

EPPING FOREST & COMMONS COMMITTEE **Monday, 13 May 2013**

Minutes of the meeting of the Epping Forest & Commons Committee held at
Committee Room - 2nd Floor West Wing, Guildhall on Monday, 13 May 2013 at
11.30 am

Present

Members:

Alderman Gordon Haines (Chairman)
Deputy Stanley Ginsburg (Deputy Chairman)
George Abrahams
Deputy John Barker
Sheriff & Alderman Jeffrey Evans
Alderman Robert Hall (Ex-Officio Member)
Deputy Catherine McGuinness
Sylvia Moys
Barbara Newman
Virginia Rounding
Ian Seaton
Verderer Peter Adams
Verderer Michael Chapman
Verderer Richard Morris
Verderer Dr. Joanna Thomas

Officers:

Natasha Dogra	- Town Clerk's Department
Esther Sumner	- Town Clerk's Department
Sue Ireland	- Director of Open Spaces
Paul Thomson	- Superintendent, Epping Forest
Bob Warnock	- Superintendent, City Commons
Andrew Cotton	- City Surveyor's Department
Andy Barnard	- Superintendent, Burnham Beeches & Stoke Common
Roger Adams	- City Surveyor's Department
Jo Hurst	- Business Manager, Epping Forest
Alison Elam	- Chamberlain's Department

1. APOLOGIES

No apologies of absence had been received.

2. DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

Deputy Catherine McGuinness and Verderer Richard Morris declared a standing interest as Trustees for the Epping Forest Centenary Trust.

3. ORDER OF COURT OF COMMON COUNCIL

RECEIVED

4. **ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman in accordance with Standing Order No. 29. A list of Members eligible to stand was read and Alderman Gordon Haines being the only Member expressing a willingness to serve was declared to have been elected as Chairman of the Epping Forest and Commons Committee for the ensuing year.

The Chairman welcomed the new Members who had just joined the Committee and also recorded his thanks to those Members who were no longer serving.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. A list of Members eligible to stand was read and Deputy Stanley Ginsburg being the only Member expressing a willingness to serve was declared to have been elected as Deputy Chairman of the Epping Forest and Commons Committee for the ensuing year.

6. **COMMITTEE APPOINTMENTS**

The Committee received the report of the Town Clerk and were asked to consider its appointments for the next twelve months. Members were reminded of the current membership of the various Sub Committees, Consultative Committees, Steering Groups and Management Project.

RESOLVED – That the Membership of Sub Committees be agreed as follows:

Reference Sub Committee

Alderman Haines
Deputy Ginsburg
Deputy McGuinness
Deputy Barker
Barbara Newman
Virginia Rounding
Two Verderers
1 vacancy

Ashted Commons Consultative Committee

Alderman Haines
Deputy Ginsburg
Mr Douglas Mobsby
Barbara Newman
Mr Joseph Byllam-Barnes

Burnham Beeches Consultative Committee

Alderman Haines
Deputy Ginsburg
Christopher Mitchell

Barbara Newman
Virginia Rounding

West Wickham Commons Consultative Committee

Alderman Haines
Deputy Ginsburg
Deputy McGuinness
Barbara Newman
Sylvia Moys
1 vacancy

Couldson Commons Consultative Committee

Alderman Haines
Deputy Ginsburg
Sylvia Moys
Deputy McGuinness
1 vacancy

Epping Forest Centre Joint Consultative Committee

Alderman Haines
Deputy Ginsburg
Verderer Morris
Verderer Adams

Epping Forest Management Plan Steering Group

Alderman Haines
Deputy Ginsburg
Deputy McGuinness
Verderer Morris
Verderer Adams
Verderer Thomas
Verderer Chapman
1 vacancy

Wanstead Flats Playing Fields Committee

Verderer Adams
Verderer Thomas

Representative to the Open Spaces and City Gardens Committee:

Verderer Adams

7. **MINUTES**

Matters arising:

In response to a question by a Member on why a Forest Keeper's name had been omitted the Director explained that it was not appropriate to name individuals in public reports but a practical solution was being worked on and that in the meantime the Director would provide details to any member who required the information (**Action: Sue Ireland**)

RESOLVED - That the public minutes and summary of the meeting held on 5 November 2012 be agreed as a correct record.

8. **OPEN SPACES DEPARTMENT BUSINESS PLAN 2013 - 2016 - KEY PROJECTS**

The Director of Open Spaces presented the Open Spaces Department Business Plan 2013-2016 – Key Projects document to the committee. The updated Open Spaces Department Business Plan 2013-2016 has been compiled and the report outlines the key projects in the Plan that fall under the responsibility of the Epping Forest and Commons Committee.

RESOLVED – Members noted and agreed the Key Projects for Epping Forest, City Commons, Burnham Beeches and Stoke Common for inclusion in the Open Spaces Business Plan 2013-2016.

9. **SUPERINTENDENT'S UPDATE**

The Superintendent of Epping Forest provided a verbal update with reference being made to the following:

Staff changes

The new post of Football Services Assistant created under the 2011 Service Review has been recruited. The Web Content Editor is acting up as Communications and Information Officer until December 2013. Two temporary contracts for an Administration Assistant and Litter Truck Operative have been completed.

Gulley and Cycleway Sweeping

In answer to a Members question from the last meeting, cycleway sweeping of the Epping New Road was completed by the Highway Authority in March.

Parklife Website

The new City Bridge Trust funded 'Parklife' website went live as a 'Beta' test on 13th February covered City of London, Camden, Islington and Epping Forest's near neighbour Hackney. The remaining 28 boroughs including Epping Forest will be added at a later date.

Official Visits

Epping Forest was visited by the new Town Clerk John Barradell on 8th March; Chairman of City Bridge Trust William Dove on 3rd May; Director General Annemarie Burger and Team from the Dutch Infrastructure and Environment Ministry; invertebrate specialists from the Natural History Museum and a group of eminent Woodland Ecologists.

New Scientific Studies

A team from the University of East Anglia has published a paper in the *Journal of Wildlife Management* recommending significant reductions in UK deer populations with the level of reduction mirroring the recommendation adopted by your Committee in September 2012. New research by the University of Exeter in the *Journal of Psychological Science* has strengthened our

understanding of the links between urban greenspace and increased well-being and decreased mental distress.

Channel 4 Documentary

Epping Forest was referenced at the beginning of Leo Maguire's 1.5 hour Channel 4 documentary entitled 'Dogging Tales' screened on 4th April to over 2 million viewers.

Wanstead Park Abstraction

The Environment Agency have approved a 3 year extension of the current abstraction licence covering 290,000 cubic metres/annum of water for the Wanstead Large Raised Reservoir cascade, subject to the completion of a Hydrology Study.

Wanstead Park Strategic Assessment

The English Heritage funded £30,000 study of Wanstead Park has been completed and will be published in June 2013. The assessment found 141 individual heritage features within the Park and has for the first time independently validated remote optical sensing LIDAR (Light Detection and Ranging) measurements of the site to 20mm accuracy.

Queen Elizabeth Hunting Lodge

Funding totalling £17,000 by the City Bridge Trust has enabled the installation of interpretive soundscapes on all three floors of the Hunting Lodge together with an atmospheric, but safe, bubbling cauldron in the ground floor Tudor kitchen.

Gold Green Tourism Award

British Tourism Gold Award was made to 'The View' and Hunting Lodge.

British Tourism Week 22-31st March

Epping staged 7 walks; 2 family events and the launch of a new Art Exhibition to support British Tourism Week.

Family Learning Events

745 participants attended Forest Learning Events on a spring wildlife theme.

London Borough of Redbridge Exhibition on Parks 12th March – 22nd June

Staff have contributed to the new exhibition which heavily features Wanstead Park.

Ride Widening Programme

Operations teams have completed some 10.5 miles of ride widening work to at least 3.6 metres wide (wider were there are ditches) and 3.6 metres high. All south compartment rides should now be clear.

Sales of Woodchip

The Head of Operations has organised the sale of 6 loads, totalling 158 tonnes, of woodchips to UK biomass power stations at Thetford and Shotton raising income of £1,157 before loading costs.

Cattle Grid Programme

Essex County Council has appointed Chelmsford-based McDonald Highway Services to install the four cattle grids between June and mid-August which will result in temporary road closures across this period.

Rough Sleeper Clearances

Some 25 rough sleeper camps have been cleared in the first 4 months of 2013, 1 in the North Area; 2 in the Central Area and 22 in the South of the Forest. 50 camps were cleared across 2012.

Bushcraft Event

Keepers and volunteers staged another successful Bushcraft skills event at Mill Plain, Walthamstow.

Prosecutions

Two successful prosecutions have been undertaken. On 19th February a Fly tipping case resulted in £440 in fines while a case for Riding off a surfaced ride in the close season and failure to display a licence attracted fines of £560.

Open Riding

The Forest opened for Open Riding on 4th May, later than usual due to the preceding wet winter.

Fly tipping

Fly tips are 221 for the first 4 months of 2013 equivalent to 286 in 2012 representing a fall of 22.7%. The recently published 'Flycapture' data for 2011 UK-wide fly tipping shows a continuing decline.

Staples Road Flood Alleviation Scheme

Following the slump of the retaining wall reported to your Committee last year, contractors Bryony have undertaken £250,000 of work to stabilise and rebuild the retaining wall. Work is expected to complete shortly.

Eagle Pond

Work by the Ministry of Justice's contractor Land and Water on what is estimated to be a £300,000 scheme to pile the Large Raised Reservoir dam is expected to complete shortly.

Jubilee Pond Lining

The £270,000 relining scheme started at Easter and has just switched to the second pond and is expected to complete in June 2013.

The View Interpretation Works

New displays describing places to visit in Epping Forest are now included on the walls surrounding the exhibition.

Outreach Work

Children from the Collier Estate, Islington visited in association with the London Wildlife Trust and Islington Children's Services.

Football Association National Pitch Strategy

The pitch strategy was launched on 26th February. The Chairman has written to the FA on the relevance of the Strategy to Epping Forest and will be meeting the FA Head of Facilities shortly.

Football Season

The 2012/13 football season closed officially on 21st April, but was extended to 5th May 2013 due to weather-based cancellations. A total of 3,552 games played during 2012/13 season.

Champions Festival in the Olympic Park from 23-26th May

UEFA, the Union of European Football Associations, will be hosting a festival at the Olympic Stadium to coincide with the Champions League Final at Wembley on May 25th. As a result of the previous Wanstead Flats/Hackney Marshes championship a Wanstead Flats team has been invited to compete.

Bangladeshi Football Association

The BFA is moving to 'The Dell' at Wanstead Flats for the 2013/14 season with a 40 team strong summer league, education and coaching initiatives. The move is worth almost £9,000 in additional income.

Volunteer Survey

2012 survey to be published online. The 2013 survey started on 1st May and hopes to exceed the record 935 surveys conducted in 2012.

'Fiddlehead' Harvesting

5 vans were spotted operating across the north of Epping Forest over the Bank Holiday weekend with teams of workers harvesting bracken shoots or 'fiddleheads', which is considered to be a culinary delicacy and herbal medicine in some cultures.

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10. EPPING FOREST ENFORCEMENT ACTIVITY

The Superintendent of Epping Forest presented to the committee a summary of byelaw enforcement activity by Epping Forest Keepers within Epping Forest during the six month period covering 1 September 2012 – 28 February 2013.

Members were informed that there was a continuing decrease in the levels of byelaw enforcement during the period 2005-2013, which is consistent with the conscious programme of informal education rather than formal prosecution or warning. The report evidenced 3,102 'advisory conversations' conducted by Forest Keepers during the period September 2012-February 2013, a 101% increase on the same period one year ago (an increase from 1,561 'advisory conversations' in 2012 to 3,102 in 2013).

Members noted that a single prosecution was undertaken during the recent six month period for damage to the Forest. The report noted that a warrant for

arrest had been issued for further prosecution for flytipping after the defendant failed to appear at Court. Lastly, the report noted that there had been one warning letter issued for misuse of the Forest.

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11. **AUTHORISATION OF AN EPPING FOREST OFFICER**

The Superintendent of Epping Forest presented a report for decision by the committee on the authorisation of an Epping Forest Officer.

The report requested that the committee exercise its delegated powers from the Court of Common Council to authorise a new Forest Keeper, Glenn Mulleady, to appear on behalf of the City of London in Magistrates' Courts.

Members noted that under the Courts Act 2003 sections 8 and 10, Forest Keepers that have been authorised by the committee and sworn in by a Magistrate can present a case at any Magistrates Court that is chosen by Local Authorities that have Epping Forest Land within their boundaries. The Authorities in question are the London Borough of Waltham Forest, the London Borough of Redbridge, the London Borough of Newham and Essex County Council.

In response to a query from Members, Officers said that the opportunity to exercise constabulary powers via Forest Keepers can play a valuable role in supporting the Conservators' duty to regulate and manage the public use of Epping Forest.

RESOLVED – The Committee agreed that, in accordance with Sections 101 and 223(1) of the Local Government Act 1972 and Section 31(4) of the Epping Forest Act 1878 that Glenn Mulleady be authorised to appear on behalf of the City of London in Magistrates' Court.

12. **UPDATE ON THE EPPING FOREST VISITOR SURVEY**

The Superintendent of Epping Forest presented the committee with a report on the Epping Forest Visitor Survey 2012 for their information.

Members were informed of the results of the third year of the Epping Forest Visitor Survey (EFVS) that was conducted during 2012. The survey aimed to build on survey data gathered during 2010 and 2011. The report noted that the EFVS continued to develop a more accurate picture of the visitor profile for Epping Forest. The EFVS data projected that the number of visits (as distinct from the number of visitors) to Epping Forest in 2012 was 4.2 million. Comparisons with census data suggested that most age ranges were well represented; but that Black, Asian and Ethnic Minorities were underrepresented.

Statistics from the Questionnaire and Observation Surveys had been used in management plans, reports, funding bids and press releases providing valuable information both internally and externally. Furthermore where appropriate

action plans have sought to address any issues or concerns identified by the surveys.

RECEIVED

13. **EPHING FOREST LICENCE AND PRODUCE CHARGES**

The Superintendent of Epping Forest presented a report for decision on Epping Forest License and Produce Charges.

Members noted the current position regarding charges levied for the management of various Forest licenses and produce sales at Epping Forest and sought approval for the proposed charges for 2013-2014.

Members noted that the licensing of activity on Forest Land raised a total of £17,398.22 in 2012/13. Produce sales generated a further £2,491. Charges for licenses had been raised in line with an inflation figure of 2.8% with the exception of Horse Licence charges which have remained fixed since their introduction in 2003.

RESOLVED – the proposed charges for 2013/14 were approved, and the Superintendent of Epping Forest was granted the discretionary powers to set terms and conditions and impose deposit arrangements for licences, and to set charges in the case of unusual license requests.

14. **EPHING FOREST PLANNING CASEWORK - FEBRUARY 2012 TO MARCH 2013**

The Superintendent of Epping Forest submitted a report for information on Epping Forest Planning Casework for the period February 2012 – March 2013.

Members noted that the land surrounding Epping Forest continues to be subject to intense development pressure. With its crescent form and sinuous 203.5 km boundary, the Forest is particularly susceptible to impacts from poorly conceived development. The successful protection of the Forest relies heavily on the Town and Country Planning System, and the Metropolitan Green Belt designation in particular. The report stated that efforts continue to ensure that the importance of Epping Forest is more firmly integrated into local planning policies and decisions.

Members were informed of responses to major strategy consultations and planning applications made on behalf of the Committee, which sought to protect the context, character, and setting of Epping Forest from further environmental damage.

Members noted that five detailed responses were made to consultations on strategic documents by local planning authorities, which has seen the successful adoption for the first time of specific Epping Forest policies by the London Borough of Waltham Forest. Some 92 planning applications were also considered on behalf of the Committee, with Objections made to 26 of these. Of

these applications, half were refused or withdrawn, 35% were granted permission, and 4 remained undecided. The 50% refused applications compared positively with the last set of national statistics for 2011/12 that record a 13% refusal rate.

RECEIVED

15. **VOLUNTEERING IN EPPING FOREST UPDATE 2012/13**

The Superintendent of Epping Forest submitted a report for information to the Committee detailing the level of volunteering in Epping Forest during the financial year 2012/13.

Members were informed of the progress of the implementation of the Epping Forest Volunteer Strategy which was adopted on 8 March 2010.

Members noted that a total of 21,730 hours of volunteer activity were donated during financial year 2012/13, including 9,140 from volunteers managed by the City of London; 8,101 by the Epping Forest Centenary Trust and 4,488 given by Epping Forest Conservation Volunteers. This represented an 11% increase in volunteer hours compared to 2011/12.

At the end of March 2013, 218 people were volunteering for Epping Forest. Eleven of the volunteers are able to fulfil more than one of the 22 available roles. A further 200 people have participated in mass volunteering days and 36 new volunteers were recruited during the year.

The annual Volunteer Party in January 2013 was staged at Butler's Retreat with great success, with the Chairman of the Committee awarding the following medals: seven Gold (600 hours), seven Silver (300 hours) and 15 Bronze (150 hours). Overall £14,141 was spent on volunteer materials, equipment, travel, and expenses in 2011/12 excluding training course fees.

Members noted that for a relatively small budget of £16,500 to cover equipment, travel and expenses, City of London volunteers have contributed time equivalent to more than 5 full time staff and provide vital match funding for the Heritage Lottery funded Branching Out Project.

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16. **EPPING FOREST OPERATIONS PROGRAMME FOR 2013-2014**

The Superintendent of Epping Forest presented a report on the Epping Forest Operations Programme 2013-14 for decision.

Members noted the conservation and visitor access projects proposed for the Forest in 2013-14. Significant work is to be carried out to the surface tracks in the Forest to improve long term maintenance of the surface, to improve access, and to enhance biodiversity. The planned work includes further management operations to deal with potential risk, through tree safety and reservoir management activity.

Members noted that in the 2013/14 work programme the habitat conservation work mirrors that of previous years, reflecting the continuing priorities of wood pasture restoration and keystone tree work funded by grants from Natural England and the Heritage Lottery Fund respectively. The report also noted that the coming year will see the significant additions of a *Massaria* survey on the Forest's many Plane trees, woody vegetation management on boundaries with buildings, the development of a new green waste storage area and the expansion of the cattle wintering facility at Great Gregories. The new Head of Operations has provided an outline of his proposals for the reshaping of the delivery of the work programme following the publication of the 2014-2024 Management Plan.

Members were informed that the habitat conservation work of the Forest had drawn specific grant aid from Natural England to the value of £159,000 in 2013/14 in addition to the Single Payment Scheme Grant. The Keystone Tree work is funded separately by a grant from the Heritage Lottery Fund for 74% of the costs.

RESOLVED – the Committee approved the annual work programme, and noted the information on the Forest Operations Plan.

17. **EPPING FOREST LAND REGISTRATION WORKING PARTY**

The Town Clerk submitted a report for decision on the Epping Forest Land Registration Working Party.

Following the City's largely successful initial land registration mapping process at Epping Forest covering around 1,500 title documents, there are currently circa 20-30 involving parcels of land around the boundaries of the Forest where the City may wish to challenge title registration that will have resource and legal implications.

Officers proposed that a working party be established to consider each potential challenge and report back to the Committee. In response to a request by Members, the Town Clerk agreed to cover by email a discussion on roles; responsibilities and work levels.

RESOLVED – that Town Clerk would cover by email a discussion on roles responsibilities and work levels and that the Membership of the Working Party be agreed as follows:

Alderman Gordon Haines
Deputy Stanley Ginsburg
Alderman Luder
Deputy McGuinness
Verderer Thomas
Verderer Chapman
Verderer Adams

18. **ELECTION OF VERDERERS - REVIEW OF PROCESS**

The Town Clerk submitted a report for decision on a review of the process of electing Verderers.

Members noted that the election of Verderers was concluded in February 2013 and that during the electoral process there were a number of discussions over the need to review the election process. This was further highlighted both at the Nomination meetings and in the local media.

Officers proposed that a working party be established following the conclusion of the Land Registration Working Party to review the process of the election of Verderers. In response to a request by Members the Director agreed to come back with a further report on timetables and scope

RESOLVED – That:

1. a further report to establish a working party to consider the election of Verderers be presented to the Committee in the summer of 2014, and;
2. the Director would present the Committee with a further report on timetables and scope.

19. SUPERINTENDENT'S UPDATE

The Superintendent of Burnham Beeches provided a verbal update with reference being made to the following:

Volunteers: Volunteers had undertaken 650 hours' work since March including a reptile survey and birch clearance at Stoke Common and road verge clearance, rhododendron and bio monitoring projects at Burnham Beeches.

Grazing: The British White Cattle had just started the 2013 grazing regime at Burnham Beeches. We are continuing the trial of invisible fencing and an additional experimental area will be created and in use by mid-summer. This will cover approx. 12 hectares and include the busiest public road running through the site. The Sussex Cattle are about to be put back onto Stoke Common for the grazing season. One of the original Exmoor ponies had to be destroyed due to ill health earlier this year.

Sustainability: The Wood Pellet boiler had been installed at the Burnham Beeches office and is performing well. The electric quad bike had been in use for a month and is proving to be a very useful and efficient alternative to petrol powered quads. The two original hybrid electric bicycles covered 1200 miles in their first year of use and a third bicycle has since been purchased to further reduce the need to use diesel/petrol engine vehicles.

Events: Spring half term nature trail proved very popular with several hundred children and adults participating. The vintage bus event was held for the 7th successive year. A national orienteering event was held on the site in March.

Media Exposure: Countryfile would soon feature footage of the wood pasture, conservation grazing and wood ant work at Burnham Beeches (to be aired Sunday 19th May at 6.30 pm)

Planning Control issues: Officers continue to work closely with South Bucks District Council to adequately protect the Beeches from the harmful impacts of local development. SBDC and the City are now co-funding research into visitor demographics and hydrological issues in 2013 to help address these issues.

Dog Control Orders: The Superintendent continued to liaise with the Kennel Club and Burnham Beeches Consultation Group in the development of a Dog Management Strategy for the Beeches.

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20. **BURNHAM BEECHES & STOKE COMMON ANNUAL WORK PROGRAMME**
The Superintendent of Burnham Beeches & Stoke Common presented a report for information on the Burnham Beeches & Stoke Common Annual Work Programme.

Members were presented with the Annual Work Programme for both Burnham Beeches and Stoke Common for the period April 2013 to March 2014 inclusive. The works detailed in the report were extracted from the management plans for Stoke Common & Burnham Beeches approved by the Committee in 2008 and 2010 respectively.

RECEIVED

21. **SUPERINTENDENT'S UPDATE**
The Superintendent of City Commons provided a verbal update with reference being made to the following:

Volunteers – April had got off to a very good start and the numbers were up by 3%. The range of opportunities for volunteers was increasing and now includes Tree Wardens who had completed training and were currently locating Ash trees across the Commons.

Tree Health – Spring Park and West Wickham Commons were within the Forestry Commission buffer zone relating to the Oak Processionary Moth Bromley infestation. The volunteer Tree Wardens were going to be offered additional training and invited to help with surveying over the summer.

Livestock – The arrangements for overwintering the cattle and calves had been extended by a month owing to the late spring and the shortage of grass across the Commons. Four Sussex cattle had returned to Ashted Common Phoenix field after being overwintered at a farm in Chessington.

Consultative Committees – The new arrangements were due to commence in June with the informal site visits and shorter meetings.

Green Flag – Four of the Commons were being judged by Green Flag assessors.

Social Media – The City Commons team were now regularly using Facebook and Twitter to promote the City and the management of the Commons.

Committee visit – The annual committee visit was on the 15th June and would be on Kenley Common where Officers would explain the aims and outcomes of the application to the Heritage Lottery Fund for the Kenley Revival Project.

Sustainability – The City Surveyor was currently applying for consents to install photovoltaic panels on the south facing elevation of the Ashted Common Estate Office.

RECEIVED

22. **CITY COMMONS MANAGEMENT PRIORITIES FOR 2013/14**

The Superintendent of the City Commons presented a report for decision on the City Commons Management Priorities for 2013/14.

Members were presented with the management priorities for the City Commons Division that will guide the annual work programme during the period 1 April 2013 to 31 March 2014 inclusive.

The priorities were laid out in a new format that arose from a recent review of business processes in the City Commons and reflects the five aims of the business plan for the Open Spaces Department and the City Together Strategy.

In response to a query from Members, officers stated that the management priorities, with associated projects, core duties, and routine work activities would be funded by the existing local risk budgets for City Commons.

RESOLVED – The Committee agreed the City Commons Management Priorities for 2013/14.

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

In response to a query from Members, officers said public agenda papers were available online and copies could be obtained from the Town Clerk's Officer upon request.

24. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no urgent business.

25. **EXCLUSION OF PUBLIC**

MOTION - it was agreed that under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business.

Item No.

Paragraph(s)

26 – 35

3

26. **NON-PUBLIC MINUTES**
RESOLVED – That the non-public minutes of the previous meeting were be agreed as accurate record.
27. **ACCESS EASEMENT REPORT**
The Committee received the report of the City Surveyor.
28. **PROVISIONAL ADDITIONAL WORKS PROGRAMME - 2014/15**
The Committee received the report of the City Surveyor.
29. **WOODFORD GOLF CLUB - LICENCE FEE REVIEW**
The Committee received the report of the Superintendent of Epping Forest.
30. **LAND AVAILABLE FOR ACQUISITION**
The Committee received the report of the Superintendent of Epping Forest.
31. **LAND AVAILABLE FOR ACQUISITION**
The Committee received the report of the Superintendent of Epping Forest.
32. **LAND AVAILABLE FOR ACQUISITION**
The Committee received the report of the Superintendent of Epping Forest.
33. **EPPING FOREST FOOTBALL CHARGES 2013/14**
The Committee received the report of the Superintendent of Epping Forest.
34. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
The Superintendent of Epping Forest provided a verbal update on non-public issues.
35. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND THAT COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was no urgent non-public business.

The meeting ended at 1.45 pm

Chairman

Contact Officer: Natasha Dogra
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