

## **EPHING FOREST DISTRICT COUNCIL COUNCIL MINUTES**

**Committee:** Council **Date:** 16 December 2008

**Place:** Council Chamber, Civic Offices, High Street, Epping **Time:** 7.30 - 9.00 pm

**Members Present:** Councillors J Knapman (Chairman), Mrs P Smith (Vice-Chairman), R Barrett, R Bassett, D Bateman, A Boyce, Mrs R Brookes, Mrs P Brooks, K Chana, Mrs S Clapp, M Cohen, Miss R Cohen, M Colling, Mrs D Collins, D Dodeja, R Frankel, Mrs R Gadsby, A Green, Mrs A Grigg, Mrs A Haigh, Mrs H Harding, Ms J Hedges, D Jacobs, R Law, J Markham, Mrs M McEwen, G Mohindra, R Morgan, S Murray, J Philip, Mrs C Pond, G Pritchard, Mrs P Richardson, B Rolfe, B Sandler, Mrs M Sartin, P Spencer, D Stallan, Mrs J Sutcliffe, H Ulkun, Mrs L Wagland, C Whitbread, Mrs J H Whitehouse, J M Whitehouse, D Wixley and J Wyatt

**Apologies:** Councillors K Angold-Stephens, J Collier, Mrs A Cooper, P Gode, J Hart, Mrs J Lea, W Pryor, Ms S Stavrou, P Turpin, A Watts and Mrs E Webster

**Officers Present:** D Macnab (Deputy Chief Executive), I Willett (Assistant to the Chief Executive), G Lunnun (Assistant Director Democratic Services), S G Hill (Senior Democratic Services Officer), P Seager (Chairmans Secretary) and T Carne (Public Relations and Marketing Officer)

### **86. WEBCASTING INTRODUCTION**

Councillor J Knapman 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.

### **87. FORMER COUNCILLOR BARRY WHITLOCK AND MARINE GEORGIE SPARKS**

It was with much sadness that the Chairman informed the Council of the deaths of former District Councillor Barry Whitlock and Marine Georgie Sparks.

Following the Chairman's announcement, Councillor S Murray paid tribute to former Councillor Whitlock. Members were advised that Barry Whitlock had represented the Loughton North Ward between 1974 and 1976 and the Debden Green Ward between 1979 and 1984.

The Council were informed that Marine Georgie Sparks aged 19 from Epping had lost his life in Afghanistan on 27 November 2008. Councillor Knapman reported that it had been his honour to represent the District at the funeral service which had been held on 13 December 2008. Councillor Mrs D Collins advised that Georgie Sparks had been resident within the Ward which she represented. She stated that the country owed a huge debt of gratitude to Georgie Sparks and all soldiers involved in the current conflicts in Afghanistan and Iraq.

The Council expressed their condolences to the families of Barry Whitlock and Georgie Sparks. All present stood for a minute's silence in tribute to the memory of former Councillor Barry Whitlock and Marine Georgie Sparks.

**88. MINUTES**

**RESOLVED**

That the minutes of the Council meeting held on 28 October 2008 be taken as read and signed by the Chairman as a correct record.

**89. DECLARATIONS OF INTEREST**

- (a) Pursuant to the Council's Code of Member Conduct, Councillor S Murray declared a personal interest in agenda item 10 (Report of the Cabinet – Capital Strategy 2008-13) by virtue of being a member of the Loughton Leisure Centre. The Councillor advised that his interest was restricted to that part of the report concerning fitness equipment at the Centre and he had determined that in the event of the meeting debating that issue his interest would be prejudicial and he would leave the meeting for the consideration and voting on that matter.

**90. ANNOUNCEMENTS**

**(a) Announcements by the Chairman**

Councillor Knapman reported on his attendance at the following events during the past month:

- (i) Epping Forest Youth Council Big Youth Debate;
- (ii) Children's Sporting Lunch for the Essex Disabled Sports Foundation;
- (iii) Jubilee Lodge – The first stage provision of equipment in the Wow Room being provided through his charity donations;
- (iv) Nintendo Wii match between residents of Jubilee Court and Parsonage Court;
- (v) Royal Association for the Deaf and Deafblind Carol Service;
- (vi) Ongar and District Health Care League of Friends Carol Service;
- (vii) Surestart Children's Christmas Party at Limes Farm;
- (viii) Epping Town Old Peoples Welfare Association Christmas Lunch;
- (ix) Joint Council and Chigwell Riding Trust for Special Needs Carol Service.

Councillor Knapman advised that he had been very impressed with the behaviour of the young people at the Big Youth Debate and with the quality of the debate. He expressed disappointment at the limited and negative press coverage of the event.

**(b) Announcements by the Leader of the Council**

Councillor Mrs Collins thanked the Chairman for inviting members to the joint Council and Chigwell Riding Trust for Special Needs Carol Service.

**(c) Announcements by other Cabinet Members**

Councillor Mrs A Grigg, Planning and Economic Development Portfolio Holder, apologised to Councillor Mrs C Pond for not yet providing a written reply to a question asked at the last Council meeting in relation to Town and Village Plans. Councillor Mrs Grigg advised that she would be responding early in the New Year and the response would be published in the Council Bulletin.

**91. PUBLIC QUESTIONS (IF ANY)**

No public questions had been received for consideration at the meeting.

**92. REPORTS FROM THE LEADER, CHAIRMAN OF THE OVERVIEW AND SCRUTINY COMMITTEE AND MEMBERS OF THE CABINET**

The Council received written reports from the Chairman of the Overview and Scrutiny Committee, the Civil Engineering and Maintenance Portfolio Holder, the Community Wellbeing Portfolio Holder, the Corporate Support and ICT Services Portfolio Holder, the Environment Portfolio Holder, the Housing Portfolio Holder, the Leisure and Young People Portfolio Holder and the Planning and Economic Development Portfolio Holder.

The Chairman invited the Leader, Chairman of the Overview and Scrutiny Committee and members of the Cabinet to provide an oral report or an oral update of their written reports.

**(a) Leader of the Council**

Councillor Mrs Collins reported that she had recently met with Paul Thomson who had taken up the post of Superintendent of Epping Forest on 1 September 2008.

The Leader reported on a meeting she had attended in Harlow organised by Bill Rammell MP to discuss secondary education and sixth form provision. She advised that the secondary schools in Harlow were working with Harlow College with a view to better sixth form provision being offered at the College.

Councillor Mrs Collins also reported that together with Lord Hanningfield she had recently attended St Johns and King Harold Schools. She advised that it was now apparent that building improvements to King Harold would not take place until at least 2017 and that the provision of a new school at St Johns was unlikely to take place in the foreseeable future in view of the effects of the current recession.

In the light of the above meetings, Councillor Mrs Collins stated that she considered that the Council should act as a facilitator in getting secondary schools in the Epping Forest District to work more closely with Epping Forest College and Harlow College with a view to securing additional sixth form academic places for Epping Forest students. She referred to the recent attendance at the Overview and Scrutiny Committee of Peter Sadler, new Principal of Epping Forest College and his wish to work in partnership with the Council. The Leader said that she was very impressed with the new facilities at Epping Forest College and that consideration was being given to holding the March Cabinet meeting at the College.

The Leader also reported that she had met recently with Councillor Tracey Chapman, Chief Whip and Environment and Waste Portfolio Holder of Essex County Council and was due to meet Councillor Norman Hume, Highways and Transportation Portfolio Holder of Essex County Council.

The Leader reiterated the comments made earlier in the meeting by the Chairman in relation to the Epping Forest Youth Council Big Youth Debate.

Finally, Councillor Mrs Collins advised that she had participated in the Audit Commission Inspectors' visit to the Council the previous week and their report was expected in due course.

**(b) Finance and Performance Management Portfolio Holder**

Councillor C Whitbread advised that the Cabinet at its meeting the previous evening had adopted the recommendation of the Finance and Performance Management Cabinet Committee to increase the District Council Tax by no more than 2.5%. The Cabinet had also decided not to increase parking fees and charges for 2009/10 and officers had been instructed to find £60,000 savings from other budgets in lieu of not increasing these charges.

**93. QUESTIONS BY MEMBERS WITHOUT NOTICE**

**(a) Secondary Schools in the District**

**By Councillor Mrs A Haigh to Councillor Mrs D Collins, Leader of the Council**

Councillor Mrs Haigh referred to the visit to schools by the Leader and Lord Hanningfield and asked whether there had been any discussion about staffing issues bearing in mind that it was apparent there was a lack of speech therapists and other specialist staff.

**Response by Councillor Mrs D Collins, Leader of the Council**

Councillor Mrs Collins advised that the visits to both King Harold and St Johns Schools had included inspection of all the classrooms and activities being undertaken. Lord Hanningfield had not given any commitment in relation to funding and this was something which would need to be kept under review. Councillor Mrs Collins pointed out that King Harold School were being assisted by Debden Park School which was now out of special measures.

**(b) CCTV – Buckhurst Hill Underpass**

**By Councillor Mrs A Haigh to Councillor Ms S-A Stavrou, Community Wellbeing Portfolio Holder.**

Councillor Mrs Haigh referred to the written report of the Portfolio Holder in which she had stated that the Safer Communities Partnership had been approached to match District Council funding for CCTV coverage in the Buckhurst Hill Underpass. Councillor Mrs Haigh asked whether any response had been received to this approach.

**Response by Councillor Ms S-A Stavrou, Community Wellbeing Portfolio Holder**

In the absence of the Portfolio Holder, the Leader of the Council advised that the Portfolio Holder would respond in writing and that the response would be published in the Council Bulletin.

**(c) Policing in the Epping Forest District****By Councillor S Murray to Councillor Mrs D Collins, Leader of the Council**

Councillor Murray drew attention to the constant changes of Police District Commander and suggested that this would not be tolerated in other public authorities. He asked if the Leader agreed with his views.

**Response by Councillor Mrs D Collins, Leader of the Council**

Councillor Mrs Collins stated that she could not comment on the most recent change as this was subject to an internal police investigation. In relation to the broader issue she agreed that it was unfortunate there had been several District Commanders during recent years. She pointed out that the District Council had no control over this appointment but advised that she was expecting a report from County Councillor A Jackson in relation to this matter.

**(d) London Underground – Free Passes****By Councillor D Bateman to Councillor R Bassett, Civil Engineering and Maintenance Portfolio Holder**

Councillor Bateman reported that he was frequently contacted by residents seeking free passes on the underground as they lived close to the District boundary with the London Borough of Redbridge where residents were entitled to such passes. He pointed out that many of the Epping Forest District residents relied on services which were situated within Greater London. Councillor Bateman requested that the Portfolio Holder consider this matter.

**Response by Councillor R Bassett, Civil Engineering and Maintenance Portfolio Holder**

Councillor Bassett drew attention to the difficulties relating to concessionary passes. He advised that this year 16,000 concessionary bus passes had been issued by the Council and 10,000 of those were actively being used on a regular basis. He stated that he was willing to discuss concessionary passes for the London Underground Service with Transport for London but he pointed out that if 10,000 passes were to be obtained this would be very expensive for the Council and difficult to justify. He advised that it would be inappropriate to offer concessionary Underground Service passes to residents of Buckhurst Hill, Chigwell and Loughton only.

**(e) Staff Travel Transport Survey****By Councillor Mrs J H Whitehouse to Councillor Mrs M Sartin, Environment Portfolio Holder**

Councillor Mrs Whitehouse asked if all Councillors could receive a copy of the Travel Plan to be developed following analysis of the Staff Travel Transport Survey.

**Response by Councillor Mrs M Sartin, Environment Portfolio Holder**

Councillor Mrs Sartin advised that once the exercise had been completed all Councillors would receive a copy of the Travel Plan.

**(f) Credit Unions****By Councillor Mrs J H Whitehouse to Councillor C Whitbread, Finance and Performance Management Portfolio Holder**

Councillor Mrs Whitehouse drew attention to the opposition expressed at a previous meeting to using Council premises for Credit Unions. She drew attention to Unions set up in other parts of the country and to the current economic climate and asked the Portfolio Holder if he was prepared to reconsider his position in relation to this aspect. She also asked if publicity was to be provided by the Council in relation to Credit Unions as agreed at the previous meeting.

**Response by Councillor C Whitbread, Finance and Performance Management Portfolio Holder**

Councillor Whitbread said he applauded the work being undertaken by the churches. He pointed out that in the current economic climate matters were changing constantly and that he was prepared to look at all options in the future.

**(g) Essex Bank****By Councillor A Green to Councillor C Whitbread, Finance and Performance Management Portfolio Holder**

Councillor Green asked if the District Council had been in discussion with Essex County Council regarding the formation of an Essex Bank.

**Response by Councillor C Whitbread, Finance and Performance Management Portfolio Holder**

Councillor Whitbread confirmed that there had been discussions with Essex County Council and it was apparent that at present investments were being sought only from Europe and from the County Council itself. Councillor Mrs Collins added that the County Council was not currently seeking investments from District or Borough Councils and that no decision had been taken on the lending regime. She advised that when further details were received from the County Council she would advise members.

**(h) Street Cleansing****By Councillor D Jacobs to Councillor Mrs M Sartin, Environment Portfolio Holder**

Councillor Jacobs advised that there was a continuing increase in the number of street cleansing complaints in the Chigwell and Loughton areas. He asked the Portfolio Holder what steps were being taken by the contractor to remedy the situation.

**Response by Councillor Mrs M Sartin, Environment Portfolio Holder**

Councillor Mrs Sartin advised that she had questioned the methodology of logging complaints as it was possible that some of the entries related to questions which had been asked as opposed to complaints about the level of service provision. She advised that the matter would continue to receive consideration.

**(i) Essex Savers****By Councillor Mrs J H Whitehouse to Councillor C Whitbread, Finance and Performance Management Portfolio Holder**

Councillor Mrs Whitehouse pointed out that the Portfolio Holder had not replied to that part of her earlier question regarding publicity for Essex Savers.

**Response by Councillor C Whitbread, Finance and Performance Management Portfolio Holder**

Councillor Whitbread confirmed that steps would be taken to support actively the provision of Credit Union Services in this District by means of publicity.

**(j) Funding for Housing Growth****By Councillor J M Whitehouse to Councillor Mrs A Grigg, Planning and Economic Development Portfolio Holder**

Councillor Whitehouse referred to the recent announcement by the Housing Minister of a £600,000,000 allocation to local authorities across the country with long-term building plans. He asked the Portfolio Holder if she had any proposals regarding the use of any funding which might become available and expressed the hope that this could be considered by members of part of the budget process. He suggested that some of the funds should be made available to Planning Services in view of the current pressures within that service.

**Response by Councillor Mrs A Grigg, Planning and Economic Development Portfolio Holder**

Councillor Mrs Grigg advised that no consideration had been given as to how any additional funding which might be received would be spent. She advised that she shared Councillor Whitehouse's concerns about the pressures on the Forward Planning Team and stated that consideration was being given to providing additional resource within that Section but that this should be available from within the Local Development Framework.

**94. MOTIONS****(a) Development Plan Provision for Gypsies and Travellers – Invitation to Parliamentary Under-Secretary of State****Moved by Councillor D Stallan and seconded by Councillor C Whitbread**

By leave of the Council, Councillor Stallan amended the motion to change the name of the appropriate Parliamentary Under-Secretary to Mr Iain Wright.

(1) "That this Council notes the high level of interest by our residents in the consultation document on Development Plan Provision for Gypsies and Travellers in the Epping Forest District;

(2) That to enable members and our residents to be better informed on the reasons for such provision in the Epping Forest District an invitation be sent to Mr Iain Wright M.P. Parliamentary Under-Secretary of State at the Department for Communities and Local Government for him to attend the next meeting of the Council's Overview and Scrutiny Committee on 29 January 2009; and

- (3) That the three local Members of Parliament be advised of our invitation”

**Carried**

**Motion as amended ADOPTED**

**RESOLVED:**

- (1) That this Council notes the high level of interest by our residents in the consultation document on Development Plan Provision for Gypsies and Travellers in the Epping Forest District;
- (2) That to enable members and their residents to be better informed on the reasons for such provision in the Epping Forest District an invitation be sent to Mr Iain Wright M.P. Parliamentary Under-Secretary of State at the Department for Communities and Local Government for him to attend the next meeting of the Council’s Overview and Scrutiny Committee on 29 January 2009; and
- (3) That the three local Members of Parliament be advised of our invitation.

**(b) Gypsies and Travellers Development Plan Provision – Government Direction**

**Moved by Councillor Mrs D Collins and seconded by Councillor C Whitbread**

“(1) That this Council expresses its outrage at the effect of the Government’s decision to direct the Authority, against its wishes, to prepare a Gypsy and Traveller DPD at this time because as a result:

- (a) the Council has been unable to assess all local housing needs (including those of the gypsy and traveller community) as a single exercise resulting in the provision of accommodation for that community being highlighted prematurely and proving to be unnecessarily divisive;
- (b) the consultation process has lead to strong concerns being expressed to the Council by local residents and landowners about property blight, fear of crime, loss of amenity, reduction in land values and compulsory purchase of sites as a result of the Direction and by the gypsy and traveller community about social cohesion;
- (2) That the Council records that, over the lifetime of this Council, there have been few occasions when the Authority has voluntarily exercised compulsory powers of acquisition to achieve its objectives and confirms that the Council remains extremely reluctant to exercise compulsory purchase powers in the future for the purpose of implementing the proposed DPD or for any other purpose;
- (3) That the Government make a clear statement as to how it views the exercise of compulsory purchase powers in the current circumstances, bearing in mind:

- that all but two of the sites identified in the consultation document are in private ownership; and
- the need for the Council to comply with its duty under the Race Relations (Amendment) Act 2000 to provide good relations and equality of opportunity between persons of different racial groups when performing its functions; and

(4) That the Government commission urgently definitive research on the concerns of residents as expressed in the current consultation process so that the Council can engage effectively with the community in the future”.

**First Amendment moved by Councillor M Cohen and seconded by Councillor C Whitbread**

“That the words “and provide” be added after the word “urgently” in paragraph (4)”

**Carried**

**Second Amendment moved by Councillor Mrs L Wagland and seconded by Councillor Mrs A Haigh**

“That the words “by the external consultant” be added after the word “identified” in paragraph (3)”.

**Carried**

**Motion as amended ADOPTED**

**RESOLVED:**

(1) That this Council expresses its outrage at the effect of the Government’s decision to direct the Authority against its wishes, to prepare a Gypsy and Traveller DPD at this time because as a result:

(a) the Council has been unable to assess all local housing needs (including those of the gypsy and traveller community) as a single exercise resulting in the provision of accommodation for that community being highlighted prematurely and proving to be unnecessarily divisive;

(b) the consultation process has lead to strong concerns being expressed to the Council by local residents and landowners about property blight, fear of crime, loss of amenity, reduction in land values and compulsory purchase of sites as a result of the Direction and by the gypsy and traveller community about social cohesion;

(2) That the Council records that, over the lifetime of this Council there have been few occasions when the Authority has voluntarily exercised compulsory powers of acquisition to achieve its objectives and confirms that the Council remains extremely reluctant to exercise compulsory purchase powers in the future for the purpose of implementing the proposed DPD or for any other purpose;

(3) That the Government make a clear statement as to how it views the exercise of compulsory purchase powers in the current circumstances, bearing in mind:

- that all but two of the sites identified by the external consultant in the consultation document are in private ownership; and

- the need for the Council to comply with its duty under the Race Relations (Amendment) Act 2000 to promote good relations and equality of opportunity between persons of different racial groups when performing its functions; and

(4) That the Government commission urgently and provide definitive research on the concerns of residents as expressed in the current consultation process so that the Council can engage effectively with the community in the future.

**(c) Economic Climate – Advice for Residents**

**Moved by Councillor Mrs A Haigh and seconded by Councillor J M Whitehouse**

“That this Council notes:

(a) the growing economic climate crisis and the impact it is having on individuals in the district;

(b) the increasing number of people struggling with mortgage repayments and the record levels of personal debt;

(c) the increasing demand placed on the Council’s Benefits Section and on local organisations such as the Citizens’ Advice Bureaux; and resolves to:

(i) ask the Overview and Scrutiny Community to work with relevant local public and voluntary sector bodies to undertake a review of current debt and money advice service provision; and

(ii) ask the Cabinet to review the support that the District Council offers the Citizens’ Advice Bureau and similar services and consider whether this support should be extended, and to incorporate the outcome of the review into the budget process”.

**Amendment moved by Councillor D Stallan and seconded by Councillor C Whitbread**

(1) That an additional paragraph be added as follows:

“(c) That this Council notes the initiatives of the current administration in trying to alleviate the impact of the growing financial crisis on our residents;” and

(2) That paragraph (c) of the original motion be re-lettered (d).

**Carried**

**Motion as amended ADOPTED**

**RESOLVED:**

That this Council notes:

(a) the growing economic crisis and the impact it is having on individuals in the district;

(b) the increasing number of people struggling with mortgage repayments and the record levels of personal debt;

(c) the initiatives of the current administration in trying to alleviate the impact of the growing financial crisis on our residents;

(d) the increasing demand placed on the Council's Benefits Section and on local organisations such as the Citizens' Advice Bureaux; and resolves to:

(i) ask the Overview and Scrutiny Committee to work with relevant local public and voluntary sector bodies to undertake a review of current debt and the money advice service provision; and

(ii) ask the Cabinet to review the support that the District Council offers the Citizens' Advice Bureau and similar services and consider whether this support should be extended, and to incorporate the outcome of the review into the budget process.

**95. QUESTIONS BY MEMBERS UNDER NOTICE**

There were no questions asked by members under this item.

**96. REPORT OF THE CABINET - CAPITAL STRATEGY 2008-13**

**Mover Councillor C Whitbread – Finance and Performance Management Portfolio Holder**

The Portfolio Holder submitted a report recommending adoption of the Capital Strategy 2008-13 including revised Pages 8 and 12 of the Strategy (Pages 49 and 53 of the agenda/reports pack) and revised Appendices 2(a), 2(b), 2(c) and 3(a) and (b) following consideration of the draft Strategy by the Cabinet at its meeting the previous evening.

**Report as amended ADOPTED**

**RESOLVED:**

That the draft Capital Strategy 2008-2013 as submitted to the Council and amended by the Portfolio Holder be approved.

**97. REPORT OF THE CABINET - SUPPLEMENTARY ESTIMATES**

**Mover Councillor C Whitbread – Finance and Performance Management Portfolio Holder**

The Portfolio Holder submitted requests for supplementary estimates.

**Report as first moved ADOPTED**

**RESOLVED:**

(1) That a supplementary estimate of £64,000 for 2008/09 to be funded from the Housing Revenue Account balances be approved to clear the backlog of major tree work and undertake additional shrub maintenance on Council-owned land;

(2) That a capital supplementary estimate of £6,000 for 2008/09 be approved to undertake a feasibility study for the provision of a new Sports Hall at Waltham Abbey Swimming Pool; and

(3) That a capital supplementary estimate of £25,000 for 2008/09 be approved to purchase additional refuse bins which will be subsequently financed by a grant from Essex County Council.

**98. REPORT OF THE CABINET - SAVING LOCAL PLAN ALTERATIONS POLICIES**

**Mover Councillor Mrs A Grigg – Planning and Economic Development Portfolio Holder**

The Portfolio Holder submitted a report seeking authority to make an application for a Direction from the Secretary of State saving Local Plan Alterations policies. The Portfolio Holder advised that the recommendations before the Council had been considered and approved by the Cabinet the previous evening.

**Report as first moved ADOPTED**

**RESOLVED:**

That the schedules of Alterations to Local Plan policies and the reasons for either extending the “saved” period for those policies beyond June 2009 or deleting the policies as set out in the appendix attached to the report to the Council be approved.

**99. STANDARDS COMMITTEE**

Members were advised that notification had been received from the Epping Forest Branch of the Essex Association of Local Councils on the appointment of a third Parish/Town Council representative on the Committee following the decision of the Council to increase the size of the Committee in order to undertake the Local Assessment of Allegations of Misconduct by Councillors.

**RESOLVED:**

That the appointment of Parish Councillor J Salter as the third Parish/Town Council representative on the Committee be noted.

**100. AUDIT AND GOVERNANCE COMMITTEE**

The Council was advised of the resignation of Mr N Purkis one of the Independent Members on the Committee. Members were also advised that the vacancy had been advertised and applicants were to be interviewed in early January 2009 by a Panel comprising the Chairman and Vice-Chairman of the Audit and Governance Committee. The Council was advised that the Constitution provided for casual vacancies to be filled at the next available Council meeting but the Committee’s next meeting was on 9 February 2009 and it would be beneficial to appoint Mr Purkis’ replacement before that meeting.

**RESOLVED:**

(1) That the resignation of Mr N Purkis be noted;

(2) That the Chairman and Vice-Chairman of the Audit and Governance Committee be authorised to fill the vacancy on the Committee following the interview of applicants;

(3) That the Chairman of the Audit and Governance Committee write to Mr N Purkis thanking him for his contribution to the work of the Committee.

**101. REPRESENTATION ON OUTSIDE ORGANISATIONS - GRANGE FARM MANAGING TRUSTEES**

The Council was informed that Malcolm Woollard one of the Grange Farm Managing Trustees nominated by the Council had for health reasons resigned as a trustee. Members considered the nomination of a successor.

**RESOLVED:**

(1) That the resignation of Malcolm Woollard as a Managing Trustee be noted; and

(2) That Robert Church be nominated as a Managing Trustee for the balance of the four year period expiring 17 February 2011.

**102. REPRESENTATION ON OUTSIDE ORGANISATIONS - CITIZENS ADVICE BUREAU**

The Council was informed that the former Epping, Loughton, and Waltham Abbey branches of the Citizens' Advice Bureau had been merged to form the Epping Forest District Citizens' Advice Bureau with effect from 1 October 2008.

Under the previous structure, the Council had appointed two representatives on each of the Boards of the Loughton and Waltham Abbey branches, with one representative on the Epping branch. Under the arrangements for the new structure there was provision for the Council to nominate two representatives.

**RESOLVED:**

(1) That the merger of the former Epping, Loughton and Waltham Abbey branches of the Citizens' Advice Bureau to create a district-wide structure with effect from 1 October 2008 and the resultant impact on the Council's arrangement for representation on outside bodies be noted; and

(2) That Councillors K Chana and Mrs R Gadsby be appointed to the new Epping Forest District Citizens' Advice Bureau for the remainder of the current municipal year with Councillors D Bateman, Mrs J Hedges and Mrs J Lea being appointed as deputies.

**103. APPOINTMENT OF DISTRICT COUNCIL REPRESENTATIVE TO COUNTY HEALTH TASK AND FINISH PANEL**

The Council was informed that Essex County Council had established a joint Health/NHS Overview and Scrutiny Committee Commissioning of Health Services in West Essex Task and Finish Panel. The County Council had asked this Council to appoint a representative to sit on the Panel.

Members noted that the first meeting of the Panel had been held on 23 November and this had been attended by the Deputy Chief Executive and Councillor R Morgan.

The Overview and Scrutiny Committee at its meeting on 6 November 2008 had resolved that the full Council be asked to make an appointment to this Panel.

Councillor Mrs J H Whitehouse reported that the Scrutiny Panel had been set up by the County Council pro rata but that this had resulted in geographical gaps in representation. As a result she had been co-opted to the Panel by the County Council to help fill those gaps but she did not sit on the Panel as a representative of the District Council.

**RESOLVED:**

- (1) That Councillor Mrs E Webster be appointed a District Council representative on the County Task and Finish Panel looking at West Essex Health Services for the remainder current municipal year; and
- (2) That the status of Councillor Mrs J H Whitehouse on the Panel be noted.

**104. JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS**

**(a) Town Centre Partnerships**

Councillor Mrs J H Whitehouse reported that she had noted an invitation to residents and visitors to attend the Annual General Meeting of the Waltham Abbey Town Centre Partnership. She understood that this was a requirement of the Constitution of that Partnership and she requested that at the next District Council meeting the appointed representatives on all of the Town Centre Partnerships report under this item on the activities of the Partnerships and on whether all of the Constitutions have a clause requiring an invitation to be extended to residents and visitors to attend their Annual General Meetings.

**CHAIRMAN**