



Epping Forest & Commons Committee

Date: MONDAY, 19 NOVEMBER 2018
Time: 11.00 am
Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members: Deputy Philip Woodhouse (Chairman)
Graeme Smith (Deputy Chairman)
Peter Bennett
Alderman Sir Roger Gifford
Caroline Haines
Alderman Gregory Jones QC
Gregory Lawrence
Sylvia Moys
Benjamin Murphy
Jeremy Simons
Oliver Sells QC (Ex-Officio Member)

For consideration of Business Relating to Epping Forest Only

Verderer Michael Chapman DL
Verderer Dr. Joanna Thomas
Verderer Melissa Murphy
Vacancy

Enquiries: Gemma Stokley
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gemma.stokley@cityoflondon.gov.uk

Lunch will be served in the Guildhall Club at 1pm
N.B. Part of this meeting could be the subject of audio or visual recording

John Barradell
Town Clerk and Chief Executive

AGENDA

Agenda

Part 1 - Public Agenda

1. **APOLOGIES**
 2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
 3. **MINUTES**
To agree the minutes of the previous meeting.

For Decision
(Pages 1 - 6)
 4. **EPPING FOREST CONSULTATIVE COMMITTEE MINUTES**
To receive the minutes of the Epping Forest Consultative Committee meeting held on 10 October 2018.

For Information
(Pages 7 - 18)
 5. **DEPARTMENTAL BUSINESS PLAN 2018/19 - SIX MONTH PERFORMANCE UPDATE**
Report of the Director of Open Spaces.

For Information
(Pages 19 - 32)
- Epping Forest**
6. **SUPERINTENDENT'S UPDATE FOR AUGUST TO SEPTEMBER 2018**
Report of the Superintendent of Epping Forest.

For Information
(Pages 33 - 44)
 7. **REPORT OF ACTION TAKEN BETWEEN MEETINGS**
Report of the Town Clerk.

For Information
(Pages 45 - 46)

8. APPOINTMENT OF VERDERER OF EPPING FOREST (SOUTH)

Report of the Town Clerk.

For Decision
(Pages 47 - 50)

9. REVENUE & CAPITAL BUDGETS - EPPING FOREST 2018/19 & 2019/20

Joint report of the Chamberlain and the Director of Open Spaces.

For Decision
(Pages 51 - 66)

10. EPPING FOREST TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

Report of the Chamberlain.

For Information
(Pages 67 - 98)

11. EPPING FOREST LICENCE, PRODUCE AND SPORTS CHARGES

Report of the Director of Open Spaces.

For Decision
(Pages 99 - 110)

12. EPPING FOREST CONSULTATIVE COMMITTEE TERMS OF REFERENCE AND SCHEDULE

Report of the Director of Open Spaces.

For Discussion
(Pages 111 - 128)

13. WANSTEAD PARK: - BRIEFING NOTE FOR MEMBERS

Report of the Director of Open Spaces.

For Decision
(Pages 129 - 134)

14. COMMERCIAL WAYLEAVE REVIEW

Report of Heritage.

For Decision
(Pages 135 - 140)

N.B.: This report has a companion report on the Non-Public agenda at Item 27.

Burnham Beeches & The Commons

15. SUPERINTENDENT'S UPDATE

Report of the Superintendent of Burnham Beeches & the Commons.

For Information
(Pages 141 - 146)

16. REVENUE & CAPITAL BUDGETS - 'THE COMMONS' 2018/19 & 2019/20

Joint report of the Chamberlain and the Director of Open Spaces.

For Decision
(Pages 147 - 162)

17. ASHTEAD COMMON TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

Report of the Chamberlain.

For Information
(Pages 163 - 188)

18. BURNHAM BEECHES AND STOKE COMMON TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

Report of the Chamberlain.

For Information
(Pages 189 - 216)

19. WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

Report of the Chamberlain.

For Information
(Pages 217 - 246)

20. THE COMMONS EVENTS POLICY REPORT

Report of the Superintendent of Burnham Beeches and The Commons.

For Decision
(Pages 247 - 290)

21. BURNHAM BEECHES MANAGEMENT PLAN. CONSULTATION PROCESS AND TIMETABLE.

Report of the Superintendent of Burnham Beeches and The Commons.

For Decision
(Pages 291 - 294)

22. STOKE COMMON MANAGEMENT PLAN, PUBLIC CONSULTATION AND GRANT APPLICATION

Report of the Superintendent of Burnham Beeches and The Commons.

N.B.: Full, colour copies of the Management Plan itself have been separately circulated to all Members and are available on request.

For Decision
(Pages 295 - 298)

23. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

24. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

Part 2 - Non-Public Agenda

25. EXCLUSION OF THE PUBLIC

MOTION: That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

For Decision

26. NON-PUBLIC MINUTES

To agree the minutes of the previous meeting.

For Decision
(Pages 299 - 300)

27. COMMERCIAL WAYLEAVE REVIEW

Report of the Director of Open Spaces.

N.B.: This report is a companion report to the Public Report at Item 14.

For Decision
(Pages 301 - 310)

28. RENT REVIEW - THEYDON BOIS

Report of the Director of Open Spaces.

For Decision
(Pages 311 - 324)

29. BUTLERS RETREAT CAFÉ - LEASE RENEWAL

Report of the Director of Open Spaces.

For Decision
(Pages 325 - 328)

30. BURNHAM BEECHES CAFÉ - LETTING OPTIONS

Report of the Superintendent of Burnham Beeches and The Commons.

For Decision
(Pages 329 - 344)

31. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

32. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED