

MINUTES of the ORDINARY COUNCIL MEETING held by Zoom on Thursday 13th August 2020 at 6.30pm.

PRESENT:

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

OFFICER: Beverley Rumsey (Town Clerk)

IN ATTENDANCE: 1 member of the press

150 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr H Pegrum and Cllr C Burgess.

151 DECLARATIONS OF INTEREST

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 and Cllr C McCredie declare a non-pecuniary interest in the St John's Development Proposal item as District councillors. Cllr M-L Whitbread declares a non-pecuniary interest in the St John's Development Proposal item as she is related to the leader of Epping Forest District Council (EFDC). Cllr N Avey declares an additional non-pecuniary interest in the St John's Development Proposal item as he is on Epping Forest District Council's Qualis Board.

152 DISPENSATIONS

There were no dispensations.

153 PUBLIC PARTICIPATION - QUESTION TIME

There were no public questions or comments.

154 CONFIRMATION OF COUNCIL MINUTES

It was **RESOLVED** that the minutes of the Ordinary Council Meeting held on 16th July 2020 be signed by the Mayor as a true record and adopted by the Council. **(Attachment A).**

155 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	14 th July 2020	(Attachment B)
Planning & General Purposes Committee	28 th July 2020	(Attachment C)

156 COMMUNICATIONS REQUIRING DECISION

(i) Temporary changes to Epping High Street

Council discussed the temporary changes to Epping High Street as per **Attachment D**.

It was **RESOLVED** that:

- (i) Ongoing attention would be paid to the changes in the High Street and responses given where necessary;
- (ii) The Town Clerk would continue to liaise with Epping Forest District Council and Essex County Council in relation to any changes that may affect Epping Monday Market.

(ii) Stonards Hill car park opening times

Council discussed the resident request as per **Attachment E**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Public Health Act 1875, s164; Local Government (Miscellaneous Provisions) Act 1976, s19;
- (ii) Stonards Hill recreation ground car park will continue to close at 10pm at the current time;
- (iii) A working party will be formed to look at the parking at Stonards Hill recreation ground as a whole.

157 TOWN MAYOR & DEPUTY TOWN MAYOR'S DUTIES

The duties undertaken by the Town Mayor and Deputy Town Mayor since the Ordinary Council meeting on 16th July 2020 were **NOTED**, with the following additions:

Deputy Mayor: Epping Horticultural Society meeting 12th August 2020

158 REPORTS FROM MEMBERS

Cllr M Wright entered here.

Reports from members were received on meetings or visits since the Ordinary Council meeting on 16th July 2020:

Cllr C McCredie	Christmas market (market) working party)	29 th July 2020
Cllr N Avey	St John's meeting	4 th August 2020
Cllr B Scruton	Christmas market (market) working party)	29 th July 2020

159 REPORT OF THE TOWN CLERK AND COUNCILLORS QUESTIONS

Council thanked Committee Secretary Doreen Kennedy for all her hard work over the past seventeen and a half years and wished her a long and happy retirement. The respective Mayors also thanked Doreen for her patience when looking after them and their diaries and engagements.

The Town Clerk advised members that the tennis courts were likely to be ready in mid September 2020.

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

160 **FINANCIAL REPORT TO 31ST JULY 2020**

Council considered the summary financial report for July 2020, presented by Council's Key Member for Finance, Cllr G Scruton.

It was **RESOLVED** that:

- (iv) The statutory basis for this item be **NOTED** as the Local Audit and Accountability Act 2014;
- (v) No further action was required at the current time.

161 **ACCOUNTS FOR PAYMENT**

Council's Key Member for Finance, Cllr G Scruton presented the payment schedules for July 2020 totalling £74,667.08. Payments from The Co-operative total: £74,412.50, Barclays total £44.26 & The Co-operative online total: £210.32. Please note: a petty cash withdrawal from The Co-operative of £250.

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

162 **EPPING ROSEBOWL**

Council discussed the Epping Rosebowl entry as per **Attachment J**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s145;
- (ii) Epping Rosebowl would be awarded to The Black Lion for their excellent displays;
- (iii) The Rosebowl competition would be opened up to include shops and businesses, as well as licensed premises, and this would be more widely promoted.

163 **REOPENING OF HALLS FOR BOOKINGS**

Council discussed the reopening of Epping Hall and the Jack Silley Pavilion for bookings and Epping Hall as a contact point.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s133;

- (ii) Epping Hall and the Jack Silley Pavilion will be open for bookings from 1st September 2020, with priority for regular bookings and one off bookings which can be safely managed in line with government guidance; as per **Attachment K**;
- (iii) The halls will be cleaned between bookings and will all be based around the necessary risk assessments;
- (iv) Epping Hall will not reopen as a public contact point at the current time. Services will continue by telephone, email and by appointment, where necessary.

164 CHRISTMAS MARKET 2020

Council discussed the Christmas Market 2020 as per **Attachment L**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s144;
- (ii) The Christmas Market will take place on Friday 4th December 2020, subject to the necessary government guidance at the time;
- (iii) The Christmas Market will be scaled down as per **Attachment L**.

165 ANNUAL TOWN MEETING

Council discussed the Annual Town Meeting for 2020/21 as per **Attachment M**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s9;
- (ii) The Annual Town Meeting will be held on Thursday 15th April 2021, subject to government guidance at the time;
- (iii) The format will follow that as per **Attachment M**, subject to government guidance at the time.

166 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.

167 REOPENING OF BAKERS LANE PUBLIC TOILETS

Council discussed the reopening of Bakers Lane public toilets as per **Attachment N**.

It was **RESOLVED** that:

- (i) This statutory basis for this item be **NOTED** as the Public Health Act 1936, s87;
- (ii) The public toilets would continue to be opened on Monday and Saturday from 10am to 4pm at the current time. This would be monitored during August and brought back to Council for discussion in September when more usage information would be available.

168 LOWER SWAINES RECREATION GROUND LEASE

Council discussed Lower Swaines recreation ground lease as per **Attachment O**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s112;
- (ii) Epping Town Council have considered this matter and chosen not to pursue this at the current time.

169 WEBSITE ACCESSIBILITY AND CONTRACT

Council discussed the website, accessibility and potential contract as per **Attachment P**.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as the Local Government Act 1972, s111;
- (ii) Epping Town Council will pursue a new website, created by an external provider and possibly managed by an external provider, subject to costs;
- (iii) Cllr R Griffiths would assist the Town Clerk with initial layout enquiries;
- (iv) This would be brought back to Council for approval on costings.

170 ST JOHN'S DEVELOPMENT UPDATE

In the absence of Cllr H Pegrum, Cllr N Avey advised members that Epping Town Council's site at Epping Hall was not part of the new plans for Qualis's 'five sites' including St John's.

It was **RESOLVED** that:

- (i) The statutory basis for this item be **NOTED** as Local Government Act 1972, s127;
- (ii) Epping Town Council would terminate the 9 month rolling booking resolution for Epping Hall and now take advance bookings (for longer in the future);
- (iii) Epping Town Council would await a brochure or further details from Qualis regarding the five sites, so they could respond to the consultation formerly as a Council;
- (iv) A working party would be established to look at Epping Hall as a building and its space and functionality.

CLOSURE

The Town Mayor, Cllr G Scruton, closed the meeting at **8.03pm**.

Signature of Chairman

Date