
COUNCIL

BULLETIN

Issued Week Ending Friday, 26 February 2021

Epping Forest District Council
www.eppingforestdc.gov.uk

Compiled, designed and produced by
Member Services

Contact: Kim Partridge
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: 1 March 2021 – 7 March 2021

Monday 1 March			
Tuesday 2 March		Licensing Sub-Committee - Cancelled Asset Management and Economic Development Cabinet Committee - Cancelled	
Wednesday 3 March	7.00pm	Area Planning Sub-Committee East	
Thursday 4 March	6.00pm	Cooperation for Sustainable Development Member Board	
Friday 5 March			
Saturday 6 March			
Sunday 7 March			

Week Two: 8 March 2021 – 14 March 2021

Monday 8 March			
Tuesday 9 March	7.00pm	Leisure Management Partnership Board	
Wednesday 10 March	7.00pm	Area Planning Sub-Committee West	
Thursday 11 March	7.00pm	Cabinet	
Friday 12 March		Members Expenses Forms Due For Submission	
Saturday 13 March			
Sunday 14 March			

Week Three: 15 March 2021 – 21 March 2021

Monday 15 March	7.00pm	Local Councils' Liaison Committee	
Tuesday 16 March	7.00pm	Council Housebuilding Cabinet Committee	
Wednesday 17 March	2.30pm 7.00pm	Licensing Committee District Development Management Committee	
Thursday 18 March			
Friday 19 March			
Saturday 20 March			
Sunday 21 March			

Week Four: 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			
Wednesday 24 March	7.00pm	Area Plans Sub-Committee South	
Thursday 25 March			
Friday 26 March			
Saturday 27 March			
Sunday 28 March			

PART B - ESSENTIAL INFORMATION

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?CId=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>

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.

Members iPad / Technology Issues

Please email details of your issue to MemberContact@eppingforestdc.gov.uk and an ICT ticket will be raised on your behalf.

PART C - GENERAL INFORMATION

1. PRE ELECTION PERIOD - THE 'PURDAH'

With the combined District, County, Police Fire and Crime Commissioner, and Town and Parish Council elections scheduled to take place on Thursday 6 May, I thought it would be helpful to circulate the following guidance based on a template prepared by the Local Government Association.

Guidelines and restrictions on decision making and publicity during the pre-election period

For practical purposes, the pre-election period that starts on Friday 19 March 2021. These restrictions apply to all elections happening during this period.

From the start of the pre-election period, the council must comply with restrictions outlined in Section 2 of the Local Government Act 1986. In addition a Code of Recommended Practice on Local Authority Publicity published in 2011 makes clear that particular care should be taken in periods of heightened sensitivity, such as in the run up to an election. The Act defines publicity as “any communication, in whatever form, addressed to the public at large or to a section of the public.”

Generally, the Act says that we should “not publish any material which, in whole, or in part, appears to be designed to affect public support for a political party.” The Code of Practice recommends that authorities should generally not issue any publicity which seeks to influence voters and that publicity relating to individuals involved directly in the election should not be published unless expressly authorised by statute.

Decision making

In relation to decision making within the council, the position remains that it is 'business as usual' unless there are very good reasons why this should not be the case. In the vast majority of cases, the pre-election period will have no impact on normal council business, including the approval of planning decisions.

What this means

- The primary restriction is on proactive publicity by the council which particularly relates to candidates and other politicians involved directly in the election.
- The council can still issue media releases on factual matters provided that these do not identify individual councillors or groups of councillors.
- Councillors are still free to respond to enquiries received from the media in a personal capacity.
- Individual councillors can issue their own statements, write letters to the local newspaper(s) for publication, contact the media directly or say what they like in a personal capacity, but must not use council resources to do so.

It is still possible for the council to issue statements on behalf of a councillor holding a key political or civic position provided it relates to important events which are outside the council's control and can be shown to justify a member response. These occasions are likely to be rare and to be the exception, rather than the rule.

(Further information: Tome Carne ext 4201)

2. WEBCAST VIEWS (Pages 13 - 14)

Please see attached.

3. CHAIRMAN'S DIARY

None this week

LICENSING ACT 2003

Please be advised that the Licensing Unit has received the following application for Street Trading Consent Renewal:

Applicant name: Chunkyz
Address of Premises: The Loughton Club Car park, 8 Station Road, Loughton, Essex, IG10 4NX

Brief details of the nature of the application:
Street Trading Consent new application

Wednesday to Saturday 12.00 – 21.00, Sunday 12.00 – 20.00
To sell hot and cold food and drink

Consultation Period From: 18th February 2021 – 10th March 2021

Officer in charge: Debbie Houghton

Applicant name: Simply Sea Food
Address of Premises: The Warren Wood PH Car park, Epping New Road, Buckhurst Hill Essex IG9 5UA

Brief details of the nature of the application:
Street Trading Consent renewal application

Thursday 10.00 – 20.00, Friday 10.00 – 21.00, Saturday 10.00 – 21.00, Sunday 10.00 – 20.00

To sell hot and cold food, fish and flowers

Consultation Period From: 18th February 2021 – 10th March 2021

Officer in charge: Debbie Houghton

Applicant name: Fruits of the Forest
Address of Premises: The Duke of Wellington PH Car park, 36 High Street, Epping, Essex, CM16 4AE

Brief details of the nature of the application:
Street Trading Consent new application

Tuesday to Friday 08.00 – 17.00, Saturday 08.00 – 16.00, Sunday 08.00 -14.00,
To sell local farm produce

Consultation Period From: 18th February 2021 – 10th March 2021

Officer in charge: Debbie Houghton

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
Debbie Houghton 01992 564336

PLANNING

1. Appeals Lodged

EPF/1485/20 - 4 Little Goldings, The Barn Clays Lane Loughton IG10 2RZ - Proposed alterations & extensions to a detached house, including first floor extension over garage & utility, first floor back extension over back of kitchen & detached garage with guest bedroom & ensuite – Householder appeal – M Rahman ext. 4415

EPF/2087/20 – 11 Charles Street Epping CM16 7AU - Proposed single storey rear extension & extension of a dormer (Revised application to EPF/0928/20) Householder appeal – Alastair Prince ext. 4462

EPF/2146/20 – 5 Amesbury Waltham Abbey EN9 3LG - Proposed first floor rear extension- As Amended - Written reps – appealing condition – Caroline Brown ext. 4182

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 – Virtual Inquiry - 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

3. Enforcement Appeals

None this week

4. Appeal Decisions

EPF/2033/20 – Grindelwald Middle Street Nazeing EN9 2LB - Existing bungalow roof removed & proposed 1st floor & two storey side/rear extension and alterations to create two storey dwelling & single storey side extension to create garage/utility room. Existing garage to be demolished – Allowed with conditions

5. Tree Preservation Orders

None this week

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.

This page is intentionally left blank

Webcast views

Over the last 28 days to 22 February 2021

All Epping Forest District Council webcasts are available to watch on the microsite for 2 years after the live date. Go to the [Watch a meeting](#) page on the website for links to all our public webcast meetings.

Top 10 webcast views

There were 4,605 views of all our webcasts over the last 28 days to 22 February 2021.

The table below shows the Top 10 webcasts of public meetings, and does not include internal meetings or training sessions.

Webcast title	Live date	All views	Live views	Archive views	Times shared
Council	08/02/2021 19:00	1355	775	580	7
Cabinet	11/02/2021 19:00	234	40	194	0
Cabinet	21/01/2021 19:00	198	0	198	0
Overview & Scrutiny Committee	02/02/2021 19:00	176	59	117	0
Area Planning Sub-Committee West	10/02/2021 19:00	132	29	103	3
Licensing Sub-Committee	02/02/2021 10:00	125	61	64	0
Area Planning Sub-Committee East	03/02/2021 19:00	112	22	90	1
Overview & Scrutiny Committee	07/01/2021 19:00	110	0	110	1
Local Councils' Liaison Committee	28/01/2021 19:00	93	15	78	0
Housing service webinar	20/01/2021 14:40	62	0	62	1

What is a view?

A view is the number of times a webcast has been played and must be for a minimum of 1 minute.

This page is intentionally left blank

EPPING FOREST DISTRICT COUNCIL

Notification of Call-In of Portfolio Holder Decision under Paragraphs 45-52 of Article 6 (Overview & Scrutiny) of the Constitution

This form must be signed and completed and the original returned to the Proper Officer in person no later than the fifth working day following the publication of the decision to be called-in

Decision to be called-in:
Decision reference:
Portfolio:
Description of decision:
Reason for call-in

Members requesting call-in
(3 members of the Overview and Scrutiny Committee or 5 other members)

Members Name:	Signed:
Lead member:	
Office Use Only: Date Received:	

This page is intentionally left blank