

**LEE VALLEY REGIONAL PARK AUTHORITY**

**EXECUTIVE COMMITTEE  
17 OCTOBER 2019**

Members Present: Paul Osborn (Chairman) Heather Johnson  
Derrick Ashley (Vice Chairman) Valerie Metcalfe  
David Andrews Mary Sartin (Substitute for Syd Stavrou)  
Ross Houston

Apologies Received From: Chris Kennedy, Syd Stavrou

In Attendance: John Bevan, Frances Button, Mike Garnett,

Officers Present: Shaun Dawson - Chief Executive  
Beryl Foster - Director of Corporate Services  
Simon Sheldon - Director of Finance & Resources  
Jon Carney - Head of Parklands  
Dan Buck - Head of Sport & Leisure  
Paul Roper - Volunteer and Community Engagement Manager  
Stephen Bromberg - Head of Communications  
Keith Kellard - Chief Accountant  
Sandra Bertschin - Committee & Members' Services Manager

Part I

795 DECLARATIONS OF INTEREST

Name	Agenda Item No.	Nature of Interest	
Mary Sartin	11	Member of Epping Forest District Council	<i>Non-Pecuniary</i>

796 MINUTES OF LAST MEETING

**THAT the minutes of the meeting held on 19 September 2019 be approved and signed.**

797 PUBLIC SPEAKING

No requests from the public to speak or present petitions had been received for this meeting.

798 Q2 REVENUE BUDGET MONITORING 2019/20 Paper E/645/19

The report was introduced by the Director of Finance & Resources.

It was agreed to review sponsorship and community engagement at the Budget Workshop to ensure inclusion in future budgets at appropriate levels.

In response to a Member it was advised that it was hoped that car parking income would increase next year together with a decrease in the management fee.

A Member remarked that where the Authority was in effect subsidising an activity it was important to promote this.

**(1) the report was noted.**

799 Q2 CAPITAL PROGRAMME BUDGET MONITORING 2019/20 Paper E/642/19

The report was introduced by the Director of Finance & Resources.

**(1) the report was noted.**

800 2020/21 BUDGET – METHODOLOGY, ASSUMPTIONS AND TIMETABLE Paper E/643/19

The report was introduced by the Director of Finance & Resources.

**(1) the budget timetable for the 2020/21 budget process as set out in Appendix A to Paper E/643/19; and**

**(2) the principles, assumptions and methodology for the 2020/21 revenue and capital budgets as set out in paragraphs 9 to 13 of Paper E/643/19 was approved.**

801 FINANCIAL WAIVER FOR THE REPLACEMENT OF A TRACTOR AT HOLYFIELD HALL FARM Paper E/641/19

The report was introduced by the Head of Parklands.

**(1) to waive Financial Regulation 573 to enable replacement of a tractor at Holyfield Hall Farm was approved.**

802 EXEMPT ITEMS

**THAT based on the principles of Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the items of business below on the grounds that they involve the likely disclosure of exempt information again on the principles as defined in those sections of Part I of Schedule 12A of the Act indicated:**

<b>Agenda Item No</b>	<b>Subject</b>	<b>Exempt Information Section Number</b>
11	Bittern Information Point Phase One Hide and Information Point Replacement Project Progress and Cost Plan	3

803 BITTERN INFORMATION POINT PHASE ONE HIDE AND INFORMATION POINT REPLACEMENT PROJECT PROGRESS AND COST PLAN Paper E/644/19

The report was introduced by the Head of Parklands.

**(1) planning permission has been received was noted; and**

**(2) a final budget to deliver phase 1 of this project as outlined in paragraph 9 of Paper E/644/19 was approved.**

The Chairman thanked the Volunteer and Community Engagement Manager for his work on this project.

The Chairman advised that the report on Expiry of the Two Fixed Term Project Consultant Posts had been deferred.

---

Chairman

---

Date

The meeting started at 11.39am and ended at 12.00noon