

EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee: Council **Date:** Tuesday, 29 July 2014

Place: Council Chamber, Civic Offices, High Street, Epping **Time:** 7.30 - 8.59 pm

Members Present: Councillors A Boyce (Chairman), Mrs E Webster (Vice-Chairman), K Angold-Stephens, Mrs H Brady, W Breare-Hall, G Chambers, K Chana, T Church, D Dorrell, Mrs R Gadsby, L Girling, P Gode, Mrs A Grigg, J Hart, R Jennings, Ms H Kane, H Kauffman, P Keska, Ms Y Knight, Mrs J Lea, A Lion, Mrs M McEwen, H Mann, L Mead, A Mitchell MBE, G Mohindra, R Morgan, S Murray, J Philip, Mrs C P Pond, C C Pond, C Roberts, B Rolfe, Mrs M Sartin, Ms G Shiell, D Stallan, Ms S Stavrou, B Surtees, Mrs T Thomas, H Ulkun, G Waller, A Watts, S Weston, C Whitbread, Mrs J H Whitehouse, J M Whitehouse and D Wixley

Other Councillors:

Apologies: R Bassett, R Butler, Mrs S Jones, J Knapman, S Neville, B Sandler, Mrs L Wagland and Ms S Watson

Officers Present: G Chipp (Chief Executive), C O'Boyle (Director of Governance), R Palmer (Director of Resources), J Chandler (Assistant Director (Community Services)), T Carne (Public Relations and Marketing Officer), S Tautz (Performance Improvement Manager), A Hendry (Democratic Services Officer), P Seager (Chairman's Secretary) and R Perrin (Democratic Services Assistant)

17. WEBCASTING INTRODUCTION

The Director of Governance reminded everyone present that the meeting would be broadcast live to the Internet, and that the Council had adopted a protocol for the webcasting of its meetings.

18. DISTRICT COUNCILLOR P SMITH, DISTRICT COUNCILLOR K AVEY AND FORMER DISTRICT COUNCILLOR J DAVIS

It was with much sadness that the Chairman informed the Council of the death of Councillors Penny Smith, Ken Avey and Former Councillor Joan Davis.

Members were informed that Penny Smith had been a District Councillor since 1999 representing the Broadley Common, Epping Upland and Nazeing Ward, a Portfolio Holder for Safer and Greener in 2010/12, Vice Chairman in 2008/09 and Chairman of the Council in 2009/10. She was also a Councillor and Chairman of Epping Upland Parish Council.

Members were informed that Ken Avey had been a District Councillor since 2011 representing the Epping Hemnall Ward and an Epping Town Councillor.

Members were informed that Joan Davis had been a District Councillor for 27 years representing the Loughton Broadway Ward from 1979 to 2006 and held the position as the Vice-Chair in 1993/94 and Chairman of the Council in 1994/95.

Members paid tribute to the memory of Penny Smith, Ken Avey and Joan Davis.

The Council stood for a minute's silence in tribute to the memory of Councillors Penny Smith, Ken Avey and former District Councillor Joan Davis.

19. MINUTES

RESOLVED:

That the minutes of the meeting held on 10 June 2014 be taken as read and signed by the Chairman as a correct record.

20. DECLARATIONS OF INTEREST

There were no declarations of interest by members of the Council under this item.

21. ANNOUNCEMENTS

(a) Announcements by the Chairman of the Council

(i) Events

The Chairman reported on some of the events he had attended since the last meeting of the Council. The Council noted that the Chairman had been to many events around the District including Debden Day -Loughton, Enfield Council, Arms Forces day at the Civic Offices, Engage musical - Playhouse, Harlow, Buckhurst Hill Arts and Crafts Centre, Basildon Civic Service, Brentwood Cathedral, Tour de France through Epping High Street, Chairman's Charity Golf day - Woolston Manor, Chigwell, Jack Petchey Awards - St John's, Epping, Chigwell Riding School, Race for Life - North Weald Airfield, Garden Party - Rochford District Council, St Paul's Cathedral and Redbridge Synagogue.

The Chairman advised that he had a guest of honour at the meeting, who was a friend and fellow Councillor from Australia, Councillor Terry Tyzack.

(ii) Floral Display

The Chairman announced that he intended to send the flowers from tonight's meeting to St Clare's Hospice, Hastingwood.

(b) Announcements by the Leader of Council and Portfolio Holders

There were no announcements under this heading.

(c) Presentation LABC East Anglia Building Excellence Awards

The Portfolio Holder for Governance and Development Management, Councillor Philip, Portfolio Holder for Housing, Councillor Stallan and Stephanie Newton, from the building Control Section of the Council presented the Local Authority Building Control East Anglia Building Excellence Award for the new affordable houses at High Ongar (Straw-bale houses) to Kevin Hartnett and Ulrike Maccariello of Hastoe Housing, which would now go onto the national finals in November 2014.

22. PUBLIC QUESTIONS (IF ANY)

The Council noted that there were no public questions to be considered at this meeting.

23. QUESTIONS BY MEMBERS UNDER NOTICE

The Council noted that there were no Member questions to be considered at this meeting.

24. REPORTS FROM THE LEADER AND MEMBERS OF THE CABINET

The Council received written reports from the Asset Management and Economic Development Portfolio Holder, the Environment Portfolio Holder, the Finance Portfolio Holder, the Governance and Development Management Portfolio Holder, the Housing Portfolio Holder, the Leisure and Community Services Portfolio Holder, the Planning Policy Portfolio Holder, the Safer, Greener and Transport Portfolio Holder and the Technology and Support Services Portfolio Holder.

The Chairman invited the Leader to provide an oral report and other members of the Cabinet give an oral update of their written reports.

(a) The Leader of the Council

The Leader advised that the District had hosted part of stage 3 for the Tour De France on 7 July 2014. He thanked all the officers and staff from Public Relations, North Weald Airfield, Facility Management, Parks, and Waste Management along with Peter Charman who undertook the main co-ordinating role. He also took the opportunity to thank the other partners from the County Council, Town and Parish Councils, Emergency Services, local businesses and voluntary organisations, who also played a vital part in the event's success and advised that a proposed commemorative plaque to mark the event was being considered.

The Leader reported that he had attended the June meeting of the Essex Leaders and Chief Executives, where the County Council presented a number of papers with the focus on Public Services Reform and their commissioning strategies.

Finally, the Leader and Councillors Bassett and Kane had attended the annual London Stansted Cambridge Consortium, Economic Development Conference, hosted by the Wellcome Trust. The event focused around the Government's support for the growth and economic development opportunities in the region, including ambitions to grow business at Stansted and how this could benefit the Council.

(b) Safer, Greener and Transport

The Safer, Greener and Transport Portfolio Holder drew the Council's attention to new procedures for Anti-Social Behaviour that would come into force in September 2014. Councillor Waller reported that if a victim believed that their case had not been dealt with adequately by the Police, they could request a case review, which normally took place when there had been three or more cases in a six month period. This would be informally called a Community trigger and dealt with by the Council's Community Safety Team. There would be training available for Members.

Members were also reminded about the Safe Guard Training available on Thursday 31 July 2014.

(c) Governance and Development Management

The Governance and Development Management Portfolio Holder advised that Individual Voter Registration initial matching results had increased from 81% to 96%, which meant that only 3,400 matches were outstanding. The Portfolio Holder had also responded to a petition regarding North Weald.

On behalf of the Planning Policy Portfolio Holder, he advised that there would be a meeting regarding the Local Plan with Mark Beard for Members on Thursday 31 July 2014 at 7 pm in the Council Chamber.

25. QUESTIONS BY MEMBERS WITHOUT NOTICE**(a) District Sixth Forms**

Councillor Murray asked the Leader whether he thought sixth forms in all the secondary schools across the District by September 2015 were;

- (a) excellent news for parents, pupils and schools;
- (b) that acknowledgment was due to the Head Teachers, Governors, Local MP Eleanor Laing and Essex County Councillor V Metcalfe, who all helped in the hard work to achieve this; and
- (c) that a long over due apology was required for the removal of sixth forms in District, 25 years ago by a Conservative Essex County Council (ECC) and Government administration.

Councillor Whitbread acknowledged the hard work that had been out in by the Local MP, Eleanor Laing and ECC, V Metcalfe with the teachers and parents, for returning sixth forms to each Secondary school in the District. Although he would not apologise for previous Governments decisions, as all decisions could be looked back on with hindsight and he felt that the Conservative Governments had made the most progress in education.

(b) St John's Site, Epping

Cllr J H Whitehouse asked Asset Management and Economic Development Portfolio Holder, Councillor Grigg whether there would be any opportunity for residents to see the development proposals and make comments before planning application were submitted on the St John's Site, Epping.

Councillor Grigg advised that the proposal would be put forward by the developer not the Council, so in order for consultation to happen between the residents and the developer an agreement would have to be made beforehand. She advised that even though she believed they would consult, she could not guarantee it, however she would try to ensure this happened.

(c) Oakwood Hill

Councillor C C Pond congratulated Cllr Stallan on setting up and progressing the Oakwood Hill Environment Task Force that met on 16 July 2014 .However he felt it was a shame that the Essex Highways representatives had not attended. Councillor Pond also wanted assurances that with the housing depot on the St John's site impending move to Oakwood Hill, the Housing Portfolio Holder would give the three houses in Marlescroft Way, sympathetic consideration to screening for the residents, for whom the intensification of the site would be of great nuisance.

Councillor Stallan thanked Councillor CC Pond for his comments, alongside the Ward Councillors Murray and Roberts and resident Nicky Fuller who attended that meeting. He felt that everyone who attended were disappointed that Essex Highways representatives had not turned up and ECC had now been advised of the next meeting on 10 September 2014. Regarding the relocation of the Housing Depot, he advised that the application was being considered by District Development Control Committee and Members of that committee could consider those concerns.

(d) Waltham Abbey - Flooding

Councillor Lea advised that with the recent flooding in Waltham Abbey, two of the sewage drains had overflowed. She asked who was responsible because with recently approved Council housing building in Waltham Abbey it was of great concern.

The Housing Portfolio advised the tenders were to be agreed in August 2014 for the Councils House building programme and Councillor Lea was welcome to attend and raise any concerns with the developers. The Portfolio Holder for Environment added that the Councils drainage officers worked very closely with organisation responsible for the sewage, although the sewers were not the responsibility of the Council.

(e) CAB

Councillor Angold-Stephens asked the Leisure and Community Services Portfolio Holder about how the future accommodation for the CAB in Loughton and Epping was progressing.

Councillor Kane advised that she had attended a recent meeting to find out more about the CAB and she was currently pursuing a future meeting with the manager to be updated. Any information that came from that meeting would be emailed onto Councillor Angold-Stephens and placed in the Members Bulletin.

(f) Business Rates

Councillor J M Whitehouse enquired about the new powers the Council had obtained from the Government to vary business rates for local businesses and what progress had been made.

Councillor Stavrou advised that the Cabinet would be looking at this in depth in the budget process and she would keep Councillor J M Whitehouse informed.

(g) 12 Newmans Lane

Councillor Mann asked the Housing Portfolio Holder about 14 Newmans Lane and the subsidence and boarding up of the property.

Councillor Stallan advised that Cabinet had considered how the case would be dealt with previously although he could not recall the decision; he believed that the owner of 12 Newmans Lane was currently in talks to sell the property to the developer.

Councillor Mann advised that the developer had pulled out.

Councillor Stallan advised that he would go back to his officers to see how this would effect the Cabinets decision and advise Councillor Mann in writing.

(h) Chigwell Parish Council

Councillor Mohindra asked the Governance and Management Development Portfolio Holder in the absence of the Planning Policy Portfolio Holder about Chigwell Parish Council being kept updated about the Local Plan and in particular the Green Belt review.

Councillor Philip advised that he was very keen for all Parishes to be kept inform with regards to the Local Plan and he would be happy to guarantee the forward planning officers meet with Chigwell Parish Council.

(i) Winston Churchill

Councillor Girling asked the Leader of the Council about whether he thought it was proper for the Council as freeholder of the Winston Churchill Public House, to permit it to be demolished whilst the Council followed its own processes on considering the building under the Asset of Community Value appeal, Localism Act 2011.

Councillor Whitbread advised that the developer had gone through all the necessary requirements and a number of dates had been suggested for the process before the demolition date. He felt the Council had done all they could to facilitate the appeal.

(j) Neighbourhood Action Plan

Cllr Surtees asked whether all Parish and Town Councils would be considered equally with regards to the Local Plan, as three local Councils had submitted their Neighbourhood Plan separately.

Councillor Philip advised that all Parish and Town Councils would be treated the same although questions may differ because of the process they had chosen to take.

26. MOTIONS

The Council noted that there were no Motions to be considered at this meeting.

27. REPORTS OF THE CABINET**Mover: Councillor Grigg, Asset Management and Economic Development Portfolio Holder**

Councillor Grigg presented a report on a supplementary estimate from the District Development Fund for the St John's Road site in Epping.

The Portfolio Holder advised that a supplementary estimate from the District Development Fund for £35,000 was required to instruct external solicitors to prepare and negotiate a Development Agreement for the St John's Road site in Epping.

Report as first moved **ADOPTED**

RESOLVED:

That the supplementary estimate from the District Development Fund for £35,000 be approved.

28. APPOINTMENTS TO VACANCIES ON COMMITTEES/PANEL/OUTSIDE BODIES

The Council received nominations from the Conservative Group for changes in membership and places outstanding from the Annual meeting.

RESOLVED:

That the following appointments be made for the remainder of the current municipal year:

- (a) Councillor R Gadsby as the remaining Conservative Group member on the Complaints Panel;
- (b) Councillor R Gadsby as the remaining Conservative Group member on the Housing Appeals & Review Panel;
- (c) Councillor G Shiell as the remaining Conservative Group Member on the Licensing Committee;
- (d) Councillor Keska as the Sub-Committee Chairman on the Licensing Sub-Committee;
- (e) Councillor M McEwen as the remaining Conservative Group member on the Standards Committee;
- (f) Councillor G Chambers as the Chairman of the Standards Committee;
- (g) Councillor M McEwen as the Vice-Chairman of the Standards Committee;
- (h) Councillor J Knapman and R Gadsby as the remaining Conservative Group members on the Staff Appeals Panel;
- (i) Councillor J Hart as the Buckhurst Hill Town Centre Partnership representative;
- (j) Councillor K Chana as the Deputy for the Enfield Essex Herts Border Liaison Group;
- (k) Councillor M Sartin as the Grange Farm Managing Trustee representative;
- (l) Councillor J Knapman to replace Councillor G Chambers on the Joint Consultative Committee; and
- (m) Councillor G Shiell to replace Councillor G Chambers on the West Essex Wellbeing Joint Committee.

29. OVERVIEW AND SCRUTINY**(a) Report of the Chairman of the Overview and Scrutiny Committee**

The Council received a written report from Councillor Morgan, the Chairman of the Overview and Scrutiny Committee.

(b) Reports of the Overview and Scrutiny Committee

- (i) Annual Overview and Scrutiny Report to Council

Mover: Councillor Morgan – Chairman of the Committee

Councillor Morgan submitted the annual report of the Committee in accordance with Overview and Scrutiny Procedure Rule 24.

Report as first moved ADOPTED

RESOLVED:

That the work undertaken by the Overview and Scrutiny Committee, the Scrutiny Standing Panels and the Task and Finish Panels during the past municipal year (2013/14) as detailed in the annual report be noted.

30. REPORT OF THE LICENSING COMMITTEE - TEMPORARY ROAD CLOSURE ORDERS - FEE

Mover: Councillor Angold-Stephens, Chairman of the Licensing Committee.

Councillor Angold-Stephens submitted a report regarding fees for Temporary Road Closure Orders.

Report as first moved **ADOPTED**

RESOLVED:

- (1) That the charging of fees for Temporary Road Closures, primarily for any charitable or community events run by a Town or Parish Council for the benefit of the local community be waived;
- (2) That any application to this affect should be decided upon by a Licensing Sub-Committee; and
- (3) That corresponding amendments be made to the Council's constitution.

31. JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS

The Chairman informed members that there were no reports to be considered on the business of joint arrangements and external organisations.

CHAIRMAN