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# **COUNCIL**

# ***BULLETIN***

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***Issue Number 03/2020***  
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Compiled, designed and produced by  
Member Services

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



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## PART A - FORWARD DIARY

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### Key to abbreviations:

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

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Other venues are shown in full.

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## Week One: 27 January 2020 – 2 February 2020

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Monday 27 January	6.00pm 7.00pm	Member Training – Risk Management Audit and Governance Committee	CC CC
Tuesday 28 January	6.00pm 7.30pm	Member Briefing - Whipps Cross Hospital Redevelopment Masterplan Overview & Scrutiny Committee	CC CC
Wednesday 29 January	2.00pm 6.00pm 6.30pm 7.30pm	Waste Management Partnership Board Member Briefing - Transport for London Briefing - Area Planning Sub Committee South Area Planning Sub Committee South	CR1 CC CR1 CC
Thursday 30 January		<del>Local Plan Cabinet Committee</del> - Cancelled	
Friday 31 January			
Saturday 1 February			
Sunday 2 February			

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## Week Two: 3 February 2020 – 9 February 2020

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Monday 3 February			
Tuesday 4 February	10.00am 7.00pm	Licensing Sub-Committee Stronger Communities Select Committee	CC CC
Wednesday 5 February	6.30pm 7.30pm	Briefing - Area Planning Sub Committee East Area Planning Sub Committee East	CR1 CC
Thursday 6 February	7.00pm	Cabinet	CC
Friday 7 February			
Saturday 8 February			
Sunday 9 February			

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**Week Three: 10 February 2020 – 16 February 2020**

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Monday 10 February			
Tuesday 11 February	7.00pm 7.00pm	Joint Consultative Committee Epping Forest Youth Council	CR1 CC
Wednesday 12 February	6.30pm 6.30pm 7.30pm	Green Infrastructure Workshop Briefing - Area Planning Sub Committee West Area Planning Sub Committee West	CR2 CR1 CC
Thursday 13 February			
Friday 14 February			
Saturday 15 February			
Sunday 16 February			

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**Week Four: 17 February 2020 – 23 February 2020**

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Monday 17 February			
Tuesday 18 February			
Wednesday 19 February			
Thursday 20 February			
Friday 21 February			
Saturday 22 February			
Sunday 23 February			

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## PART B - ESSENTIAL INFORMATION

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### **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?CIId=638&Info=1>

Queries concerning the Constitution should be addressed to the Democratic Services Manager

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## **PART C - GENERAL INFORMATION**

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### **1. FULL LICENSING COMMITTEE - CHANGE OF DATE**

With the permission of the Chairman the full Licensing Committee scheduled for 1<sup>st</sup> April has been brought forward to Monday 9<sup>th</sup> March 2020. This was so the deadline could be met to forward on a report on Gambling Policy to the 7<sup>th</sup> April Council meeting for agreement. Having a Licensing Committee on 1<sup>st</sup> April would mean we could not meet the agenda deadline for that Council meeting.

As usual the Licensing Committee meeting will start at 2.30pm and be held in the Council Chamber.

(Further information: Adrian Hendry ext. 4246)

### **2. CLIMATE EMERGENCY MOTION - RESPONSE TO QUESTION AT FULL COUNCIL**

At Full Council in December, Councillor S Neville asked the Leader what progress had been made following the adoption of the Climate Emergency Motion on 19 September 2019. This was in relation to the Council publishing an action plan on how they would achieve the target to become carbon neutral by 2030; and how the Council would monitor carbon emissions in the Epping Forest area to achieve the target.

#### **Response:**

Progress has been made in regard to appointment of Portfolio Holders for the Climate Change agenda, with Councillors Nigel Bedford and John Phillip being appointed at the Cabinet meeting on 6 January 2020 and the following actions have been progressed;

- Funding has been secured for a Climate Change Officer post and a draft Job Profile has been drawn up. (NB. The job profile for this role has been developed in conjunction with the profile for the Council's new Sustainable Travel Officer post and it is envisaged that these two posts will work closely together across the climate agenda). As agreed at Stronger Place Select Committee on 9 December, the draft Job Profile will be circulated to members to comment prior to going to advert.
- An initial meeting has been held with the nominated Portfolio Holders and officers;
- Work is underway to collate baseline data from across the Council;
- A recruitment timeline has been agreed; and,
- A strategic action plan has been drafted that will set out the timeline for delivering our objectives. This will include the development of a Climate Change Action Plan to achieve the Council's pledge to do everything within its power to make Epping Forest District Council carbon neutral by 2030

There are additionally several existing projects underway that are relevant to the work of the new post including the development of sustainability guidance to secure high standards in new development, the development of an air quality mitigation

strategy for Epping Forest Special Area of Conservation and the development of a Green Infrastructure Strategy – a draft is due to be reported to Cabinet in March 2020 for wider consultation.

It is envisaged that the Climate Change Officer will be in post by end of April.

### **3. CHAIRMAN OF COUNCIL - SPOOF EMAIL**

Members may have recently received email communication purporting to be from the Chairman of the Council, Councillor Richard Bassett.

The Chairman is aware that his personal Gmail account appears to have been hacked and members that may have received such communication are asked to disregard and delete these messages. Members should seek to be vigilant at all times with regard to the security of their own personal email accounts.

(Further information: Steve Tautz ext 4180)

### **4. CHAIRMAN'S CHARITY EVENT**

It is with regret that Cllr Bassett has decided to cancel the *'Prosecco, Pudding and Cheese Evening'* that was due to take place on Monday 27 January at the Cart Shed Restaurant, Epping.

Arrangements have been made for all cheques to be returned or direct payments refunded.

Cllr Bassett would like to thank everyone who had booked for their support and will try to rearrange another date later in the spring.

### **5. CHAIRMAN'S DIARY (Pages 13 - 14)**

Please see attached.

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## LICENSING ACT 2003

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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: Gray and Sons (Chelmsford) Ltd

Address of Premises: The Cock Tavern, 218 High Street, Ongar, Essex, CM5 9AB

Brief details of the natures of the application:

Late Night Refreshment Sunday to Thursday 23.00 – 00.00, Friday to Saturday 23.00 – 02.30

Recorded Music Sunday to Thursday 10.00 – 00.00 Friday to Saturday 10.00 – 02.30

The Provision of anything of a Similar description to Live Music, Recorded Music, or Performance of Dance, Sunday to Thursday 10.00 – 00.00, Friday to Saturday 10.00 – 02.30

To remove all existing conditions and to be replaced with the revised conditions schedule referred to in Section 16a.

To add News Year's Eve to the non standard timings

All licensable activities in the upstairs area will cease at 00.30 including the function room which is covered under the existing licence.

Consultation Period From: 17th January 2020 – 13th February 2020

Officer in charge: Debbie Houghton

Applicant name: High Ongar Village Store Ltd

Address of Premises: 50 The Street High Ongar Essex CM5 9NE

Brief details of the natures of the application:

New application for the Sale of Alcohol on and off the premises

Monday to Saturday 09.00 – 22.00, Sunday 12.00 – 19.00

Opening Times

Monday to Saturday 09.00 – 22.30, Sunday 12.00 – 19.30



Consultation Period From: 22<sup>nd</sup> January 2020 to 18<sup>th</sup> February 2020

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

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## PLANNING

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### 1. Appeals Lodged

EPF/2261/19 – Brick Cottages 1 Anchor Lane Abbess Roding Ongar CM5 0JP - Application for Removal of Condition 10 "works shall be carried out in accordance with drawings" for EPF/1070/17. (Removal of first floor of existing dwelling & conversion to domestic garage, & erection of a replacement single storey detached dwelling) – Sukhi Dhadwar ext. 4597 – Written reps

### 2. Forthcoming Planning Inquiries/Hearings -

Hearing – 28 January 2020 – EPF/1649/17 - White Rose Curtis Mill Lane Stapleford Abbots Essex RM4 1HS - Material change in use of land to provide for stationing of caravans for residential occupation by Gypsy family with associated hardstanding, fencing/gate, septic tank, gas tank (retrospective) – Sukhdeep Jhooti ext. 4298

Inquiry – 11<sup>th</sup> – 14<sup>th</sup> February 2020 – EPF/1032/18 and LB/EPF/1036/18 - A new residential dwelling along with the demolition of derelict glasshouse structures and alterations to the historic garden wall – Caroline Brown ext. 4182

Hearing – 8<sup>th</sup> and 9<sup>th</sup> July 2020 – EPF/3174/18 – Old Epping Laundry Site Bower Hill Epping CM16 7AD - Demolition of existing buildings and the erection of 58 no. residential units split between four blocks, along with internal landscaping and associated car and cycle parking – Sukhi Dhadwar ext. 4597

### 3. Enforcement Appeals

None this week

### 4. Appeal Decisions

EPF/1288/19 Tylers Green Stores Vicarage Lane North Weald CM16 6ET - Proposed replacement outbuildings used for storage and erection of a 2 metre high fence around the plot – Allowed with Conditions

### 5. Tree Preservation Orders

None this week

### 6. S106 Agreements

None this week

### 7. Changes to Planning Systems

None this week

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## **PORTFOLIO HOLDER DECISIONS**

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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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# Agenda Item 5

## Chairman's Events January/February

<b>Date</b>	<b>Event</b>	<b>Venue</b>	<b>Attending</b>
Friday 24 January	Holocaust Memorial Day Talk	Rochford District Council	Chairman
Saturday 25 January	Brentwood Council Charity Burns Night	Ingatestone Hall	Chairman
Monday 27 January	Holocaust Memorial Day Commemoration	EFD Museum	Chairman/Vice Chairman
Friday 7 February	Grand VIP Opening	Lambwood Heights Care Home, Chigwell	Chairman
Friday 7 February	Essex Wing Air Training Corps Presentation Evening	Anglia Ruskin University, Chelmsford	Chairman
Friday 7 February	Broxbourne Charity Quiz Night	Bishop's College, Broxbourne	Vice Chairman
Wednesday 12 February	Essex & Herts Air Ambulance 'Breaking Ground Ceremony'	North Weald Airfield	Chairman
Wednesday 12 February	Celebrate Harlow Event	Harlow Playhouse	Chairman
Friday 14 February	Uttlesford Civic Dinner	Saffron Walden Town Hall	Chairman
Saturday 22 February	Mad Hatters Tea Party	Great Dunmow Town Council	Chairman
Wednesday 4 March	Time for a Cuppa	Queens Court Nursing Home	Chairman and Vice Chairman

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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*

<b>Decision to be called-in:</b>
<b>Decision reference:</b>
<b>Portfolio:</b>
<b>Description of decision:</b>
<b>Reason for call-in</b>

**Members requesting call-in**  
(3 members of the Overview and Scrutiny Committee or 5 other members)

Members Name:	Signed:
<b>Lead member:</b>	
Office Use Only: Date Received:	

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