

NAZEING PARISH COUNCIL

Notice is hereby given that a meeting of the Full Council will take place on Thursday 21st March 2024 at 8pm at St Giles Church & Community Hub, Nazeing Road, EN9 2HU and Members are summoned to attend.

The Public and The Press are cordially invited to attend. Please ensure any letters relevant to the agenda are emailed to the Clerk (council@nazeingparishcouncil.org) by noon on the Wednesday preceding the meeting, so that the details can be circulated to Members in advance. Thank you. Note: This meeting may be recorded by the Clerk for the purposes of minute taking.

AGENDA

23/423. Welcome and Introductions: By the Chairman. {5}

23/424. Apologies for absence: To note any apologies received.

23/425. Public participation in relation to items on the agenda: {10}
To note and record any made.

23/426. Declarations of Interest: To note and record any declarations made.

23/427. Approval and Signing of Minutes.

To approve the minutes of the Full Council meeting held on 22nd February 2024.

23/428. Committee Meeting Minutes.

a) To note the minutes of the Planning Committee meeting held on 8th February 2024.

b) To note the minutes of the Finance Committee meeting held on 9th November 2023.

23/429. Planning Applications: DJ To consider the following applications: {20}
Click on the Application No for a link to view related documents and plans.

Any representation on application (a) to (d) should be made in writing by 08/04/2024.

(a) Application No: [EPF/2816/23](#) Officer: Nicola Bickerstaff

Applicant name: Mr Luke Brown

Site Address: Paynes Farmhouse, Paynes Lane, Nazeing, EN9 2EU

Proposal: Conversion of two derelict, former and Chicken Sheds into a pair of 2No., Four-bedroom, Semi-Detached Houses with garages, cycle shed, refuse storage and outdoor amenity area on a one-acre site.

(b) Application No: [EPF/0419/24](#) Officer: Samuel Finnis

Applicant name: Mr Daniel Robinson

Site Address: 12 Allmains Close, Nazeing, Waltham Abbey, EN9 2LX

Proposal: Removal of single storey side extension, erection of a front porch, two storey side and rear extensions, single storey rear extension & raising ridge height with rooms in roof space and a rear box dormer.

(c) Application No: [EPF/0427/24](#) Officer: Samuel Finnis

Applicant name: Mr Engin Manto

Site Address: Elham, Middle Street, Nazeing, Waltham Abbey, EN9 2LQ

Proposal: Double front extension, Single rear extension & loft conversion.

(d) Application No: [EPF/0449/24](#) Officer: Mohinder Bagry

Applicant name: Mr G. Cuffaro

Site Address: Bettina Nursery, Sedge Green, Roydon, Harlow, CM19 5JS

Proposal: Widening of Existing Vehicular Access by 4m.

These are provided for information only, EFDC do not normally accept comments on these applications.

(e) **Application No:** [EPF/0491/24](#) **Officer:** Caroline Brown
Applicant name: Mr Alfredo Saggese
Site Address: Nonsuch Cottage, Back Lane, Nazeing, Waltham Abbey, EN9 2RS
Proposal: Certificate of lawful development for a proposed rear outbuilding/garden room.

Members of the public can comment online at www.eppingforestdc.gov.uk/iPlan or by post to: The Director of Planning and Economic Development, Epping Forest District Council, Civic Offices, 323 High Street, Epping, Essex CM16 4BZ. Any enquiries to the Application Processing Team T: 01992 564476 E: appcomment@eppingforestdc.gov.uk

23/430. Public Meeting on New Development. PW {5}

To discuss and consider if the Council should arrange a public meeting, regarding the new development proposed for the land to the East of St Leonards Road.

23/431. Financial Matters: {10}

a) To consider accounts for payment. To note receipts and to authorise payment of accounts. To approve the Financial Summary for March 2024, circulated to Cllrs.

b) To note that the Clerk (an authorised signatory on the bank account) will set up the direct credits.

c) To note which authorised signatory on the bank account will approve the direct credits and by what date.

d) To note that it was necessary to add Cllr Benton onto the banking mandate, as it is mandatory that the Chairman signs mandate changes.

e) Outstanding Annual Review. To review charges made for football pitch hire.

23/432. Training. {2}

To note that Cllr P. Wagg, a Finance Committee member, also attended the Treasury Management & Investments course on 13/03/24, at a cost of £75+VAT.

23/433. Disciplinary Policy. {5}

To consider and approve the Disciplinary Policy, document circulated to Cllrs.

23/434. Allotment Agreement. {5}

To consider and approve the updated Allotment Agreement, document circulated to Cllrs.

23/435. Training and Development Policy. {5}

To consider and approve the Training and Development Policy, document circulated to Cllrs.

23/436. Clerks Action Log. {5}

Document circulated to Cllrs. Clerk to answer any questions.

23/437. Council Projects.

Council Project List document circulated to Cllrs. To consider if any changes to the document are required.

23/438. Amenity Matters. {15}

a) Parking on the grass verges at Bumbles Green. Cllr Whitbread can raise a Local Highways Panel (LHP) request to have bollards placed on the grass verge, if the council is minded to support it. To discuss and consider if the council do wish to support the proposed LHP request.

b) Gateway Signs in the Parish. To provide an update on the request to the Highway Rangers to clean and assess the condition of all the signs.

- c)** To consider quotes for annual playground inspections. Details circulated to Cllrs.
d) Streetlights. There are three old style LED sox lights and it has been recommended that these are converted to LED. To consider converting these lights to LED at a cost of £1,047+VAT and to fund by using the streetlight maintenance earmarked reserve.

23/439. Correspondence for Information:

{10}

The District Council have advised of the recruitment of a voluntary Community Champion for Nazeing and they started on 11/03/24.

23/440. Reports from Councillors; attendance at other meetings/events.

23/441. Information Items.

Please note that pursuant to LGA 1972 sch. 12 para 10 (2)(b) business must be specified and accordingly the Council cannot lawfully make decisions on matters raised.

23/442. Items for the next agenda.

23/443. Date of next meeting of Full Council. 25th April 2024

23/444. To formally close the meeting: By the Chairman.

Signed *Lorraine Ellis* (Parish Clerk)

Date 15th March 2024

Tel: 01992 893012 **Office:** Tuesday & Friday **email:** council@nazeingparishcouncil.org