



Minutes of the ANNUAL COUNCIL MEETING. Held on 6th May 2021 via zoom

93/21 Election of Chairman

Cllr Piggott was **nominated** by Cllr Battersby seconded by Cllr Vaz. With no other nominations, Cllr Piggott was appointed chairman.

94/21 Declaration of acceptance of office of Chairman

As the meeting was held remotely, the Chairman confirmed acceptance in the presence of the Clerk who countersigned the acceptance later.

95/21 To consider appointment of a Vice-Chairman

The Council noted that they had functioned without a participating vice-chairman throughout the lockdown with no adverse effect and the post was not required. No appointment will be made.

96/21 Those present and apologies for absence

Chairman Cllr Piggott
Councillors Battersby, Bell, Birch, Feetham, Mendoza, Mills, Seffens, Shami, Vaz.

Also present The Locum Clerk, Office Manager, Admin Assistant and three members of the public.

Not present Cllr Cole

Motion. Apologies were offered from Cllr Freeman. Proposed Cllr Feetham but with no seconder the motion failed.

Resolved. Apologies were accepted from Cllr Reynolds. Proposed Cllr Birch seconded Cllr Feetham and carried with four in favour, two against and three abstentions.

97/21 Declaration of Disclosable Pecuniary Interests.

There were no declarations of interest

98/21 Appointment of Committees

Resolved. The Council appoints the members of committees as published at this meeting. Proposed Cllr Birch seconded Cllr Mendoza and carried unanimously.

99/21 To agree the terms of reference for Council and Committees

Resolved. The Council approves revision 1.5 of the terms of reference. Proposed Cllr Seffens seconded Cllr Bell and carried unanimously.

100/21 Appointment of working groups

To consider the membership and terms of reference for task-and-finish working groups.

Resolved. The council appoints the working group membership as published at this meeting Proposed Cllr Piggott seconded Cllr Bell and carried unanimously.

Resolved. The working groups will prepare draft terms of reference to be considered at the next full council meeting. Proposed Cllr Seffens seconded Cllr Piggott and carried unanimously.

101/21 Appointment of delegates and representatives to outside bodies

Resolved. The Council appoints the delegates and representatives as published at this meeting. Proposed Cllr Piggott seconded Cllr Bell and carried unanimously.

102/21 To consider creating an earmarked reserve to fund a Community Special Constable.

Community Special Constables are not paid, but a Council that has access to one will be expected to cover reasonable expenses which may be up to £1,000 a year.

Resolved. The council will earmark a reserve of £2,000 to cover expenses for a Community Special Constables, should they be appointed for the Town. Proposed Cllr Birch seconded Cllr Battersby and carried unanimously.

103/21 To agree the programme of meetings for 2021 – 2022

Resolved. The Council will continue to operate the current rolling programme of meetings as shown in the published terms of reference. Proposed Cllr Seffens seconded Cllr Bell and carried unanimously.

To comply with the Government's requirement for face-to-face meetings to resume before the relaxation of the CoVID restrictions preventing meeting indoors, the next meeting will be held on Thursday June 24th

104/21 Appointment of Clerk to administer dispensations in 2021 – 2022

Resolved. The Locum Clerk as Proper Officer to the Council will be authorised, where in his view it is appropriate, to administer dispensations for members with disclosable pecuniary interests that would otherwise leave the council inquorate. Proposed Cllr Birch seconded Cllr Mendoza and carried unanimously.

105/21 Public participation session.

Three members of the public were present, but none wished to speak.

106/21 Reports from District and County Councillors

Cllr Vaz reported that the District Council Rangers have re-seated the bollards and repainted the railings in the High Street. The District Council has appointed Paul Messenger as town manager.

107/21 To agree the Full Council meeting minutes of 22nd April 2021

Resolved. The minutes of Full Council Meeting are approved as a true record. Proposed Cllr Piggott seconded Cllr Mills and carried unanimously.

108/21 To approve the establishment of a Co-Op community bank account.

Resolved. The Council approves the establishment of a community account with an opening balance of £1,000 with four signatories. Proposed Cllr Battersby seconded Cllr Seffens and carried unanimously.

109/21 Exercise classes at Recreation Ground.

Resolved. The Council will allocate space for the Epping Forest District Council exercise classes at the recreation ground. Proposed Cllr Battersby seconded Cllr Mendoza and carried unanimously.

110/21 Conservation area at castle street.

To consider representation to extend the conservation area in Castle Street.

Having reviewed the process for amending conservation areas, it was agreed that it would be expensive and uncertain of success. It will be more appropriate to write to the District Council asking them co-ordinate their responses, enforce the existing rules and ensure that there is adequate communication with the complainants.

111/21 Renovation of recreation ground play area.

It has been noticed that the worst areas of damage to the fence are where children have been climbing over to create a shortcut. To remove the risk of future damage, an additional gate will be made in this place.

As the works will not exceed £25,000 there is no requirement to place the work on contract finder and the Clerk has contacted some local play equipment providers for an initial discussion, but with the proviso that the work will have to be advertised for competitive tender as specified by financial regulation 10. Add a gate in the long axis fence.

112/21 Items for next agenda

Review of social media policy.
Quotes for Squash Court roof.

Meeting closed at 9.10 pm. Next meeting will be on 24th June at Basons – COVID restrictions permitting.