



# WALTHAM ABBEY TOWN COUNCIL



TOWN HALL, HIGHBRIDGE STREET, WALTHAM ABBEY, ESSEX EN9 1DE

N Page  
Town Clerk

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TEL: 01992 714949

YOU ARE HEREBY SUMMONED to a meeting of **Waltham Abbey Town Council** to be held at Waltham Abbey Town Hall **Wednesday 18<sup>th</sup> October 2023 at 7.00pm** for the purpose of transacting the business set out below.

*Miss Natalie Page*

.....Town Clerk

## AGENDA

1. **Recording of Meetings:** To note that this meeting may be recorded or filmed and will be capable of repeated viewing or another use by such third parties. It is possible that any such recording may capture images and this may result in the possibility that images will become part of the broadcast. This may infringe human and data protection rights. To avoid this please move to the rear of the room. Anyone present intending to record the meeting, or any part thereof, must declare their intention to the Chairman and Officers before the meeting commences.
2. **Apologies for Absence:** To receive apologies for absence.
3. **Disclosure of Interest:** To note Members disclosure of interests, if any.
4. **Minutes:** Of the Full Council Meeting held on 26<sup>th</sup> July 2023.
5. **Questions:** To answer questions from Members in pursuance of Standing Order number 10.
6. **Public Questions:** Members of the Public are invited to submit questions to the Town Clerk for consideration at the meetings, these must be received no later than 3pm on the day prior to the meeting. Please send your questions to [townclerk@walthamabbey-tc.gov.uk](mailto:townclerk@walthamabbey-tc.gov.uk)



7. **Minutes and Reports:**

Planning and Licensing Subcommittee	17 <sup>th</sup> July 2023
Planning and Licensing Subcommittee	31 <sup>st</sup> July 2023
Planning and Licensing Subcommittee	14 <sup>th</sup> August 2023
Planning and Licensing Subcommittee	30 <sup>th</sup> August 2023
Town Promotions/ Festivals	6 <sup>th</sup> September 2023
Policy and Resources	6 <sup>th</sup> September 2023
Planning and Licensing Subcommittee	18 <sup>th</sup> September 2023
Planning and Licensing Subcommittee	25 <sup>th</sup> September 2023
Leisure and Community Committee	27 <sup>th</sup> September 2023
Development and Environment Committee	27 <sup>th</sup> September 2023
Establishment Review Subcommittee	27 <sup>th</sup> September 2023
Planning and Licensing Subcommittee	27 <sup>th</sup> September 2023

8. **Motions:** There are no motions.

9. **Mayor's Announcements, Correspondence and Engagements:**

- a) Announcements which the Mayor may wish to make.
- b) Correspondence which the Mayor may wish to take place before Members.
- c) Engagements which the Mayor or Deputy Mayor will attend.

10. **Report of the Town Clerk:** To receive the Town Clerk's report (Enc. 1).

11. **Health & Safety:** To Receive the Town Clerks Report. (To be tabled)

12. **Items to be added to the next agenda for discussion:** Items to be submitted for the next meeting on 20<sup>th</sup> December 2023.

13. **Exclusion of Press and Public:** (if required) To consider that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw.

14. **Establishment Review:** To receive the Town Clerks Report. (To be tabled)

15. **To receive an update from the Locum Town Clerk:** To receive the locum's report on a staffing matter. (to be tabled)



TO: The Mayor  
Deputy Mayor  
All Members of the Council

The Press  
The Library

11<sup>th</sup> October 2023