
COUNCIL

BULLETIN

Issue Number 06/2019
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Compiled, designed and produced by
Customer Services Directorate - Governance

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Epping Forest District Council
www.eppingforestdc.gov.uk



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	HH	Homefield House
TBC	To be confirmed		

Other venues are shown in full.

Week One: 18 February 2019 – 24 February 2019

Monday 18 February	6.00pm	Member Training - Safeguarding		CR1
Tuesday 19 February				
Wednesday 20 February	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South		CR1 CC
Thursday 21 February	7.30pm	Council		CC
Friday 22 February				
Saturday 23 February				
Sunday 24 February				

Week Two: 25 February 2019 – 3 March 2019

Monday 25 February				
Tuesday 26 February	7.30pm	Overview and Scrutiny Committee		CC
Wednesday 27 February	7.00pm	Overview & Scrutiny Select Committee Framework Task & Finish Panel		CC
Thursday 28 February				
Friday 1 March				
Saturday 2 March				
Sunday 3 March				

Week Three: 4 March 2019 – 10 March 2019

Monday 4 March	7.00pm	Joint Meeting of Development Management Chairmen & Vice-Chairmen		CC
Tuesday 5 March	10.00am 7.00pm	Licensing Sub-Committee Joint Meeting of Overview & Scrutiny Chairmen & Vice-Chairmen		CC CR1
	7.00pm	Youth Council		CC
Wednesday 6 March	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee East Area Planning Sub-Committee East		CR1 CC
Thursday 7 March	7.00pm	Cabinet		CC
Friday 8 March				
Saturday 9 March				
Sunday 10 March				

Week Four: 11 March 2019 – 17 March 2019

Monday 11 March	7.30pm	Local Councils' Liaison Committee		CC
Tuesday 12 March		Communities Select Committee - Cancelled		
Wednesday 13 March	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee West Area Planning Sub-Committee West		CR1 CC
Thursday 14 March				
Friday 15 March				
Saturday 16 March				
Sunday 17 March				

PART B - GENERAL INFORMATION

1. COMMUNITIES SELECT COMMITTEE - 12 MARCH 2019

The Chairman has kindly agreed to cancel this meeting due to the lack of business.

(Further information: Jackie Leither ext 4756)

2. MEMBERS PROCESSING CALENDAR 19/20

Quarter ending	Last Submission Date (to Dem Serv)	Pay date
1 st quarter Ending 30.6.19	31 May 19	28 Jun 19
2 nd quarter ending 30.9.19	30 Aug 19	30 Sept 19
3 rd quarter ending 31.12.19	30 Nov 19	31 Dec 19
4 th quarter ending 31.3.20	28 Feb 20	31 Mar 20

(Further information: Jane Howell ext 4417)

3. REVIEW OF POLLING DISTRICTS AND POLLING PLACES (Pages 13 - 14)

The Council is required by Section 18C of the Representation of the People Act 1983 (as amended by Section 17 of the Electoral Registration and Administration Act 2013), to undertake a review of the parliamentary polling districts and polling places within the district by 31 January 2020. The review is to commence on 18 February 2019.

A polling district is a geographical area created by the sub-division of a UK Parliamentary constituency for the purposes of a UK Parliamentary election. Each parish is a separate polling district unless there are special circumstances (e.g. a small number of electors). A polling place is an area or building in which polling stations will be selected by the (Acting) Returning Officer. Polling stations should be within easy reach of all electors from across the polling district.

Formal notice of the review is attached. Members are invited to make representations during the consultation period, which will close on 1 April 2019, including reasons for any alternative proposal suggested. The review is not a review of electoral areas, only the polling districts and the polling stations within each area. Details of the existing polling districts and polling places can be obtained, on request, from democraticservices@eppingforestdc.gov.uk.

At the end of the consultation period, a report will be submitted to the appropriate select committee to enable consideration to be given to the representations made,

with a view to recommendations being made in respect of future polling districts and polling places. The Council will make a final decision on this matter at its meeting on 30 July 2019.

(Further information: Steve Tautz ext 4180)

4. CHAIRMAN'S DIARY (Pages 15 - 16)

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: North Weald Flying Services Ltd Address of Premises: The Squadron, North Weald Airfield, Merlin Way, North Weald, Epping, Essex, CM16 6AA

Brief details of the natures of the application:

The Provision of Films

11.00 – 23.00 Monday to Thursday 11.00 – 00.00 Friday and Saturday and 12.00 – 22.30 Sunday

The Provision of Live Music

11.00 – 23.00 Monday to Thursday 11.00 – 00.00 Friday to Saturday and 12.00 – 22.30 Sunday

The Provision of Recorded Music

Monday to Thursday 11.00 – 23.00 11.00 – 00.00 Friday to Saturday and 12.00 – 22.30 Sunday

Late Night Refreshment

Friday to Saturday 23.00 – 00.00

The Sale by Retail of Alcohol

Monday to Thursday 11.00 – 23.00 Friday to Saturday 11.00 – 00.00 and Sunday 12.00 – 22.30

Opening Times

Monday to Thursday 07.00 – 23.30 Friday to Saturday 07.00 – 00.30 and Sunday 07.00 23.00

Consultation Period From: 11TH February 2019 to 10th March 2019

Officer in charge: Debbie Houghton

Manager
Licensing Officer

Kim Tuckey 01992 564034
Debbie Houghton 01992 564336

PLANNING

1. Appeals Lodged

EPF/0282/19 – 12 Station Road Epping Essex CM16 4HN - Demolition of existing dwelling, erection of a detached building comprising 9 self contained apartments incorporating revisions to vehicular access, associated car parking and on-site amenities – Corey Isolda ext. 1380 – Written reps - Refusal

EPF/0893/18 – 66a Bower Hill Epping Essex CM16 7AW - Erection of detached dwelling – Steve Andrews ext. 4337 – Written reps – non determination

EPF/1847/18 – 55 High Street Epping Essex CM16 4BA - Redevelopment of existing shop (including new shopfront) with flat above, involving alteration and refurbishment of existing building plus new two storey building to the rear containing two flats – Corey Isola ext. 4380 – Written reps - Refusal

2. Forthcoming Planning Inquiries/Hearings -

25th – 28th February 2019 - EPF/2499/17 – 13 -15A Alderton Hill Loughton Essex IG10 3JD - Demolition of houses at 13, 15 and 15a, Alderton Hill, and the erection of linked blocks of elderly persons apartments, with integrated care facilities (Use Class C2) with supporting amenity facilities, landscaping, 64 car spaces in undercroft parking at the rear and south side of the block, and associated ground works
** This venue for the first day of this appeal, will be at Epping Hall, Epping Town Council, St John's Road. Epping ** The follow days will be at EFDC **

14th March 2019 – 12a Alderton Close Loughton Essex IG10 3HQ - Residential redevelopment to provide 4 x 3 bed houses – Ian Ansell ext. 4481

3. Enforcement Appeals

None this week

4. Appeal Decisions

None this week

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
	Shannon Murphy	01992 564217
Compliance Officer		

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.



Epping Forest District Council

REVIEW OF POLLING DISTRICTS AND POLLING PLACES

Notice is hereby given that Epping Forest District Council (“the Council”) in pursuance of the powers conferred upon it by Section 18C of the Representation of the People Act 1983 (as amended by Section 17 of the Electoral Registration and Administration Act 2013), is undertaking a review of the parliamentary polling districts and polling places within the Epping Forest District to commence on 18 February 2019.

The purpose of the review is to seek to ensure that:

- (a) all electors in the District have such reasonable facilities for voting as are practicable in the circumstances; and
- (b) so far as is reasonable and practicable, the polling places are accessible to all electors, including those who are disabled.

Between 18 February and 1 April 2019 (the consultation period) electors from within the Epping Forest District may make representations. Such representations may be made:

- by email to democraticservices@eppingforestdc.gov.uk; or
- by post to Polling District/Place Review, Democratic Services, Epping Forest District Council, Civic Offices, High Street, Epping, Essex CM16 4BZ

The Council would welcome representations from any person or body with expertise in relation to access for persons with any type of disability.

Any person or body making representations should, if possible, give alternative places that may be used as polling places if that is what their comments concern.

The (Acting) Returning Officers for the Epping Forest Parliamentary Constituency, the Brentwood and Ongar Parliamentary Constituency and the Harlow Parliamentary Constituency will make representations as part of the review. These will be available during the week commencing 18 March 2019 in the locations set out below.

Details of the existing polling districts and polling places and the (Acting) Returning Officers’ representations (once they are published), are available on the Council’s website:

www.eppingforestdc.gov.uk

Alternatively, paper copies of these documents can be inspected at:

Civic Offices, High Street, Epping
The Library, Sun Street, Waltham Abbey

The Library, High Street, Ongar
The Library, Queens Road, Buckhurst Hill
The Library, Traps Hill, Loughton

Final proposals will be considered by the Council on 30 July 2019. These revised arrangements, if approved, will come into effect when the revised version of the Electoral Register is published on 1 December 2019.

Derek Macnab
Acting Chief Executive
Epping Forest District Council
18 February 2019

Agenda Item 4

Date	Event	Venue	Attending
Saturday 23 February	Rochford District Council Civic Service	Holy Trinity Church, Rayleigh	Chairman of Council
Sunday 24 February	Waltham Forest Chinese New Year Celebration	Peking Chef, Walthamstow	Chairman of Council
Thursday 28 February	Queen's Awards for Voluntary service	The Foyer, County Hall, Chelmsford	Chairman of Council
Sunday 3 March	Essex County Council Civic Service	Chelmsford Cathedral	Chairman of Council
Sunday 3 March	Jack Petchey's Glee Club Grand Final	The London Palladium	Chairman of Council
Wednesday 6 March	High Sheriff's Awards	Hylands House, Chelmsford	Chairman of Council
Thursday 7 March	Snapping the Stiletto Auction	Epping Forest Museum	Chairman of Council
Friday 8 March	Grand Aid Celebration	Civic Offices, Epping	Chairman and Vice Chairman of Council
Friday 8 March	Rochford District Council Civic Dinner	The Lawn, Rochford	Chairman of Council
Friday 15 March	Epping Forest Civic Awards	Waltham Abbey Marriott Hotel	Chairman of Council
Friday 22 March	Chair's Charity Civic Dinner	Harlow Rugby Club	Chairman of Council
Tuesday 25 & 26 March	MOTIV8	Epping Forest College	Chairman of Council
Friday 29 March	Southend on Sea Civic lunch	Porters, Southend	Chairman of Council
Saturday 30 March	Essex Army Cadets Presentation	Merville Barracks, Colchester	Chairman of Council
Saturday 30 March	Great Dunmow Town Council Jazz Night	Foakes Hall, Dunmow	Chairman of Council
Monday 8 April	Declaration Ceremony of the new High Sheriff	Country Hall, Chelmsford	Chairman of Council
Wednesday 24 April	Jack Petchey 'Speak Out' Challenge	Roding Valley High School	Chairman of Council
Sunday 28 April	National Scout Service & Parade	Windsor Castle	Chairman of Council

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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:	

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