

MINUTES OF A MEETING OF WALTHAM ABBEY ANNUAL TOWN COUNCIL
HELD ON MONDAY 15th MAY 2023 AT 7.30PM

*Cllr S Yerrell – Chairman
*Cllr M Markham – Deputy Chairman
*Cllr H Kane
*Cllr A Crowley
*Cllr S J Heather
*Cllr J Lucas
*Cllr J Parsons
Cllr E.A. Webster
*Cllr B Tomlinson
*Cllr J Lea
*Cllr A Watts

* Denotes Members present.

In attendance: The Town Clerk and RFO Officer.

- 1/23 **Election of Mayor for the Municipal Year 2023/24:** It was moved by Cllr J Lucas and seconded by Cllr H Kane, and Members agreed.
- RESOLVED – THAT Cllr S Yerrell be elected as the Mayor for the Municipal Year 2023-2024.
- 2/23 **Declaration of Acceptance of Office:** Cllr Yerrell made and signed the statutory Declaration of Acceptance of Office as Mayor of Waltham Abbey for the Municipal Year 2023-2024, which was then countersigned by the Town Clerk.
- 3/23 **Mayor’s Comments:** Cllr S Yerrell expressed his gratitude to fellow Councillors and Officers for the privilege of being Waltham Abbeys Mayor.
- 4/23 **Past Mayor’s Badge Presentation:** Cllr Yerrell presented Cllr Lea with her past Mayor’s badge.
- 5/23 **Apologies for Absence:** Apologies for absence were received from Cllr E Webster.
- 6/23 **Disclosures of Interest:** There were no disclosures of interest.
- 7/23 **Election of Deputy Mayor for the Municipal Year 2023/24:**
It was moved by Cllr H Kane and seconded by Cllr J Lea, and Members agreed.
- RESOLVED – THAT Cllr M Markham be elected as the Deputy Mayor for the Municipal Year 2023-2024.
- 8/23 **Appointment of Leader and Deputy Leader of Council for the Municipal Year 2023/24:** It was moved by Cllr A Watts and seconded by Cllr J Lea, and Members agreed.
- RESOLVED – THAT Cllr H Kane be appointed as Leader of the Council.
- It was moved by Cllr A Watts and seconded by Cllr J Lea, and Members agreed.
- RESOLVED – THAT Cllr J Lucas be appointed as Deputy Leader of the Council.

Prior to consideration of next business
Cllr Yerrell left the Chamber; Cllr M Markham took the chair.
Cllr M Markham in the Chair.

9/23 **Mayors Allowance:** Members considered payment of an allowance to the Mayor to assist in defraying the expenses of office. Following discussion, it was moved by the Deputy Mayor and seconded by Cllr A Watts, and Members agreed.

RESOLVED – THAT the Mayor’s allowance for the 2023-2024 be £3000.00, and the Hospitality Allowance be set at £2500.00.

Cllr Yerrell resumed the Chair.

10/23 **Appointment of Committees, Subcommittees, Management Committees and Chairman/Deputy Chairman thereof:** It was moved by the Leader to accept this item as detailed en block. All Members agreed.

RESOLVED – THAT the appointment of the Committees, Subcommittees, Management Committees and Chairman/Deputy Chairman thereof and any future amendments be as set out in Enc. 1 to these Minutes.

11/23 **Appointment of Representatives to Other Organisations:** It was moved by the Leader to accept this item as detailed on block. All Members agreed.

RESOLVED – that the representatives to Other Organisations be as set out as per below table.

Organisation	Members
Abbey Gardens Trust	Cllr A Watts
Epping Forest Country Care Liaison	Cllr A Watts
EALC Epping Forest Branch	Cllr Kane & Town Clerk
Local Councils Liaison Committee	Cllr H Kane & Town Clerk
Waltham Abbey Community Centre	Cllr B Tomlinson and Cllr J Lea
Waltham Abbey Town Partnership	Town Clerk, Events Manager, Cllr J Lea
Francis Greene Alms House Trust	Town Clerk, RFO plus Rev Peter Smith, Alison Mary Caw, Audrey Rowntree, Alison Anderson + Shane Yerrell
Waltham Abbey Royal Gunpowder Mills OCC	Cllr L Webster
Waltham Abbey Youth 2000	Cllr M Markham
Waltham Abbey Tourism Group	Town Clerk, TIC Manager, Cllr H Kane

12/23 **Mayor’s Announcements, Communications and Engagements:**

The Mayor made reference to upcoming events and will provide a further update at the next Full Council meeting.

13/23 **Questions:** There were no questions in pursuance of Standing Order No. 10.

14/23 **Minutes and Reports:** It was moved by the Chairman en mass and

RESOLVED – that the Minutes, Resolutions, Recommendations and Observations therein below, be approved and adopted.

Planning and Licensing Subcommittee	26 th April 2023
Full Council	26 th April 2023

15/23 **Terms of Reference:** It was moved by the Chairman and

RESOLVED – THAT, the Terms of Reference are adopted.

16/23 **Report of the Town Clerk:** The report was duly noted.

17/23 **Items to be added to the next agenda for discussion:** There are no items for discussion at the next meeting.

CLLR S YERRELL – THE MAYOR