



## **EPPING FOREST LOCAL COUNCILS' LIAISON COMMITTEE**

### **NOTICE OF MEETING**

**Place:** Council Chamber, Civic Offices, High Street, Epping **Date:** Monday, 14th November, 2016

**Room:** Council Chamber **Time:** 7.30 pm

**Democratic Services Officer:** J. Leither (Governance Directorate)  
Tel: (01992) 564243 Email: [democraticservices@eppingforestdc.gov.uk](mailto:democraticservices@eppingforestdc.gov.uk)

#### **Members:**

##### **District Council Representatives:**

Councillors J Lea (Chairman), E Webster, M Sartin, A Boyce, B Rolfe and J H Whitehouse

##### **Local Council Representatives:**

Clerks and Chairmen/Members of Parish and Town Councils

##### **County Council Representatives:**

Members for the following divisions:

North Weald and Nazeing:	Councillor A Jackson
Loughton Central:	Councillor C Pond
Ongar and Rural:	Councillor M McEwen
Epping and Theydon Bois:	Councillor J M Whitehouse
Buckhurst Hill and Loughton South:	Councillor V Metcalfe
Chigwell and Loughton Broadway:	Councillor J Knapman
Waltham Abbey:	Councillor R Gadsby

**PLEASE NOTE THE START DATE OF THE MEETING  
COFFEE/TEA WILL BE AVAILABLE FOR MEMBERS OF THE COMMITTEE FROM 7.00  
P.M IN THE MEMBERS ROOM**

#### **1. WEBCASTING INTRODUCTION (Pages 5 - 8)**

This meeting is to be webcast. Members are reminded of the need to activate their microphones before speaking. The Chairman will read the following webcasting announcement:

"I would like to remind everyone present that this meeting will be broadcast live to the

Internet and will be capable of repeated viewing and copies of the recording could be made available for those that request it.

If you are seated in the lower public seating area it is likely that the recording cameras will capture your image and this will result in the possibility that your image will become part of the broadcast.

This may infringe your human and data protection rights and if any member of the public wishes to avoid this they should move to the upper public gallery".

**2. APOLOGIES FOR ABSENCE**

**3. MINUTES OF PREVIOUS MEETING (Pages 9 - 16)**

To confirm the minutes of the meeting of the Committee held on 4 July 2016 and any matters arising therefrom.

**4. NEW COUNCILLOR CODE OF CONDUCT - REPORT OF THE EPPING FOREST STANDARDS COMMITTEE (Pages 17 - 28)**

(Monitoring Officer) To discuss changes made to the Councillor Code of Conduct and action to be taken by Local Council's to adopt the new code.

**5. COUNCIL TAX AND PRECEPTS**

(Local Councils) To receive an explanation of EFDC's decision to use a revised tax base for the financial year 2015/16 without prior notification to the affected parish and town councils. The impact has been that these 11 councils have consequently received an adverse comment from the External Auditor on their Annual Returns. The Branch also seeks reassurance that this did not occur for the financial year 2016/17.

**6. LOCAL CHARTER REVIEW**

(Local Councils) At its last meeting, the Committee agreed that the review of the Local Charter be progressed by the Vice-Chairman, with the assistance of the Parish Clerk for North Weald Bassett Parish Council and the Clerk of Loughton Town Council. Unfortunately, it has not been possible to make any progress on the review of the Charter in recent months. However, the outcome of the review will be reported to the Committee and the Chief Executive of the District Council in due course.

**7. LOCAL COUNCILS LIAISON COMMITTEE - FUTURE MEETINGS (Pages 29 - 30)**

(District Council) To consider the attached report.

**8. NEPP AND CHANGES TO ENFORCEMENT ARRANGEMENT FOR OFF STREET PARKING**

(District Council) To receive an update with regard to the new off street parking arrangements from 1 April 2017.

**9. ANY OTHER BUSINESS**

**10. DATES OF FUTURE MEETINGS**

To note that the next meeting of the Committee will be held at 7.30pm on Monday 6 March 2017.