

MINUTES OF A MEETING OF WALTHAM ABBEY ANNUAL TOWN COUNCIL
HELD ON WEDNESDAY 6th MAY 2026 AT 7.15PM

*Cllr M Markham – Chairman
*Cllr A Crowley – Deputy Chairman
*Cllr H Kane
*Cllr S Yerrell
*Cllr S J Heather
*Cllr S Kane
Cllr J Parsons
*Cllr B Tomlinson
*Cllr J Lea
*Cllr A Watts
*Cllr N Zaman

* Denotes Members present.

In attendance: The Town Clerk.

Cllr Maria Markham reflected on her year in office as Mayor of Waltham Abbey for 2-25/26 and thanked fellow Councillors, officers, local organisations and residents for their support throughout her term of office.

The Mayor commented that it had been a privilege and honour to serve the Town and represent the community at civic and local events during the year. She expressed her appreciation for the dedication shown by volunteers, community groups and staff in supporting the residents of Waltham Abbey.

Cllr Markham also thanked her Consort/family and all those who had assisted her during her Mayoral year and wished the incoming Mayor every success for the forthcoming year.

Cllr A Watts commended Cllr Maria Markham for her service and dedication during her year of office as Mayor and acknowledged the many civic events, community engagements and charitable activities she had undertaken on behalf of the Town.

006/26

Election of Mayor for the Municipal Year 2026/27:

Cllr Shane Yerrell proposed that Cllr Andrew Crowley be elected Mayor for the municipal Year 2026/27.

The proposal was seconded by Cllr J Lea and:

RESOLVED UNANIMOUSLY-THAT Cllr Andrew Crowley be elected Mayor of Waltham Abbey for the Municipal Year 2025/27.

007/26

Declaration of Acceptance of Office:

Cllr Andrew Crowley read aloud and signed the Declaration of Acceptance of Office as Mayor for the municipal Year 2026/27.

- 008/26 **Mayor's Comments:**
The Mayor, Cllr Andrew Crowley, thanked Members for their support and expressed his honour at being elected Mayor of Waltham Abbey for the Municipal Year 2026/27. He stated that he looked forward to working with Councillors, officers and the community during the forthcoming year and representing the Town at civic and community events.
- 009/26 **Apologies for Absence:** No apologies received
- 010/26 **Disclosures of Interest:** There were no disclosures of interest.
- 011/26 **Election of Deputy Mayor for the Municipal Year 2026/27:**
Cllr A Crowley proposed that Cllr J Lea be elected Deputy Mayor for the Municipal Year 2026/27.
The proposal was seconded by Cllr S Heather and:
RESOLVED UNANIMOUSLY-That Cllr J Lea be elected Deputy Mayor of Waltham Abbey for the Municipal Year 2026/27. Cllr J Lea read and signed the Declaration of Office.
- 012/26 **Appointment of Leader and Deputy Leader of Council for the Municipal Year 2026/27:**
Appointment of Leader of the Council – Municipal Year 2026/27
Cllr Sam Kane proposed that Cllr S Heather be appointed Leader of the Council for the Municipal Year 2026/27.
The proposal was seconded by Cllr Shane Yerrell and:
RESOLVED UNANIMOUSLY-THAT Cllr S Heather be appointed Leader of the Council for the Municipal Year 2026/27.

Appointment of Deputy Leader of the council-Municipal Year 2026/27.
Cllr A Watts proposed that Cllr Brian Tomlinson be appointed Deputy Leader of the Council for the Municipal Year 2026/27.
The proposal was seconded by Cllr Helen Kane and:
RESOLVED UNANIMOUSLY-THAT Cllr Brian Tomlinson be appointed Deputy Leader of the Council for Municipal Year 2026/27.
- Prior to consideration of next business**
Cllr Crowley left the Chamber; Cllr J Lea took the chair.
- 013/26 **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 S Heather, and Members agreed and it was:

RESOLVED – THAT the Mayor's allowance for the 2026-2027 be £3,000 and the Hospitality Allowance be set at £3,000.

Cllr Crowley resumed the Chair.

014/26 **Appointment of Committees, Subcommittees, Management Committees and Chairman/Deputy Chairman thereof:** It was moved by the Leader Cllr S Heather, seconded by Cllr A Crowley to accept this item as detailed en block. All Members agreed and it was:

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.

015/26 **Appointment of Representatives to Other Organizations:**

Organization	Members
Abbey Gardens Trust	Cllr A Watts
Epping Forest Country Care Liaison	Cllr A Watts
EALC Epping Forest Branch	Cllr H Kane & Town Clerk
Local Councils Liaison Committee	Cllr H Kane & Town Clerk
Waltham Abbey Community Centre	Cllr B Tomlinson & Cllr J Lea
Waltham Abbey Town Partnership	Town Clerk, Events Manager & Cllr J Lea & Cllr S Yerrell
Francis Greene Alms House Trust	Town Clerk, RFO plus Peter Smith, Alison Mary Caw, Audrey Rowntree, Linda Anderson & Cllr A Crowley
Waltham Abbey Youth 2000	Cllr M Markham, Cllr H Kane & Cllr S Kane

016/26 **Mayor’s Announcements, Communications and Engagements:**
The Mayor, Cllr Andrew Crowley, thanked Members and all those present For attending the meeting and expressed his appreciation to the operational officers, The Town Clerk and all councillors for their continued hard work and dedicated to the Town.

017/26 **Questions:** There were no questions in pursuance of Standing Order No. 10.

018/26 **Standing Orders:** It was
RESOLVED-THAT the standing Orders for the Annual Town Meeting be re-adopted.

019/26 **Financial Regulations:** It was
RESOLVED-THAT the existing Financial Regulations be re-adopted for the Municipal Year 2026/27.

020/26 **Terms of reference:** Members considered the Terms of Reference for the Council's Committees. IT was:

RESOLVED-THAT the Terms of Reference be re-adopted.

021/26 **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.

Policy and Resources	1 st April 2026
Planning and Licensing Subcommittee	13 th April 2026
Full Council	22 nd April 2026

022/26 **Report of the Town Clerk:** The report was duly noted.

023/26 **Items to be added to the next agenda for discussion:** No Items added.

024/26 **Exclusion of Press and Public:** The meeting was hereby concluded with no confidential items to discuss.

Cllr A Crowley – THE MAYOR Closed the meeting at 20.15 HOURS.