
COUNCIL ***BULLETIN***

Issued Week Ending Friday, 7 May 2021

Epping Forest District Council
www.eppingforestdc.gov.uk

Compiled, designed and produced by
Member Services

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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.

May 2021

Monday	Tuesday	Wednesday	Thursday	Friday
10 3.00 pm Council Agenda Planning Group 10/05	11	12 5.00 pm - 7.30 pm Member Training - New and Re-elected Member Welcome and Induction 12/05 7.30 pm CANCELLED - Area Planning Sub-Committee West 12/05	13 10.00 am Licensing Sub Committee 13/05 3.00 pm - 4.00 pm Qualis-Cabinet Briefing on Epping Sites 13/05	14 9.00 am - 10.30 am Member Training - Connectivity Help 14/05 10.30 am - 11.30 am Member Training - How th Council Works 14/05 11.45 am - 1.00 pm Member Training - Code of Conduct 14/05 1.30 pm - 3.00 pm Member Training - Data Protection 14/05 3.00 pm - 5.00 pm Member Training - Planning 14/05
17	18 10.00 am - 12.30 pm Member Training - Chairmanship of Area Plans Sub-Committee and District Development Committee 18/05 7.00 pm Appointments Panel 18/05	19 7.30 pm Area Planning Sub-Committee South 19/05	20	21
24	25 7.30 pm Council 25/05	26 7.30 pm Area Planning Sub-Committee East 26/05	27	28 10.00 am - 12.00 pm Qualis - Cabinet Workshop 28/05
31 Bank Holiday	1	2 7.30 pm Area Planning Sub-Committee West 02/06	3	4

PART B - ESSENTIAL INFORMATION

New Process for raising IT issues

1. 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).
2. 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.
3. 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.
4. 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.
5. 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.
6. 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.
7. 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?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>

PART C - GENERAL INFORMATION

1. COUNCIL BULLETIN VISIBILITY

Please note that at the request of Councillors, from next week the Council Bulletin will revert to a private document only viewable via the EFDC Intranet.

Members will continue to receive a link each week but will be required to login to view the document.

The login will be your Mod.gov credentials and will be the same process as you use to view confidential (pink) agenda.

2. TREE PROSECUTION 10 REDWOOD HOUSE ORCHARD END ONGAR ESSEX

On 27th April 2021 2021 in Chelmsford Magistrates Court Mr George Alder of 10 Redwood House Orchard End Ongar Essex pleaded guilty to causing or permitting the lopping of a Redwood tree and the felling of a Pine tree at his property without the authorisation of Epping Forest District and which were protected by a Tree Preservation Order made in 2008

FACTS

On 10th June 2020 the Council's Tree and Landscape officer was notified that work had been carried out to trees in the garden of Redwood House Orchard End Ongar Essex. The trees were protected by a Tree Preservation Order and no consent had been given for the work carried out.

The Council's investigation also revealed that a Redwood tree in the garden had been severely lopped and a Pine tree had been felled without consent

Having pleaded guilty at the first available opportunity Mr Alder was fined

- £1,000 in respect of the Redwood tree
- £4,000 for the Pine tree
- and ordered to pay the Council's prosecution costs of £974.75 and a victim surcharge of £190.

The Magistrates stated that they believed the work had been an intentional and deliberate act. They had taken into account the fact that Mr Alder had been required to plant a replacement Pine tree at a stated cost of £1,200.

3. LGA HIGHLIGHTING POLITICAL LEADERSHIP - MAY 2021 (Pages 15 - 36)

Please see attached.

4. EFDC - BUSINESS MATTERS APRIL 2021 (Pages 37 - 54)

Please see attached.

5. AREA PLANS SOUTH 19 MAY - CANCELLED

Members are advised that the Chairman has given her permission to cancel the next Area Plans South meeting on 19 May.

(Further information: V Messenger x 4243)

6. DEMAND RESPONSIVE TRANSPORT

The contact number for Demand Responsive Transport (DART) is 01992 579566.

7. CHAIRMAN'S DIARY

None this week

LICENSING ACT 2003

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

Applicant name: Mr Erdal Aslan

Address of Premises: Broadway International, 47-49 The Broadway, Loughton, IG10 3SP

Brief details of the nature of the application:

The application is for a new Premises Licence for a grocery store/off-licence. The applicant is applying for the following licensable activities:

Sale of Alcohol (off-sales only)

Monday to Sunday 07:00 to 23:00

Hours Premises will be open to the public

Monday to Sunday 07:00 to 23:00

Consultation Period From: 29th April 2021 to 26th May 2021

Officer in charge: Mrs Denise Bastick

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

Manager
Licensing Compliance Officer
Licensing Compliance Officer
Licensing Compliance Officer
Licensing Compliance Officer
Licensing Compliance Officer

Kim Tuckey 01992 564034
Debbie Houghton 01992 564336
Handan Ibrahim 01992 564153
Denise Bastick 01992 564334
Hannah Gould 01992 564721
Peter Jones 01992 564166

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

Applicant name: John Ritchie

Address of Premises: Pitch 1 North Weald Market North Weald Airfield Merlin Way
North Weald Bassett Epping Essex CM16 6HR

Brief details of the natures of the application:

New application for The Sale by Retail of Alcohol,
Every Saturday and Bank Holiday Monday that the market is open
08.00 – 16.00 **OFF Sales only**

Consultation Period From: 1st May 2021 – 28th May 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

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: Meltem Tunc

Address of Premises: Gourmet Sheesh, 155 Manor Road, Chigwell, IG7 5QA

Brief details of the natures of the application:

Recorded Music (indoors and outdoors) Monday to Sunday 11:00 – 00:00

Late Night Refreshment (indoors and outdoors) Monday to Sunday 23:00 – 00:00

Sale of Alcohol (on and off the premises) Monday to Sunday 12:00 – 23:00

Consultation Period From: 05/05/2021 To: 01/06/2021

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

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

Applicant name: SAS Pizza Ltd

Address of Premises: 20-22 Darby Drive Waltham Abbey EN9 1EQ

Brief details of the natures of the application:

New application for The Sale by Retail of Alcohol, Monday – Sunday 12.00 - 22.00pm,

Off Sales only with a delivery

Opening Times Monday to Sunday 11.00 – 22.00pm

Consultation Period From: 6th May 2021 – 2nd June 2021

Officer in charge: Hannah Gould

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
Hannah Gould

PLANNING

1. Appeals Lodged

None this week

2. Forthcoming Planning Inquiries/Hearings -

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

EPF/2790/20 –Land North of Heathlands Willingale Road Ongar CM5 0QH - Change of use of land for the creation of 9 Gypsy/Traveller pitches comprising the siting of 1 mobile home, 1 touring caravan, and the erection of 1 utility building per pitch – Mo Rahman ext. 4415 – Public Inquiry - Date to be arranged

EPF/2606/20 – Orchard Leigh House Nursery Road Nazeing EN9 2JF - Application for a Lawful Development Certificate for existing use of a residential dwelling without compliance with agricultural tie – Public Inquiry - Date to be arranged (Linked with EPF/2607/20)

EPF/2607/20 – Messengers Nursery Nursery Road Nazeing EN9 2JF - Application for a Lawful Development Certificate for Existing use of site for storage or Distribution – Public Inquiry – Date to be arranged (linked with EPF/2606/20)

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

3. Enforcement Appeals

None this week

4. Appeal Decisions

EPF/2358/20 – Esgors High Road Thornwood Epping CM16 6LY - Proposed detached commercial building and additional hardstanding area to accommodate 20 car parking spaces – Dismissed

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.