minutes and Report dated 13th December 2007 including the Recommendations therein be received, approved and adopted.

663. **Vacation Powers – Christmas Recess:** It was moved by the Mayor and

RESOLVED – THAT from the 21st December 2007 until the date of the next ordinary meeting of the Council, the Mayor, Deputy Mayor, Leader of Council, Minority Group Leader and appropriate Committee Chairman in consultation with the Town Clerk be empowered to take any urgent action and to instruct the Town Clerk accordingly.

664. **Mayor's Announcements, Correspondence and Engagements:** The Mayor referred to various events he had attended and informed Members that he had participated in a night Police patrol throughout Epping, Loughton and Waltham Abbey. The Mayor referred to the recent Carol Concert and suggested that in future carols are sung before the Cavalcade of Light and asked that this be included for consideration at the next Promotions Committee. It was moved by the Mayor and

RESOLVED- THAT this information be noted.

665. **Waltham Abbey Youth 2000:** Members noted that correspondence had been received from Waltham Abbey Youth 2000 asking if the Council wished to nominate a representative to the Management Committee. It was moved by the Mayor and

RESOLVED – THAT Cllrs. Pryor and Clark be nominated to represent the Council.

666. **Proposed Visit to Hoerstel:** The Mayor referred to correspondence from the Twinning Association regarding the proposed Joint (Civic/Twinning Association) visit to Hoerstel which the Association had suggested should take place between Wednesday 2nd April and Monday 7th April 2008. Members were concerned that this was shortly before the date of the Elections and it was moved by the Mayor and

RESOLVED – THAT the Town Twinning Association be advised that the Council cannot participate until after the date of the Election.

667. **Pick Hill Lorry Park, Magic Lakes, Pick Hill:** Members noted that the Transport Commissioner had asked if the Town Council wished this matter to be referred to a public enquiry. Following discussion it was moved by the Mayor and

RESOLVED – THAT (a) the Town Clerk investigate who would be liable for the cost of the public enquiry and
(b) what involvement would Epping Forest District Council take in this action.

668. **Status List:** Members referred to the Status List and Cllr. Clark referred to the estimated completion date of works of the Cemetery extension. The Recreation and Amenities Manager would amend the completion date. Cllr. Pryor referred to the proposal to install CCTV in car parks and asked that this matter be urgently pursued. Cllr. Pryde asked the Officers to ensure that the leaf sweeping machine was operational. It was moved by the Mayor and

RESOLVED – THAT subject to the above the Status List be noted.

669. **Absence from Meetings:** Cllr. Pryor apologised to the Council for having missed some recent meetings due to ill health. The Mayor thanked Cllr. Pryor for his apology and on behalf of the Council said he was pleased to see that he was back to full health. It was moved by the Mayor and

RESOLVED – THAT this information be noted.

670. **Exclusion of Press and Public:** It was moved by the Mayor and

RESOLVED – THAT in view of the confidential nature of the business about to be transacted and listed below, the press and public be excluded from the remainder of the meeting.

671. **Minutes – Part B:**

672. **Minutes & Reports – Part B:**

673. **Staff:**

S.C. PRYDE - MAYOR