
COUNCIL

BULLETIN

Issue Number 38/2018
Friday, 21 September 2018

Epping Forest District Council
www.eppingforestdc.gov.uk

Compiled, designed and produced by
The Directorate of Governance - Democratic Services

Assistant Director – Governance - Simon Hill
Telephone: 01992 564000



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	Hemnal Street Offices.
TBN	To be noted		
TBC	To be confirmed		Meeting being filmed for subsequent viewing

Other venues are shown in full.

Week One: 24 September 2018 – 30 September 2018

Monday 24 September	6.00pm 7.00pm	Communities Select Committee Audit and Governance Committee		CR1 CC
Tuesday 25 September	6.30pm 7.30pm	Chairman's Briefing – Council Council		CR1 CC
Wednesday 26 September	9.30am 5.30pm 6.30pm 7.30pm	Senior Management Selection Panel Epping Forest Local Highways Panel Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South		CR2 CR2 CR1 CC
Thursday 27 September				
Friday 28 September				
Saturday 29 September				
Sunday 30 September				

Week Two: 1 October 2018 – 7 October 2018

Monday 1 October	6.00pm	Member Training - Safeguarding		CR1
Tuesday 2 October	10.00am	Licensing Sub-Committee		CC
Wednesday 3 October	7.30pm	District Development Management Committee		CC
Thursday 4 October	1.30pm 3.15pm	Member Training – Code of Conduct (Repeat) Member Training – Data Protection (Repeat)		CC CC
Friday 5 October				
Saturday 6 October				
Sunday 7 October				

Week Three: 8 October 2018 – 14 October 2018

Monday 8 October	6.00pm	Member Training - Speed Reading on Electronic Devices		CR1
Tuesday 9 October	7.00pm	Epping Forest Youth Council		CC
Wednesday 10 October	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee East Area Planning Sub-Committee East		CR1 CC
Thursday 11 October				
Friday 12 October				
Saturday 13 October				
Sunday 14 October				

Week Four: 15 October 2018 – 21 October 2018

Monday 15 October	7.00pm	Joint Consultative Committee		CR1
Tuesday 16 October	7.30pm	Resources Select Committee		CR1
Wednesday 17 October	2.30pm 6.30pm 7.30pm	Licensing Committee Briefing – Area Plans Sub-Committee West Area Planning Sub-Committee West		CC CR1 CC
Thursday 18 October	7.00pm	Cabinet		CC
Friday 19 October				
Saturday 20 October				
Sunday 21 October				

PART B - GENERAL INFORMATION

1. EPPING FOREST DISTRICT CITIZENS ADVICE - AGM NOTICE (Pages 11 - 12)

Please see attached.

2. ECC TRANSPORT MEETINGS OCTOBER 2018 (Pages 13 - 16)

Please see attached.

3. DISTRICT LINES (Pages 17 - 26)

Please see attached.

4. ITRENT ESS DROP IN SESSION - 25 SEPTEMBER 2018 5.45PM - 7.15PM

An Itrent ESS drop in session will be held on the 25 September, in Committee Room 1 between 6.45 pm and 7.15 pm. The People Team will be demonstrating how to access the system, how to access payslips and P60's and how to automate the system.

One-to-one, bookable sessions will also be available between 5.45 pm and 6.30 pm in the People Team office.

If you wish to book a one-to-one session please contact Angela McKeon on 01992 564290.

(Further information: Angela McKeon ext 4290)

5. CIVIC AWARDS 2019 (Pages 27 - 30)

Please see attached.

6. CHAIRMAN'S DIARY (Pages 31 - 32)

Please see attached.

LICENSING ACT 2003

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: Steven Schaffer
Petiscos Ltd

Address of Premises: 75 Queens Road,
Buckhurst Hill
Essex IG9 5BW

Brief details of the natures of the application:

New premises licence application:

Sale of Alcohol	Monday to Sunday	12:00 – 23:30
Recorded Music	Monday to Sunday	12:00 – 00:00
Late Night Refreshment	Monday to Sunday	23:00 – 00:00
Opening Hours	Monday to Sunday	12:00 – 00:00

Consultation Period From: 13th September 2018 **To:** 10th October 2018

Officer in charge: Joanne Owen Ext: 4299

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

Licensing Manager Kim Tuckey 01992 564034

GOVERNANCE DIRECTORATE - PLANNING

1. Appeals Lodged

EPF/0124/18 – Patience Cottage, Belchers Lane Nazeing Essex EN9 2SA - Demolition of two residential single storey buildings and their replacement with 2 no. two storey dwellings –Jill Shingler ext. 4106 – Written reps

EPF/0477/18 – 61 North Street Nazeing EN9 2NH - Erection of detached bungalow – James Rogers ext. 4371 – Written reps

EPF/2097/17 – Land adj to Cobmead Honey Lane Waltham Abbey Essex EN9 2BA - Residential development of 6 no. detached dwellings and associated infrastructure – James Rogers ext. 4371 – Written reps

2. Forthcoming Planning Inquiries/Hearings -

None this week

3. Enforcement Appeals

None this week

4. Appeal Decisions

EPF/0200/18 – 1 Stradbroke Drive Chigwell Essex IG7 5QU - Erection of a 5 bedroom detached two storey dwelling with two rear dormer windows at roof level. (Same proposal as previously refused application EPF/1123/17) – Dismissed

EPF/1064/17 – Braeside Junior School 82 Palmerston Road Buckhurst Hill Essex IG9 5LG - New three-storey classroom building and link element with associated alterations, parking and boundary treatments – Dismissed

EPF/1214/17- Land adjoining Marford, Tylers Road ,Roydon Essex CM19 5LJ - Demolition of existing outbuilding and the construction of a two storey detached dwelling – Dismissed

5. Tree Preservation Orders

None this week

6. S106 Agreements

None this week

7. Changes to Planning Systems

None this week

PROPOSED PLANNING ENFORCEMENT ACTION

None this week

It is important to note, that when enforcement action has been authorised, this includes any subsequent action under Part VII of the Town and Country Planning Act 1990, including a prosecution or an injunction.

Principal Planning Enforcement Officer	Jerry Godden	01992 564498
Senior Enforcement Officer	Clare Munday	01992 564114
Planning Enforcement Officers	Sharon Hart	01992 564113
	Jim Gordon	01992 564530
	Zara Seelig	01992 564379
	Mick Mooney	01992 564713
Compliance Officer	Shannon Murphy	01992 564217

PART C - 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.

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Epping Forest District Citizens Advice

The Trustee Board
cordially invites you to

The Annual General Meeting

to be held on

Wednesday 17 October 2018 - 11.00 am

**Theydon Bois Village Hall
Coppice Row
Theydon Bois, Epping
Essex CM16 7ER**

*Welcome Tea/Coffee 10.30 am
Buffet Lunch*

**RSVP: email: admin@efcab.cabnet.org.uk
or telephone: 01992 561494 (admin line)**

Service funded by Epping Forest District Council and Epping, Loughton and Waltham Abbey Town Councils

Authorised and regulated by the Financial Conduct Authority FRN :617601
Charity registration number 1118465
Company registration number 5852220
Reg Office: Loughton Library, Traps Hill, Loughton, IG10 1HD



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Agenda Item 2

October 2018 Transport Meetings

District	Date	Time	Venue
Chelmsford/Basildon	2 Oct	10-12	St Cedd's Hall Chapter House & Cathedral Centre Cathedral Walk Chelmsford CM1 1NX
Uttlesford	4 Oct	10-12	The Committee Room, Saffron Walden Town Hall Market Place Saffron Walden CB10 1HL
Braintree	8 Oct	10-12	The Council Chamber Braintree Town Hall Market Square Braintree CM7 3YG
Castle Point/Rochford/Rayleigh	12 Oct	10-12	Rayleigh Town Council The Pavilion King George V Playing Field Bull Lane Rayleigh SS6 8JD
Brentwood	10 October	10-12	SAR3 (The Wedding Room) 1-2 Seven Arches Road Brentwood CM14 4JG
Colchester	15 October	10- 12	The Jury Room Colchester Town Hall High Street Colchester CO1 1PJ
Maldon	17 October	10-12	Council Chamber Maldon District Council Offices Council Offices, Princes Road Maldon CM9 5DL
Epping Forest & Harlow	18 October	10-12	Epping Town Council, Epping Hall St John's Road, Epping CM16 5JU
Tendring	30 October	10-12	Essex Hall Clacton Town Hall Station Rd Clacton-on-Sea CO15 1SE

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Agenda October 2018 Transport Meetings

1. Welcome and Introductions
2. Any matters arising from previous meeting
3. Tender update
4. Bus service update:
 - Operator update
 - Contracted services update
5. Local Issues and questions raised before meeting
6. Date of next meeting

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EPPING FOREST DISTRICT COUNCIL

CIVIC AWARDS

2019

CITIZEN
OF THE YEAR

TEAM
OF THE YEAR

Epping Forest District Council's Citizen of the Year Award recognises people in the community who make positive changes in our district

Know an individual over 18 or a team who make a real difference? Nominate them for a Citizen of the Year or Team of the Year Award

Pick up a nomination form from any EFDC building or make the application online

www.eppingforestdc.gov.uk/citizenoftheyear



Epping Forest
District Council

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www.eppingforestdc.gov.uk

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You can either bring your completed nomination form into the civic offices or post it to us freepost

Freepost RTKB-ASZR-SHUT
Epping Forest District Council
Public Relations
Civic Offices
323 High Street
Epping
Essex CM16 4BZ



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Know a young person aged between 11 – 18 and feel they deserve recognition? Nominate them for the Young Citizen of the Year Award

Pick up a nomination form from any EFDC building or make the application online

www.eppingforestdc.gov.uk/youngcitizen

Please contact Di Gilson Butler
01992 564365
dbutler@eppingforestdc.gov.uk



CIVIC AWARDS

2019

CITIZEN
OF THE YEAR

TEAM
OF THE YEAR



Nomination

Epping Forest District Council's Citizen of the Year Award recognises people in the community who make positive changes in our district.

Know an individual over 18 or a team who make a real difference? Nominate them for **Citizen of the Year** or **Team of the Year** Award.

To make an application online please visit

www.eppingforestdc.gov.uk/citizenoftheyear

To make an application via post please fill in the form below

Your Nominee

CITIZEN
OF THE YEAR

TEAM
OF THE YEAR

Name

Address

Phone

Email

Your Details

Name

Address

Phone

Email

Secunder Details

Name

Address

Phone

Email

Why are you nominating them?

How have they made a difference?

Please add a separate sheet if needed

Have you informed them of this nomination?

Yes

No

More info

For more info please contact Pat Seager

01992 564427

pseager@eppingforestdc.gov.uk

Applications close Friday 23 November 2018

Agenda Item 6

Chairman's Events October/November

Date	Event	Venue	Attending
Saturday 29 September	Singing in the Wilderness	St John's C of E School, Buckhurst Hill	Chairman of Council
Sunday 7 October	Silver Sunday Tea Dance	Queens Court Nursing Home, Buckhurst Hill	Chairman of Council
Sunday 14 October	High Sheriffs Justice Service	Chelmsford Cathedral	Chairman of Council
Saturday 10 November	Remembrance Tribute WW1 Dance Production	Epping Forest District Museum	Chairman of Council
Sunday 11 November	Remembrance Sunday		

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