

MINUTES of the ORDINARY COUNCIL MEETING held by Zoom on Tuesday 15th December 2020 at 6.30pm.

PRESENT:

Cllr G Scruton	(Town Mayor & Chair)	
Cllr M Wright	(Deputy Town Mayor)	
Cllr N Avey	Cllr I Black	Cllr C Burgess
Cllr J Duffell	Cllr R Griffiths	Cllr C McCredie
Cllr H Pegrum	Cllr B Scruton	Cllr M-L Whitbread

OFFICER: Beverley Rumsey (Town Clerk)

IN ATTENDANCE: 1 member of the press, 2 members of the public.

322 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr J Whitehouse.

323 DECLARATIONS OF INTEREST

There were no declarations of interest.

324 DISPENSATIONS

There were no dispensations.

325 PUBLIC PARTICIPATION - QUESTION TIME

The Town Clerk advised members of a public report (Attachment H) which would be discussed under agenda item 7(v).

326 CONFIRMATION OF COUNCIL MINUTES

It was **RESOLVED** that the minutes of the Ordinary Council Meeting held on 12th November 2020 be signed by the Mayor as a true record and adopted by the Council. (**Attachment A**).

327 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 th November 2020 (Attachment B)
Planning & General Purposes Committee	24 th November 2020 (Attachment C)

328 COMMUNICATIONS TO NOTE/REQUIRING DECISION

(i) Blue plaque criteria

Council discussed the criteria for registering blue plaques.

It was **RESOLVED** that:

- (i) The criteria would be changed from 20 years to 10 years, to read:

Proposals will not be considered for the commemoration of individuals unless more than 10 years has elapsed since their passing.

- (ii) The Town Clerk could bring forward any proposals of less than 10 years for consideration by Council, if it was deemed to be exceptional circumstances or an exceptional proposal.

(ii) Epping War Memorial

Cllr H Pegrum entered here.

Council discussed the condition (cleanliness) of Epping War Memorial, as per **Attachment E**.

It was **RESOLVED** that:

- (i) The War Memorial would be cleaned in Spring/Summer 2021 in accordance with the RECOMMENDATION, once the necessary quotations and permissions had been obtained;
- (ii) This would be financed from the War Memorial Fund.

(iii) Bus services changes

Council **NOTED** the revised bus service changes, affecting Epping Parish, as per **Attachment F**.

(iv) Whipps Cross consultation

Council **NOTED** the information regarding the Whipps Cross Hospital redevelopment, as per **Attachment G**.

(v) Bury Lane Cemetery, Epping: layout map

Mr T Valder-Hogg detailed his proposal for mapping Bury Lane Cemetery, Epping, with the assistance of Mr C Geddes.

Council thanked both gentleman for offering to take on this valuable project, which was **APPROVED** by Council to proceed.

(vi) Epping signpost

Council discussed the request for an additional Epping signpost.

It was **RESOLVED** that:

- (i) The Town Clerk would approach Epping Forest District Council, Essex County Council and Transport for London (TFL) to see if there was any support, practical and financial, from other parties;
- (ii) Epping Town Council's budget could not support this signpost at the current time.

(vii) Bakers Lane public toilets

Council discussed opening Bakers Lane public toilets on a Sunday.

It was **RESOLVED** that:

- (i) The public toilets would not be opened on a Sunday at the current time, as the budget could not support this at the moment and the operational requirements could not be easily met on a Sunday at the moment.

(vii) Census: Sunday 21st March 2021

Council **NOTED** the information regarding the Census as per **Attachment J** and how this would be advertised.

329 TOWN MAYOR & DEPUTY TOWN MAYOR'S DUTIES

The duties undertaken by the Town Mayor and Deputy Town Mayor since the Ordinary Council meeting on 12th November 2020 were **NOTED**, with the following addition:

Cllr G Scruton (Town Mayor)	Theydon Trust meeting	Dec 2020
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330 REPORTS FROM MEMBERS

Reports from members were received on meetings or visits since the Ordinary Council meeting on 12th November 2020:

Cllr H Pegrum	Theydon Trust meeting	Dec 2020
Where planning relating to Margaret Close and Margaret Road were discussed.		
Cllr B Scruton	Epping/Eppingen AGM	28 th Nov 2020
	Epping Society meeting	7 th Dec 2020
	Townsperson of the Year 2019 presentation	12 th Dec 2020
Cllr C McCredie	Wellbeing conference	Dec 2020
Cllr I Black	Epping Hall working party meeting	18 th Nov 2020
Cllr R Griffiths	Epping Hall working party meeting	18 th Nov 2020
	Epping Town Council website analysis meeting	1 st Dec 2020
Cllr N Avey	Epping Hall working party meeting	18 th Nov 2020
	Theydon Trust meeting	Dec 2020
	High Street bollards meeting (market)	14 th Dec 2020

331 REPORT OF THE TOWN CLERK AND COUNCILLORS QUESTIONS

Members discussed the lights on the main central Christmas tree and whether they were bright enough/something had happened to them. The Town Clerk advised she would check them.

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

332 FINANCIAL REPORT TO 30TH NOVEMBER 2020

Council considered the summary financial report for November 2020, 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;
- (ii) No further action was required at the current time.

333 ACCOUNTS FOR PAYMENT

Council's Key Member for Finance, Cllr G Scruton presented the payment schedules for November 2020 totalling £111,688.85. Payments from The Co-operative total: £60,339.92, Barclays total £51,249.37 & The Co-operative online total: £99.56.
Please note: a transfer from Barclays to The Co-operative of £50,000.

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 November 2020 were **APPROVED** as presented in the schedule.

334 BUDGET 2021/2022 OVERVIEW UPDATE SUMMARY

Council **CONSIDERED** the budget overview summary update, as per **Attachment O**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Accounts and Audit (England) Regulations 2011 and the Audit Commission Act 1998 s44, Local Audit & Accountability Act 2014;
- (ii) The budget working party would meet to discuss the details of the budget, given the decreased tax base and vastly reduced income, which would affect the budget this year.

335 PLAYGROUND INSPECTION REPORTS

Council discussed the playground inspection report information as per Attachment P.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government (Miscellaneous Provisions) Act, 1976 s19 & Local Government Act 1972, s111;
- (ii) No further action, other than the works detailed, is required at the current time.

336 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.

337 EPPING TOWN COUNCIL WEBSITE TENDER

Council discussed the website tender for the redesign of Epping Town Council's website, including the tenderers/providers and detailed scoring criteria and comments.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government 1972, s111;
- (ii) The redesign of Epping Town Council's website should be awarded to Vision ICT, as the highest scoring tenderer, whose proposal most closely matched Epping Town Council's requirements.

CLOSURE

The Town Mayor, Cllr G Scruton, closed the meeting at **7.59pm**.

Signature of Chairman

Date