

**MINUTES of the ORDINARY COUNCIL MEETING**

Held at Epping Hall, St. John's Road, Epping on **Tuesday 7<sup>th</sup> August 2018 at 8.15pm.**

**PRESENT:**

Cllr N Avey	(Town Mayor & Chair)
Cllr G Scruton	(Deputy Town Mayor)
Cllr L Burrows	Cllr Mrs C McCredie
Cllr Mrs B Scruton	Cllr J A Smith
Cllr Miss H Whitbread	Cllr J Whitehouse      Cllr M Wright

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

**165      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Mrs D Baird, Cllr A Church and Cllr H Pegrum.

**166      DECLARATIONS OF INTEREST**

Cllr Miss H Whitbread entered the meeting here.

Cllr J Whitehouse has requested an entry be made in the minutes to declare a non-pecuniary interest in the St John's Development Proposal item as a District councillor and as a neighbouring resident. Cllr N Avey, Cllr L Burrows and Cllr Miss H Whitbread declare a non-pecuniary interest in the St John's Development Proposal item as District councillors.

**167      DISPENSATIONS**

There were no dispensations.

**168      PUBLIC PARTICIPATION - QUESTION TIME**

There were no public questions or comments.

**169      CONFIRMATION OF COUNCIL MINUTES**

It was **RESOLVED** that the minutes of the Ordinary Council Meeting held on 10<sup>th</sup> July 2018 be signed by the Mayor as a true record and adopted by the Council.

**170      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	10 <sup>th</sup> July 2018	<b>(Attachment B)</b>
Planning & General Purposes Committee	24 <sup>th</sup> July 2018	<b>(Attachment C)</b>
Neighbourhood Planning Advisory Committee	26 <sup>th</sup> July 2018	<b>(Attachment D)</b>

**171 COMMUNICATIONS TO BE NOTED****(i) St John's Open Space Project (Epping Forest District Council) (Attachment E)**

Epping Forest District Council have shared some information regarding a storytelling project beside St John's School.

Council **NOTED** this information.

**172 TOWN MAYOR & DEPUTY TOWN MAYOR'S DUTIES**

The duties undertaken by the Town Mayor and Deputy Town Mayor since the Ordinary Council meeting on 10<sup>th</sup> July 2018 were **NOTED** by Council with the following additions:.

Town Mayor: 6<sup>th</sup> August 2018 Proms on the Green

Deputy Town Mayor: 6<sup>th</sup> August 2018 Proms on the Green

The Town Mayor detailed the Epping Town FC football match with Clapton and highlighted Council's support. He also advised members that Epping Town Council beat Epping District Council in the annual petanque match 13-12 (Cllr N Avey and Cllr G Scruton).

**173 REPORTS FROM MEMBERS**

Cllr J Whitehouse entered the meeting here.

Reports from members were received on meetings or visits since the Ordinary Council meeting on 10<sup>th</sup> July 2018.

Cllr L Burrows	N Plan community stall High St	23 <sup>rd</sup> July 2018
	Antisocial behaviour (ASB)/community policing meeting	23 <sup>rd</sup> July 2018
Cllr M Wright	Market working party	6 <sup>th</sup> Aug 2018
Cllr Mrs B Scruton	Epping in Bloom picnic	10 <sup>th</sup> July 2018
	Epping in Bike mascot decorating	16 <sup>th</sup> July 2018
	N Plan community stall High St	23 <sup>rd</sup> July 2018
	Antisocial behaviour (ASB)/community policing meeting	23 <sup>rd</sup> July 2018
	Epping Society meeting	23 <sup>rd</sup> July 2018
	WW1 meeting regarding Remembrance Festival	25 <sup>th</sup> July 2018
Cllr Mrs B Scruton explained that candles would be carried and lit as part of the Remembrance commemorations. Preparations were being made by the Royal British Legion and St John's Church.		
	Epping Town FC v Clapton football match	27 <sup>th</sup> July 2018
	ETC v EFDC petanque match	4 <sup>th</sup> Aug 2018
	Proms on the Green	5 <sup>th</sup> Aug 2018
	Market working party	6 <sup>th</sup> Aug 2018
	ASB subgroup re youth activities	7 <sup>th</sup> Aug 2018
Cllr Miss H Whitbread	Antisocial behaviour (ASB)/community policing	23 <sup>rd</sup> July 2018
	Proms on the Green	5 <sup>th</sup> Aug 2018
Cllr J Whitehouse	Proms on the Green	5 <sup>th</sup> Aug 2018
Cllr J A Smith	ETC v EFDC petanque match	4 <sup>th</sup> Aug 2018
Cllr Mrs C McCredie	Neighbourhood Action Panel meeting	19 <sup>th</sup> July 2018
	N Plan community stall High St	23 <sup>rd</sup> July 2018
	Antisocial behaviour (ASB)/community policing	23 <sup>rd</sup> July 2018

N Plan Advisory Committee meeting	26 <sup>th</sup> July 2018
ETC v EFDC petanque match	4 <sup>th</sup> Aug 2018
Proms on the Green	5 <sup>th</sup> Aug 2018
Market working party	6 <sup>th</sup> Aug 2018

#### 174 **REPORT OF THE TOWN CLERK AND COUNCILLORS QUESTIONS**

The Town Clerk advised members that we had been very lucky regarding the fire adjoining Bury Lane cemetery, the Neighbourhood Plan consultation had been extended by two weeks to 14<sup>th</sup> August 2018 to allow further comments and the Jack Silley refurbishment project was underway.

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

#### 175 **FINANCIAL REPORT TO 31<sup>st</sup> JULY 2018**

Council considered the summary financial report for July 2018, 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.

#### 176 **ACCOUNTS FOR PAYMENT**

Council's Key Member for Finance, Cllr G Scruton presented the payment schedules for July 2018. Council **APPROVED** the payment of accounts for July 2018 totalling £47,761.59 (The Cooperative £45,018.44 & Barclays £2,743.15). Please note an £850 transfer from Petty Cash (£750 movement to Epping in Bloom, as we are holding their funds).

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 July 2018 totalling £47,761.59 were **APPROVED** as presented in the schedule.

#### 177 **BUDGET VIREMENT CEMETERY**

Following a recent change to our grounds team, it is necessary that two members of staff are trained to dig at the cemetery. This training costs £2324.50. This is naturally very specialist training, which exceeds our staff training budget. **Please note:** we have had a number of new staff this year, resulting in potentially more training required than usual.

**RECOMMENDATION:** £1000 is vired from the Cemetery/Repairs & Maintenance budget (220/4260) and £500 is vired from the Cemetery/Miscellaneous budget (220/4095) to the Service & Committee Support/Training Staff budget (100/4060) to help manage this spend.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Authorities Cemeteries' Order 1977;
- (ii) The budget virement be **APPROVED** as detailed above.

**178 EPPING ROSEBOWL**

Council **CONSIDERED** the entries for the Epping Rosebowl as per **Attachments J, J1 & J2**, which is awarded to the best floral display for business premises in Epping Parish.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s145;
- (ii) The Garnon Bushes in Coopersale be awarded the Epping Rosebowl for 2018.

**179 EPPING FOREST DISTRICT COUNCIL HOMELESSNESS STRATEGY**

Epping Forest District Council have invited Epping Town Council to comment on their homelessness strategy 2018-2019 to 2020-21.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s111;
- (ii) Epping Town Council would ask Epping Forest District Council how to respond to any enquiries regarding homelessness from either members of the public or where to direct homeless people for assistance.

**180 BURY LANE CEMETERY REGULATIONS**

Bury Lane Cemetery is governed by strict Cemetery Regulations. These regulations are critical to the smooth-running of the cemetery. The Town Clerk has made an amendment to Regulation 4.1. This is an operational change to enable us to manage our processes more smoothly and maintain our high standards.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Authorities Cemeteries' Order 1977;
- (ii) Cemetery Regulation 4.1 would be amended as per **Attachment L**.

**181 EXCLUSION OF 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.

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**182 EPPING MONDAY MARKET OPERATIONS**

A working party has been looking at Epping Monday Market's operations with a view to improving the footfall and market operations if possible.

A summary of the key issues to come from the early discussions was provided as per **Attachment M**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Food Act 1984, s50 & s60 (England);
- (ii) The Town Clerk would research the items discussed by Council relating to stalls, longevity, costings, rubbish, funding and meet with the market contractor to discuss ideas.

**183 ST JOHN'S DEVELOPMENT PROPOSAL**

Council discussed the current position regarding the St John's Development Proposal.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as Local Government Act 1972, s127;
- (ii) The Town Clerk would continue to liaise with Council's lawyer and other partners to move the project towards conclusion.

**CLOSURE**

The Town Mayor, Cllr N Avey, closed the meeting at **21.08 hours**.

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**Signature of Chairman**

**Date**