
COUNCIL

BULLETIN

Issued Week Ending Friday, 19 March 2021

Epping Forest District Council
www.eppingforestdc.gov.uk

Compiled, designed and produced by
Member Services

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Telephone: 01992 564443



PART A - FORWARD DIARY

Key to abbreviations:

CC	Council Chamber	Cab Off	Cabinet Office
CR1	Committee Room 1	CONF	Conference Room (1st floor)
CR2	Committee Room 2	CH OFF	Chairman of Council's Office
MR	Members' Room	TR RM	Training Room
TBD	To be decided	HEM	Hemnall Street Offices.
TBN	To be noted	HH	Homefield House
TBC	To be confirmed	VM	Virtual Meeting
DPCC	Debden Park Community Centre	NWA	North Weald Airfield

Other venues are shown in full.

Currently meetings are subject to change, postponement or cancellation.

Many meetings will be held virtually but Democratic Services will advise arrangements for individual meetings.

Week One: 22 March 2021 – 28 March 2021

Monday 22 March	5.00pm 7.00pm	Epping Forest Local Highways Panel Audit and Governance Committee	
Tuesday 23 March	7.00pm	Portfolio Holder Advisory Group Air Quality	
Wednesday 24 March	7.00pm	Area Plans Sub-Committee South	
Thursday 25 March			
Friday 26 March			
Saturday 27 March			
Sunday 28 March			

Week Two: 29 March 2021 – 4 April 2021

Monday 29 March	7.00pm	Stronger Place Select Committee	
Tuesday 30 March	7.00pm	Stronger Communities Select Committee	
Wednesday 31 March	7.00pm	Area Planning Sub-Committee East	
Thursday 1 April	6.00pm 7.00pm	Executive Briefing Local Plan Cabinet Committee	
Friday 2 April			
Saturday 3 April			
Sunday 4 April			

Week Three: 5 April 2021 – 11 April 2021

Monday 5 April			
Tuesday 6 April	10.00am	Licensing Sub-Committee	
Wednesday 7 April	7.00pm	Area Planning Sub-Committee West	
Thursday 8 April			
Friday 9 April			
Saturday 10 April			
Sunday 11 April			

Week Four: 12 April 2021 – 18 April 2021

Monday 12 April	7.00pm	Joint Consultative Committee	
Tuesday 13 April	7.00pm	Stronger Council Select Committee	
Wednesday 14 April			
Thursday 15 April	7.00pm	Overview and Scrutiny Committee	
Friday 16 April			
Saturday 17 April			
Sunday 18 April			

PART B - ESSENTIAL INFORMATION

New Process for raising IT issues

- Members should raise IT issues by contacting Member Contact via email at MemberContact@eppingforestdc.gov.uk. Minimum information required; a full detailed explanation of the symptoms, preference for contact details, an appropriate time for IT to contact, and any screenshots of the issues experienced (if appropriate).
- Member Contact will raise the incident on behalf of the member with the ICT service desk by telephoning the ICT service desk on internal extension 4888 or external 01992564888.
- The Service Desk member will create an incident on behalf of the Member, with the full details. Please note that there may be occasions when further information is required in order for the service desk to progress the ticket, In this instance the service desk will advise and support Member Contact and postpone the progress of the ticket until the appropriate information is provided.
- IT will then accept ownership of the issue and create a ticket. During the lifecycle of the ticket there may be occasions where further information and collaboration is needed with the members directly, ICT will contact the member directly at the stipulated time on the appropriate number provided in the ticket. Updates on the Tickets will be emailed directly to the member reporting the issue.
- In the event that IT have attempted to reach the member on 2 separate occasions and are unable to make contact the ticket will be resolved and escalated to MemberContact@eppingforestdc.gov.uk. Member Contact or the Member will then have 10 days to reach out to the service desk in order to re-open the ticket and resolve the issue.
- Members are still able to raise tickets directly via the service desk by telephoning the ICT service desk on internal extension 4888 or external 01992564888.
- Any IT issues being reported to Democratic Services will be emailed to MemberContact@eppingforestdc.gov.uk

Use of Council email address

This is a polite reminder that when undertaking Council business, **you must only use your Council email address** due to GDPR legislation.

If you are experiencing issues with accessing your Council email account, please following the new process to raise IT issues so our ICT Team can assist.

Member Contact

Please be aware that all Member queries should be logged using https://eppingforestdc-self.achieveservice.com/service/Member_Contact as this will ensure that your query or question is properly logged and chased up if you have not received a response within 5 days.

Modern.Gov App Tutorial

A video tutorial is available from Civica on YouTube for using the Modern.Gov iOS app. The video is approximately 12 minutes long and can be accessed via the following link:

Modern.Gov new iOS App Tutorial =
<https://www.youtube.com/watch?v=F23xhEdH5vc>

Committee Management System

The members' extranet facility for the Modern.Gov system is available at:

<https://eppingforestextranet.moderngov.co.uk/extranet>

Members may wish to save this link on their computer or mobile devices. Queries concerning login and password details for the extranet should be addressed to the Democratic Services Manager.

Constitution

The Council's Constitution is available at:

<https://rds.eppingforestdc.gov.uk/ieListMeetings.aspx?CIId=638&Info=1>

Queries concerning the Constitution should be addressed to the Democratic Services Manager

ECC Highways Portal

Up to date details of all Highways work is available at:

<https://www.essexhighways.org/Transport-and-Roads.aspx>

PART C - GENERAL INFORMATION

1. MODERN.GOV APP TUTORIAL

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(Further Info: Gary Woodhall ext 4470)

2. ELECTION COUNTS - MAY 2021

Would Members please note that there has been a change in the schedule for the Election Counts previously advised. Due to the deadline for the Police, Fire & Crime Commissioner declaration being moved, the schedule has been revised to the following:

Thursday 6 May 2021	Polling Day, and verification of all ballots to be completed straight after the close of poll.
Friday 7 May 2021	Count to begin at 9.30am; Essex County Council Divisions to be completed first, followed by the District wards and most of the Town and Parish wards.
Saturday 8 May 2021	Count to begin at 9.30am; Police, Fire & Crime Commissioner to be completed first, followed by any outstanding Town & Parish Council wards from the day before.

(Further info: Gary Woodhall ext 4470)

3. NEW PROCESS FOR RAISING IT ISSUES

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4. NEPP PRE-NOTIFIED QUESTIONS

At the last meeting of the Overview & Scrutiny Committee on 2 February 2021, the Group Manager from NEPP – Richard Walker – attended the meeting to allow the Committee to undertake an external scrutiny exercise. Some Members provided prior notice of questions and issues before the meeting, and the attached document at Appendix X provides the responses from NEPP as promised at the meeting.

(Further info: Gary Woodhall ext 4470)

5. TREE PROSECUTION EPPING PLACE, EPPING

On 9 March 2021 in Southend Magistrates Court Ms. Razi – Sharif Choudhry of Epping Place Epping Essex pleaded guilty to causing or permitting the lopping of a Horse Chestnut tree and a Lawson Cypress tree at her property without the authorisation of Epping Forest District and which were protected by virtue of them being in the Bell Common Conservation Area

FACTS

On 23 April 2019 the Council's Tree and Landscape officer was notified that work had been carried out to a Horse Chestnut tree in the garden of Epping Place Epping Essex

The tree was protected by virtue of it being in the Bell Common Conservation Area and no consent had been given for the work carried out.

The Council's investigation also revealed that a Lawson Cypress in the garden had also been lopped without consent

As a result of the unauthorized work to the Horse Chestnut tree, which in the opinion of the Council's Tree and Landscape officers, had not been carried out in a professional manner, the Council subsequently agreed to its felling as it had become unacceptable fragile.

Having pleaded guilty at the first available time Ms Choudhry was fined £500 in respect of the Horse Chestnut, £250 for the Lawson Cypress and ordered to pay a contribution towards the Council's prosecution costs of £1,000 and a victim surcharge of £75.

6. WEBCAST TOP 10 15MAR (Pages 17 - 18)

Please see attached.

7. PROSECUTION FOR FLYTIPPING

Numerous fly tipping incidents in Ongar and Stapleford Tawney between November 2017 and March 2018 lead to an Ilford resident receiving a Criminal Behaviour Order, suspended jail term, nightly curfew and disqualification from driving, heard at Southend Magistrates Court on 3 March 2021.

Evidence gathered by the Council's Environment & Neighbourhood team led to a prosecution for 7 fly tipping offences at various locations in Ongar and Stapleford Tawney between November 2017 and March 2018 against Mr Behnam Dehghani, who now lives in Ilford, Essex

Mr Dehghani pleaded guilty to the offences at a court hearing in February 2020 but the sentence hearing was not held until 3rd March 2021.

The Magistrates stated that fly tipping was a blight on Local Authorities and there was never a reasonable excuse for doing so.

Having made their deliberations, the Magistrates sentenced Mr Dehghani to 9 months' imprisonment, suspended for 12 months and subject to a curfew of 7am to 7pm for 3 months.

In addition, Mr Deghani was disqualified from driving for 12 months, and subject to a 10 year Criminal Behaviour Order (CBO). The CBO prevents Mr Dehghani from acting as a waste carrier in the future.

Mr Dehghani was also ordered to pay the Council's prosecution costs of £2,600 and a Victim Surcharge of £100

(Further information: Michael Richardson ext 4422)

8. STRONGER COMMUNITIES SELECT COMMITTEE - TUESDAY 30 MARCH 2021

The District Commander for Brentwood and Epping Forest with Essex Police, Ch Insp Ant Alcock will be attending the next meeting of the Stronger Communities Select Committee on Tuesday 30 March to discuss the current policing and crime issues in the District.

Members are invited to submit questions before the meeting to Rebecca Perrin at rperrin@eppingforestdc.gov.uk by Wednesday 24 March 2021, in order that thorough answers can be provided at the meeting, although there will be an opportunity to ask questions at the meeting.

9. CENSUS 2021

It is Census day this Sunday 21 March 2021. Every 10 years the census gives us a complete picture of the nation.

Census 2021 will be mainly online. There are people who'll find this challenging so we must make sure the census is as accessible and inclusive as possible.

Go purple in celebration

The Civic building will join more than a hundred buildings and landmarks across England and Wales by lighting up purple on the 19 March until 21 March, to celebrate the upcoming census and its importance to communities.

How you can help

The involvement and support of councillors and council executives will be vital to ensure a successful census in Epping Forest District. We need your help to spread the important message within your community and across your social media to ensure we achieve a high number of completed census questionnaires across the district.

The census helps inform the provision of public services throughout the UK, such as determining the appropriate number of school places and hospital beds that are needed to properly serve their communities.

It's therefore important that census estimates are accurate, so that these funds can be allocated where they're needed. To get accurate estimates, a good response to the census is required from all areas and communities.

We will be promoting the census campaign through press releases, social media, housing schemes and external partners.

Help and support for residents

We have been working with Voluntary Action Epping Forest (VAEF) to ensure the census is accessible for all residents.

The Epping Forest Support Line has been set up to provide help and support with completing the census online

- Call 01992 564208

VAEF will also be hosting some digital support drop-in centres for residents that need help completing the census.

Oakwood Hill Community Centre, Longcroft rise, Loughton, IG10 3NB will be open Mondays 9:30 am – 3:30 pm

- 22 March
- 29 March
- 5 April
- 12 April
- 19 April
- 26 April

Waltham Abbey Leisure Centre, Hillhouse, Waltham Abbey, Essex, EN9 3EL will be open Tuesdays 9:30 am – 3:30 pm

- 13 April
- 20 April
- 27 April

Ongar Leisure Centre, Fyfield Road, The Gables, Ongar, Essex, CM5 0GA will be open Fridays 9:30 am – 3:30 pm

- 16 April
- 23 April
- 30 April

Please contact Rebecca Moreton if you have any questions

rmoreton@eppingforestdc.gov.uk

10. MEMBER TRAINING PROGRAMME 2021/22 (Pages 19 - 40)

Please find attached the provisional Member Training Programme for 2021/22.

11. CHAIRMAN'S DIARY

None this week

LICENSING ACT 2003

Please be advised that the Licensing Unit has received the following applications for a New Premises Licence made under the Licensing Act 2003 for the premises below:

Applicant name: ADO Catering Limited

Address of Premises: The Blue Boar, Market Place, Abridge, Romford, Essex, RM4 1UA

Brief details of the natures of the application: New Premises Licence for:

Provision of Live Music (Indoors), Provision of Recorded Music (Indoors), Provision of Performances of Dance (Indoors), The Sale of Alcohol (For consumption both on and off)

Sunday – Wednesday	10:00 – 00:00
Thursday	10:00 – 01:00
Friday – Saturday	10:00 – 02:00

For statutory bank holiday weekend periods (Friday Saturday Sunday & Monday) the Thursday before Good Friday and Christmas Eve, the finish time will be extended by one hour beyond these times. On occasions of local, national or international significance or for charitable events, the finish time will be extended by one hour, with seven days' notice and agreement with the police.

Late Night Refreshment (Indoors)

Sunday – Wednesday	23:00 – 01:00
Thursday	23:00 – 02:00
Friday – Saturday	23:00 – 03:00

For statutory bank holiday weekend periods (Friday Saturday Sunday & Monday) the Thursday before Good Friday and Christmas Eve, the finish time will be extended by one hour beyond these times. On occasions of local, national or international significance or for charitable events, the finish time will be extended by one hour, with seven days' notice and agreement with the police.

Opening Hours

Sunday – Wednesday	09:00 – 01:00
Thursday	09:00 – 02:00
Friday – Saturday	09:00 – 03:00

For statutory bank holiday weekend periods (Friday Saturday Sunday & Monday) the Thursday before Good Friday and Christmas Eve, the finish time will be extended by one hour beyond these times. On occasions of local, national or international significance or for charitable events, the finish time will be extended by one hour, with seven days' notice and agreement with the police.

Consultation Period From: 12th March 2021

To: 9th April 2021

Officer in charge: Peter Jones

Please ensure that any comments/objections are received by the Licensing team on or before the consultation end date.

Manager
Licensing Officer

Kim Tuckey 01992 564034
Peter Jones 01992 564721

PLANNING

1. Appeals Lodged

EPF/0018/20 – Maltings Farm Church Road Moreton CM5 0JY - Reserved Matters Application ref: EPF/0181/18. (Outline planning application for removal of outbuildings & an existing dwelling. Erection of x3 no. detached dwellings. Formation of a new highway access & ancillary works) – Written reps – Alastair Prince Ext. 4462

EPF/0241/20 – 52a The Plain Epping CM16 6TL - Demolition of existing bungalow and redevelopment involving a 2 storey block of 5 flats with rooms in the roof space involving a front dormers and 8 rooflights with associated off-street parking – Written Reps – Caroline Brown Ext. 4182

EPF/0669/20 – 5 Hampton Mead Loughton IG10 1TX - Additional two bedroom dwelling – Written reps – Zara Seelig ext. 4379

EPF/0856/20 Land at Greenacre Bassetts Lane Willingale CM5 0QL - Application for Variation of Conditions 1, 3 and 6 (Material change of use to a mixed use for purposes of agriculture & a residential caravan site) – Informal Hearing – Caroline Brown ext. 4182 (linked with ENF appeal)

EPF/0952/19 – Cock and Magpie PH Epping Road Epping Green CM16 6PU - Application for Outline Planning Permission for the demolition of an obsolete former Public House, change of use of land and re-development to provide x 8 no. new dwelling houses, including ancillary works – Written reps – Sukhi Dhadwar ext. 4597

2. Forthcoming Planning Inquiries/Hearings -

EPF/1649/17 – White Rose Curtis Mill Lane Stapleford Abbots RM3 1HS – Re determination appeal by new Inspector- date to be arranged.

13th April 2021 - EPF/2905/19 and EPF/0379/20 Epping Forest College Sites Redevelopment of the site to provide x 139 no. residential units in 3 buildings ranging from 3-5 storeys, car parking spaces, communal landscaped amenity areas, secure cycling parking & other associated development and Redevelopment of the site to provide 285 residential dwellings (Use Class C3) in a series of blocks ranging from 2 to 5 storeys in height, a new Wellness Centre (Use Class D1), creation of a new public park, car parking, communal landscaped amenity areas, secure cycle parking and other associated - – Virtual Inquiry -

EPF/0695/19 - Langley and Mile Nurseries Crooked Mile, Waltham Abbey EN9 2ER - Outline planning application for a residential development comprising up to x 52 no. dwellings (including 40% affordable housing) with vehicular access from Crooked Mile, associated open space, children's play area and ancillary works- date to be arranged

3. Enforcement Appeals

ENF/0460.20 – Land West of part of OS 0004 Land North Heathlands Willingale Road High Ongar CM5 - Application for Outline Planning Permission for the demolition of an obsolete former Public House, change of use of land and re-development to provide x 8 no. new dwelling houses, including ancillary works – Mick Mooney ext. 4713

4. Appeal Decisions

EPF/1405/20 – 7 Hurst Road Buckhurst Hill IG9 6AB - Proposed loft extension & raising the ridge by 300mm.(Revised application to EPF/0226/20) – Dismissed

EPF/1483/20 – 27 Algiers Road Loughton IG10 4NG - Replacement outbuilding – Allowed with Conditions

5. Tree Preservation Orders

TPO/EPF/08/20 – Alpha Cottage, Epping Road, Epping Upland – confirmed unopposed 03/03/2021.

TPO/EPF/09/20 – North Cottage, Betts Lane, Nazeing – confirmed unopposed 03/03/2021.

TPO/EPF/03/21 – 39 Albion Hill, Loughton – effective from 04/03/2021

6. S106 Agreements

None this week

7. Changes to Planning Systems

None this week

PORTFOLIO HOLDER DECISIONS

The notification of decisions taken by individual Portfolio Holders is no longer included in the Council Bulletin.

All members of the Council receive automatic email notification of the publication of each individual Portfolio Holder decision and the call-in period for each decision commences immediately. Members wishing to call-in a decision should complete the attached call-in form and return it to Democratic Services before the expiry of five working days following the publication date of the decision. Members should refer to the Constitution (Article 6 - Overview and Scrutiny) for the rules of call-in.