

COUNCIL MEETING
26th FEBRUARY 2009

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

* Denotes Members present.

In attendance: Town Clerk, Senior Assistant to the Town Clerk and Recreation and Amenities Manager.

863. **Apologies for Absence:** Apologies for absence were received from Cllr. Watts.

864. **Declarations of Interest:**

Member	Item	Interest	Reason	Action
Cllr. Mrs. E. Webster	Highways – Fernhall Lane & Long Street	Personal	Resident of Fernhall Lane	Remained
Cllr. J. Collier	Highways – Market Square Parking	Personal	Resident/business in Market Square	Remained
Cllr. Mrs. S. Stavrou	Highways – Signage at Lippitts Hill	Personal	Resident of Lippitts Hill	Remained
Cllr. Mrs. R. Gadsby	Proposed Golf Driving Range – Lease	Personal	Spouse of the Senior Partner of the Council’s solicitors	Remained

865. **Essex Police “Watch” Scheme:** The Mayor welcomed Colin Freeman, the Essex Police “Watch” Scheme co-ordinator who explained the various “Watch” Schemes including Pub Watch, Shop Watch and Horse Watch. Mr. Freeman went on to say that Neighbourhood Watch Schemes were being rejuvenated and Business Watch and Junior Watch for schools were being introduced. Mr. Freeman was hoping to arrange a public meeting in Waltham Abbey and Members agreed to assist with promoting this event. In a response to a question from Cllr. Mrs. Stavrou, Mr. Freeman confirmed that there was now a new general emergency telephone number for the County which was 0300 333 4444. The Mayor thanked Mr. Freeman for his attendance and confirmed that the Town Council would support the various initiatives.

866. **Highways:** The Mayor welcomed Trevor Baker from the County Highways Area Office who answered Members questions as set out at the Appendix to these Minutes.

867. **Minutes:** RESOLVED – THAT the Minutes of the meetings of the Council held on 18th December 2008, 22nd January 2009, 29th January 2009 and 12th February 2009, copies of which had been previously circulated to all Members, be taken as read, approved as a correct record and signed by the Mayor.

868. **Questions:** There were no questions from Members in pursuance of Standing Order No. 10.

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

870. **Plans Subcommittee Minutes & Report dated 18th December 2008:** It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Minutes, Report and Recommendations therein dated 18th December 2008 be received, approved and adopted.

871. **Tourist Information Centre Management Subcommittee Minutes & Report dated 12th January 2009:** It was moved by Cllr. Mrs. Brooks, seconded and

RESOLVED – THAT the Minutes, Report and Recommendations therein dated 12th January 2009 be received, approved and adopted.

872. **Plans Subcommittee Minutes & Report dated 22nd January 2009:** It was moved by Cllr. James, seconded and

RESOLVED – THAT the Minutes, Report and Recommendations therein dated 22nd January 2009 be received, approved and adopted.

873. **Policy & Resources Committee Minutes & Report dated 22nd January 2009:** It was moved by Cllr. Pryor, seconded and

RESOLVED – THAT the Minutes and Report dated 22nd January 2009 be received, approved and adopted.

874. **Town Plans Steering Group Minutes & Report dated 22nd January 2009:** It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Minutes, Report and Recommendations therein dated 22nd January 2009 be received, approved and adopted.

875. **Licensed Bars and Catering Subcommittee Minutes & Report dated 26th January 2009:** It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Minutes, Report and Recommendations therein dated 26th January 2009 be received, approved and adopted.

876. **Town Promotions Subcommittee Minutes & Report dated 26th January 2009:** It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Minutes, Report and Recommendations therein dated 26th January 2009 be received, approved and adopted.

877. **Policy & Resources Committee Minutes & Report dated 29th January 2009:** It was moved by Cllr. Pryor, seconded and

RESOLVED – THAT the Minutes and Report dated 29th January 2009 be received, approved and adopted.

878. **Plans Subcommittee Minutes & Report dated 9th February 2009:** It was moved by Cllr. James, seconded and

RESOLVED – THAT the Minutes, Report and Recommendations therein dated 9th February 2009 be received, approved and adopted.

879. **Leisure & Community Committee Minutes & Report dated 9th February 2009:** It was moved by Cllr. Mrs. Gadsby, seconded and

RESOLVED – THAT the Minutes and Report dated 9th February 2009 be received, approved and adopted.

880. **Development & Environment Committee Minutes & Report dated 9th February 2009:** It was moved by Cllr. Clark, seconded and

RESOLVED – THAT the Minutes and Report dated 9th February 2009 be received, approved and adopted.

881. **Policy & Resources Committee Minutes & Report dated 12th February 2009:** It was moved by Cllr. Pryor, seconded and

RESOLVED – THAT the Minutes and Report dated 12th February 2009 be received, approved and adopted.

882. **Town Plan Steering Group Minutes & Report dated 12th February 2009:** It was moved by Cllr. Clark, seconded and

RESOLVED – THAT the Minutes, Report and Recommendations therein dated 12th February 2009 be received, approved and adopted.

883. **Licensed Bars and Catering Subcommittee Minutes & Report dated 23rd February 2009:** It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Minutes, Report and Recommendations therein dated 23rd February 2009 be received.

On Minute 854 – 18th Birthday Parties at the Cornmill Suite – Cllr. Clark asked if identification documents could be requested to overcome this issue. The Town Clerk explained that identification was requested where appropriate however due to the location of the bar away from the function room Officers were concerned that older patrons were purchasing alcoholic drinks for under aged persons who were consuming it out of sight of the bar staff.

RESOLVED – THAT subject to the above the Minutes, Report and Recommendations therein be approved and adopted.

884. **Staff Selection Panel Minutes & Report dated 25th February 2009:** It was moved by Cllr. Pryde, seconded and

RESOLVED – THAT the Minutes, Report and Recommendations therein dated 25th February 2009 be received.

On Minute 857 Cllr. Clark asked were Members confident in selecting from only one interviewee. The Mayor explained how this situation had arisen and went on to say that generally Members present at the selection were supportive of the action taken.

RESOLVED – THAT subject to the above the Minutes, Report and Recommendations therein dated 25th February 2009 be approved and adopted.

885. **Motions:** There were no Motions in pursuance of Standing Order No. 8.
886. **Mayor's Announcements, Correspondence and Engagements:** The Mayor advised Members that this had been a quiet period and he had nothing to report.
887. **EFDC Housing Strategy 2009/2012:** Members noted that District Council is undertaking a review of its current Housing Strategy and the Local Councils had been invited to make observation if appropriate. It was moved by the Mayor and

RESOLVED – THAT the EFDC Housing Strategy 2009/2012 be noted.

888. **Housing Strategy Conference:** Members noted District Council was promoting a one day conference on Wednesday 18th March to discuss a Draft Strategy. Cllr. Mrs. Brooks signified her interest in attending and it was moved by the Mayor and

RESOLVED – THAT Cllr. Mrs. P. Brooks attend on behalf of the Town Council.

889. **EFDC Planning Protocol for Councillors and Officers:** Members referred to the District Council's Standards Committee proposal to review this protocol and following discussion it was moved by the Mayor and

RESOLVED – THAT (a) the proposal be noted and
(b) the Town Clerk obtain the training timetable in respect of planning.

890. **Code of Recommended Practice on Local Authority Publicity – Consultation:** Members referred to this consultation document and Cllr. Mrs. Brooks advised that District Council had reviewed the document and felt there was very little need for change and it was moved by the Mayor and

RESOLVED – THAT the Consultation Document be noted.

891. **Parish Councils (Power to Promote Wellbeing) (Prescribed Conditions) Order 2008:** For Members information the Town Clerk had circulated the NALC Legal Briefing L01.09 in respect of the Power of Wellbeing. The Town Clerk went on to say that further information was being disseminated and it was moved by the Chairman and

RESOLVED – THAT the information be noted.

892. **Proposed Skate Park:** The Senior Assistant to the Town Clerk reported that District Council had agreed to transfer funding previously allocated for a youth shelter to this project and had also intimated that staff support would be available and other funding streams would be investigated.

The Officer went on to request approval to apply for the appropriate planning permissions in respect of this project and it was moved by the Mayor and

RESOLVED – THAT (a) the information in respect of funding be noted and
(b) the Officers make application for planning approval for a skate park to be sited at Town Mead Leisure Park.

893. **The Chetwood Papers:** Members noted that Cllr. Mrs. Webster had been approached by a member of the Waltham Abbey Historical Society requesting the transfer of the Chetwood Papers to the County Records Office. The Town Clerk explained that Cllr. Spinks had negotiated the handover of these documents from the Chetwood family to the Town Council as recorded in Minute 362 of the Finance and Policy Committee dated 13th February 1992. Cllr. Mrs. Webster was of the opinion that the collection, currently stored in the strong room of the Town Council, required cataloguing. Following a full discussion it was moved by the Mayor and

RESOLVED – THAT (a) Mr. Anthony O'Connor, Epping Forest District Museums Officer, be asked to advise on safe storage,
(b) Waltham Abbey Historical Society be requested to catalogue the collection and
(c) following both (a) and (b) the Town Council will then decide the future of the Chetwood Papers.;

894. **NALC Chief Executive Report:** The Town Clerk advised Members that the December report of the NALC Chief Executive on the development of this sector of Local Government is available in the Members Room.

895. **Status List:** Members referred to the Status List and Cllr. Mrs. Stavrou referred to complaints regarding the condition of the public conveniences adjacent to the Town Hall. The Town Clerk explained the nature of these complaints and advised Members that the Recreation and Amenities Manager was arranging for the various issues to be rectified.

Cllr. Clark asked if the new boiler at Ninefields Community Centre had now been commissioned and the Recreation and Amenities Manager confirmed that the commissioning had now taken place. Following further discussion it was moved by the Mayor and

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

896. **Invitation:** The Recreation and Amenities Manager informed Members that in conversation with the Chairman of Abbey Youth Sports and Social Club he had invited Members and Officers to attend a Premier League Football Match as his personal guests. It was moved by the Mayor and

RESOLVED – THAT the Chairman be thanked for the invitation which could not be taken up.

897. **Attendance of External Officers and Others at Council Meetings:** Cllr. Mrs. Brooks said how grateful she was for the attendance of Trevor Baker of the Essex County Highways at Council Meetings as it enabled all Members to have an up-to-date situation report on all highway matters in this area. The Mayor, agreed with Cllr. Mrs. Brooks, and it was by the Mayor and

RESOLVED – THAT a letter of thanks be sent to Mr. Baker for his attendance and input at these meetings.

898. **Market Development Working Group:** Cllr. Mrs. Stavrou said she had received a complaint from a market trader that the last two meetings of this Working Group had been cancelled due to insufficient Members attending. Cllr. Clark explained that the last meeting had clashed with a prior commitment of his and he had failed to advise the Town Clerk accordingly. However arrangements had been made for the meeting to take place on 16th March next. Cllr. Mrs. Stavrou thanked Cllr. Clark for this explanation and it was moved by Cllr. Mrs. Stavrou and

RESOLVED – THAT this be noted.

899. **Essex CCTV Forum:** The Recreation and Amenities Manager advised Members that this new group had recently been set up and he would be attending the first meeting. Cllr. Mrs. Stavrou went on to say that she had been advised that Officers downloading images from CCTV systems required to be registered under the Data Protection Act and it was moved by Cllr. Mrs. Stavrou, seconded and

RESOLVED – THAT (a) arrangements be made for appropriate registration and
(b) the Officers information be noted.

900. **Gypsy & Traveller Consultation:** Cllr. Mrs. Stavrou explained that together with Cllr. Mrs. Webster and the Town Clerk she had produced this Council's response to the consultation, copies of which had been circulated to all Members. Cllr. Mrs. Stavrou also thanked the Town Clerk for his input to this exercise. It was moved by the Mayor and

RESOLVED – THAT the information be noted.

901. **Community Mini Buses:** The Recreation and Amenities Manager informed Members that he had identified a possible replacement community mini bus and the Mayor explained to Members that as a result of transfer of funds from the former Rotary Club of Waltham Abbey funding was available for such a purchase. Following further discussion it was moved by the Mayor and

RESOLVED – THAT the Officer investigate further to include the purchase of two replacement mini buses subject to appropriate part exchange and funding availability from the Rotary Club capital sum and funds from the Mayor's Charity.

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

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

- 903. **Minutes – Part B:**
- 904. **Minutes and Reports – Part B:**
- 905. **Golf Driving Range – Lease:**

S.C. PRYDE - MAYOR

