

---

# **COUNCIL**

# **BULLETIN**

---

**Issue Number 15/2019**  
**Friday, 19 April 2019**



---

Compiled, designed and produced by  
Customer Services Directorate - Governance

Contact: Kim Partridge  
Telephone: 01992 564443

---

*Epping Forest District Council*  
[www.eppingforestdc.gov.uk](http://www.eppingforestdc.gov.uk)



---

## PART A - FORWARD DIARY

---

**Key to abbreviations:**

---

|            |                  |                |                                 |
|------------|------------------|----------------|---------------------------------|
| <b>CC</b>  | Council Chamber  | <b>Cab Off</b> | Cabinet Office                  |
| <b>CR1</b> | Committee Room 1 | <b>CONF</b>    | Conference Room<br>(1st floor)  |
| <b>CR2</b> | Committee Room 2 | <b>CH OFF</b>  | Chairman of Council's<br>Office |
| <b>MR</b>  | Members' Room    | <b>TR RM</b>   | Training Room                   |
| <b>TBD</b> | To be decided    | <b>HEM</b>     | Hemnall Street<br>Offices.      |
| <b>TBN</b> | To be noted      | <b>HH</b>      | Homefield House                 |
| <b>TBC</b> | To be confirmed  | <b>ESC</b>     | Epping Sports Centre            |

---

Other venues are shown in full.

---

**Week One: 29 April 2019 – 5 May 2019**

---

|                     |  |           |  |  |
|---------------------|--|-----------|--|--|
| Monday<br>29 April  |  |           |  |  |
| Tuesday<br>30 April |  |           |  |  |
| Wednesday<br>1 May  |  |           |  |  |
| Thursday<br>2 May   |  | Elections |  |  |
| Friday<br>3 May     |  |           |  |  |
| Saturday<br>4 May   |  |           |  |  |
| Sunday<br>5 May     |  |           |  |  |

---

**Week Two: 6 May 2019 – 12 May 2019**

---

|                    |                                       |   |  |                          |
|--------------------|---------------------------------------|---|--|--------------------------|
| Monday<br>6 May    |                                       |   |  |                          |
| Tuesday<br>7 May   |                                       |   |  |                          |
| Wednesday<br>8 May | 5.00pm<br>6.30pm<br>7.30pm            | New and Re-elected Member Welcome and Induction<br>Briefing – Area Plans Sub-Committee East<br>Area Planning Sub-Committee East                 |  | CR1<br>CR1<br>CC         |
| Thursday<br>9 May  | 7.00pm                                | Appointments Panel  |  | CR1                      |
| Friday<br>10 May   | 9.30am<br>11.15am<br>1.30pm<br>3.00pm | Member Training – How the Council Works<br>Member Training – Code of Conduct<br>Member Training – Data Protection<br>Member Training - Planning |  | CR1<br>CR1<br>CR1<br>CR1 |
| Saturday<br>11 May |                                       |   |  |                          |
| Sunday<br>12 May   |                                       |   |  |                          |

---

**Week Three: 13 May 2019 – 19 May 2019**

---

|                     |                  |  |  |           |
|---------------------|------------------|--|--|-----------|
| Monday<br>13 May    |                  |  |  |           |
| Tuesday<br>14 May   | 7.00pm           | Epping Forest Youth Council  |  | CC        |
| Wednesday<br>15 May | 6.30pm<br>7.30pm | Briefing – Area Plans Sub-Committee West<br>Area Planning Sub-Committee West |  | CR1<br>CC |
| Thursday<br>16 May  |                  |  |  |           |
| Friday<br>17 May    |                  |  |  |           |
| Saturday<br>18 May  |                  |  |  |           |
| Sunday<br>19 May    |                  |  |  |           |

---

**Week Four: 20 May 2019 – 26 May 2019**

---

|                     |                  |  |  |           |
|---------------------|------------------|--|--|-----------|
| Monday<br>20 May    | 7.30pm           | Council  |  | CC        |
| Tuesday<br>21 May   |                  |  |  |           |
| Wednesday<br>22 May | 6.30pm<br>7.30pm | Briefing – Area Plans Sub-Committee South<br>Area Planning Sub-Committee South |  | CR1<br>CC |
| Thursday<br>23 May  |                  |  |  |           |
| Friday<br>24 May    |                  |  |  |           |
| Saturday<br>25 May  |                  |  |  |           |
| Sunday<br>26 May    |                  |  |  |           |

---

## 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

---

## **PART C - GENERAL INFORMATION**

---

### **1. ANNUAL COUNCIL MEETING**

As a result of the unforeseen requirement for preparations to be made for the holding of European Parliamentary elections on 23 May 2019, it is necessary to bring forward the annual Council meeting that was scheduled to be held on that date. Whilst it may not prove necessary for European Parliamentary elections to actually take place, the Chairman of the Council considers that it is appropriate to make appropriate contingency arrangements for the annual meeting, which cannot be held any later than 24 May 2019. Please note that, with the agreement of the Chairman of Council, the annual meeting will therefore now be held at 7.30pm on 20 May 2019.

(Further information: Stephen Tautz ext 4180)

### **2. SWITCH DIGITAL INCLUSION PROJECT SURVEYS**

Members are invited to participate in the Switch Digital Inclusion Project survey and we ask for your support in promoting the external survey amongst organisations you are linked with.

We are working with Citizens Online, a digital inclusion charity to; inform our digital strategy and improve digital skills provision throughout the district. Digital skills are becoming increasingly important for ourselves and our residents.

As part of this work we would be conducting some short online surveys that take around 5 minutes to complete. The survey aims to find out views on digital skills internally, amongst stakeholders and local residents. It is not a test, and details about individuals will be confidential.

As an incentive for participation there is an option to be entered into a draw to win a tablet.

- Please can Members complete the survey here;  
<https://www.smartsurvey.co.uk/s/EFStaff/>
- If you have links with any community or voluntary organisations, please can you encourage them to complete the survey here;  
<https://www.smartsurvey.co.uk/s/EFCommunitySector/>

The survey will be live until midnight on Wednesday 1<sup>st</sup> May.

If you have any questions, please contact Louis Walton in the Customer Team  
[lwalton@eppingforestdc.gov.uk](mailto:lwalton@eppingforestdc.gov.uk)

(Further information: Louis Walton ext 2067)

**3. P60S**

Please be advised that P60s are now available to download from the ESS system.

(Further information: Angela McKeon ext 4290)

**4. DISTRICT LINES ISSUE 100 (Pages 13 - 38)**

Please see attached.

**5. CHAIRMAN'S DIARY (Pages 39 - 40)**

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: PXPlus Hospitality Ltd Address of Premises: New House Farm, Sheering Lower Road, Sawbridgeworth, Essex CM21 9LE

Brief details of the natures of the application:

4 day Food, drink and Music event Saturday 17<sup>th</sup> August – Tuesday 20<sup>th</sup> August 2019

The Provision of Live Music

Saturday Sunday and Monday 12.00 – 23.00pm

The Provision of Recorded Music

Saturday Sunday 10.00 – 01.00am Monday 10.00 – 23.00pm

Late Night Refreshment

Saturday 10.00 – 02.00 Sunday 11.00 – 02.00 Monday 10.00 – 02.00

The Sale by Retail of Alcohol ON Sales only

Saturday 10.00 – 01.30 Sunday 10.00 – 01.30 Monday 10.00 – 02.00

The opening hours of the event are Saturday and Sunday 10.00 – 02.00 Monday 10.00 – 02.00 (Tuesday)

Consultation Period From: 16<sup>th</sup> April 2019 – 13<sup>th</sup> May 2019

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/2891/18 – 142 Buckhurst Way Buckhurst Hill Essex IG9 6HP - Demolition of a bungalow and construction of a two-storey block of x five flats with rooms in the roof -Written reps – Ian Ansell ext. 4481

EPF/2958/18 – 7 Chester Path Loughton Essex IG10 2LN - Retrospective change of use from two storey side extension into separate residential accommodation – Written reps – Sukhdeep Jhooti ext. 4298

## 2. Forthcoming Planning Inquiries/Hearings -

None this week

## 3. Enforcement Appeals

None this week

## 4. Appeal Decisions

EPF/0712/18 – Cornerways The Green Theydon Bois CM16 7JH - Replacement of existing dwelling house with new single family dwelling house and new pavement crossover – Dismissed

EPF/1012/17 – 12a Alderton Close Loughton Essex IG10 3HQ - Residential redevelopment to provide 4 x 3 bed houses –Dismissed

EPF/1523/18 – 31 Chester Road Chigwell Essex IG7 6AH – Two storey rear extension – Part allowed with conditions

EPF/2747/18 – 158 Honey Lane Waltham Abbey Essex EN9 3BE - First floor extension to side of property with a roof terrace on top of the existing ground floor extension – Dismissed

EPF/2935/18 – 37 Forest Edge Buckhurst Hill Essex IG9 5AE - Hip to gable and rear dormer with Juliet balcony loft conversion – Dismissed

## 5. Tree Preservation Orders

None this week

## 6. S106 Agreements

None this week

## 7. Changes to Planning Systems

None this week

## 8. Adjacent Local Authority Decision

Hertfordshire County Council application no. 7/0135-19 Site reference CC0809 – Application

for proposed new access and bridge between the A1170 Dinant roundabout and Essex Road into the Hoddesdon Business Park – **Planning permission Granted with conditions.**

---

## 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.