
COUNCIL

BULLETIN

Issue Number 18/2019
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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	Hemnall Street Offices.
TBN	To be noted	HH	Homefield House
TBC	To be confirmed	ESC	Epping Sports Centre

Other venues are shown in full.

Week One: 13 May 2019 – 19 May 2019

Monday 13 May			
Tuesday 14 May	7.00pm	Epping Forest Youth Council	CC
Wednesday 15 May	6.30pm 7.30pm 7.00pm	Briefing – Area Plans Sub-Committee West Area Planning Sub-Committee West Leisure Management Partnership Board	CR1 CC HH
Thursday 16 May	6.00pm	Licensing Sub-Committee	CC
Friday 17 May			
Saturday 18 May			
Sunday 19 May			

Week Two: 20 May 2019 – 26 May 2019

Monday 20 May	7.30pm	Council	CC
Tuesday 21 May			
Wednesday 22 May			
Thursday 23 May		European Parliament Elections	
Friday 24 May			
Saturday 25 May			
Sunday 26 May			

Week Three: 27 May 2019 – 1 Jun 2019

Monday 27 May		Bank Holiday	
Tuesday 28 May			
Wednesday 29 May	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South	CR1 CC
Thursday 30 May			
Friday 31 May			
Saturday 1 June			
Sunday 2 Jun			

Week Four: 3 June 2019 – 9 June 2019

Monday 3 June	10.00am	Member Training - Chairmanship of Area Plans Sub-Committee	CR1
Tuesday 4 June	10.00am 7.30pm	Licensing Sub-Committee Overview and Scrutiny Committee	CC CC
Wednesday 5 June	7.30pm	District Development Management Committee	CC
Thursday 6 June	9.00am	Member Training - Licensing	CC
Friday 7 June			
Saturday 8 June			
Sunday 9 June			

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. EUROPEAN PARLIAMENTARY ELECTION - 23 MAY 2019

The Returning Officer is currently finalising preparations for the European Parliamentary Election to be held on 23 May 2019. Members are asked to note that part of the underground car park at the Civic Offices will be unavailable from 22 to 24 May 2019 inclusive, to allow Presiding Officers to access the election store to collect and return polling screens and other equipment. This area includes the three parking spaces within the underground car park that are nominally available (although not reserved) for the Chairman of the Council and the Leader of the Council.

Access to the area of the car park to the front of Homefield House will also be limited over the period from 21 to 22 May 2019. Normal use of the underground car park will resume with effect from 28 May 2019.

(Further information: Stephen Tautz ext 4180)

2. PIGEON HOLES

Please be advised that I have updated the pigeon holes to include the newly elected Councillors.

Please check the names on pigeon holes as some have moved.

(Further information: Kim Partridge ext 4443)

3. WASTE COLLECTIONS RESCHEDULE

Biffa in conjunction with council officers are planning for a small collection reschedule to take place which will involve a day change that will take place week commencing 3rd June. The total number of properties that are affected is approximately 2400 properties out of 57,000 properties across the district. We will give councillors whose wards are affected the property/road details closer to the time.

(Further information: David Marsh ext 4889)

4. PROSECUTION OF MARK SMITHSON FAILURE TO RESPOND TO NOTICES

Mr Mark Smithson is the owner of Burrs Farm Foster Street Harlow Essex but which is within the Epping Forest district. Separate investigations are being carried out by the Council's Planning Enforcement and Land Drainage officers in respect of the land.

On 24th July 2018 a Planning Contravention Notice was served on Mr Smithson requiring him to provide details of the various activities taking place on land and in buildings on his land.

On the 16th August 2018 a Notice was served on him requiring him to provide details of the land ownership in connection with works that had taken place next to a watercourse on his land.

Mr Smithson failed to respond to those Notices in spite of being given reminders and prosecution proceedings were therefore commenced against him. Mr Smithson failed to attend at two hearings in Chelmsford Magistrates Court and on the second occasion on 2nd May 2019 the Magistrates agreed to deal with the matter in his absence.

Mr Smithson was fined £750 and ordered to pay costs of £297.50 for the Planning Offence (maximum fine possible was £1,000.00). For the Land Drainage offence he was fined £2,000 and ordered to pay costs of £382.50 (maximum fine possible was unlimited)

The Council will continue to require the information to be provided by Mr Smithson

(Further information: Graeme Oakley ext 4012)

5. CONSTITUTION UPDATE

An update to the Constitution was published on 7 May 2019. This includes revisions to the appointment of the Council's Chief Finance Officer and the Electoral Registration Officer and Returning Officer for the Epping Forest District, as agreed by the Council at its meeting on 25 April 2019. The update also includes revisions to Article 10 (District Development Management Committee and Area Plans Sub-Committees) to reflect new arrangements for member site visits, also as agreed by the Council on 25 April 2019.

The latest edition of the Constitution also incorporates the Members' Allowances Scheme for the 2019/20 municipal year, which was agreed by the Council on 20 December 2018. The Constitution is available at:

<https://rds.eppingforestdc.gov.uk/ieListDocuments.aspx?CId=638&MId=10048&Ver=4&Info=1>

(Further information: Stephen Tautz 4180)

6. CHAIRMAN'S DIARY

None this week

LICENSING ACT 2003

None this week

PLANNING

1. Appeals Lodged

EPF/0156/19 – Ivy House, Coopersale Lane, Theydon Bois, Essex CM16 7NT - Removal of artificial turf and retention of footpath and decking (Revised application to EPF/2169/18) – Written reps – Sukhdeep Jhooti ext. 4298

2. Forthcoming Planning Inquiries/Hearings

None this week

3. Enforcement Appeals

None this week

4. Appeal Decisions

EPF/0471/18 – 38 High Beech road Loughton IG10 4BL - To replace 1 existing dwelling (detached) with 2 new dwellings (semi-detached) – Dismissed

EPF/2009/18 – Ricotta Transport, Tylers Cross Nursery Epping Road Roydon EN9 2DH - Retention of two residential caravans used in connection with the existing road haulage business – Dismissed

EPF/2585/18 – 2 Carroll Hill Loughton Essex IG10 1NJ - Replace existing single house with a pair of semi-detached houses – Dismissed

5. Tree Preservation Orders

TPO/EPF/06/18 - 7 Griffins Wood Cottages, High Road, Epping – Confirmed without modification – 1st May 2019.

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

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 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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