

NAZEING PARISH COUNCIL

Notice is hereby given that the Annual Parish Council Meeting will be held on Thursday 23rd May 2024 after the Annual Parish Meeting 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

24/001. Chairman: To elect a Chairman of the Parish Council for 2024/25. {25}

24/002. Acceptance: To receive the Chairman's declaration of acceptance of office.

24/003. Review of Declarations of Interest.

Cllrs to review & update their declarations of interest if necessary.

24/004. Apologies for absence: To note any apologies received.

24/005. Declarations of Interest: To note and record any declarations made.

24/006. Vice-Chairman: To elect a Vice-Chairman of the Parish Council for 2024/25.

24/007. Election for Committees:

- a)** To elect a Chairman of the Planning Committee for 2024/25.
- b)** To elect a Vice-Chairman of the Planning Committee for 2024/25.
- c)** To elect a Chairman of the Finance Committee for 2024/25.
- d)** To elect a Vice-Chairman of the Finance Committee for 2024/25.
- e)** To elect a Chairman of the Personnel Committee for 2024/25.
- f)** To elect a Vice-Chairman of the Personnel Committee for 2024/25.

24/008. Review of Committees:

- a)** To consider that as the Amenities committee has not met, it is therefore proposed to dissolve this committee.
- b)** To consider that as the Events committee has not met, it is therefore proposed to dissolve this committee.

24/009. Committee Membership: If still appropriate, to appoint Councillors for 2024/25 as follows:

- a) Planning.
- b) Finance.
- c) Personnel.
- d) Amenities.
- e) Events.

24/010. External Liaison: If still appropriate, to appoint Councillors to serve on or liaise with:

- a) EFDC Local Council Liaison Committee and EALC Committee. Two Members with voting powers.
- b) The Nazeingberries Association.
- c) Police Consultative Committee/Local Police.
- d) Flood warden and Emergency Response.
- e) Lea Valley Regional Park Authority.
- f) Local schools.
- g) Nazeing Community Champions.

24/011. Public participation in relation to items on the agenda: To note and record any made.

24/012. Approval and Signing of Minutes:

To approve the minutes of the Full Council meeting held on 25th April 2024.

24/013. Committee Meeting Minutes:

To note the minutes of the Planning Committee meeting held on 11th April 2024.

24/014. Planning Applications: DJ To consider the following applications: {10}

Click on the Application No for a link to view related documents and plans.

Any representations on application (a) should be made in writing by 03/06/2024.

(a) Application No: [EPF/0732/24](#) Officer: Mohinder Bagry

Applicant Name: Mr Elliott Angel

Location: 37, Pecks Hill, Nazeing, Waltham Abbey, EN9 2NX

Proposal: Conversion of existing garage and rear extension.

Any representations on application (b) should be made in writing by 10/06/2024.

(b) Application No: [EPF/0968/24](#) Officer: Murtaza Poptani

Applicant Name: Mr Tony Quinn

Location: 61, North Street, Nazeing, Waltham Abbey, EN9 2NH

Proposal: Retention of first floor side extension. Hip-to-gable roof extension, rear box dormer, and 3No. roof lights on front roof slope. Removal of existing chimney.

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

24/015. Date of Full Council and Planning Committee meetings to May 2025.

To consider the dates for these Council meetings.

24/016. Financial Matters:

{5}

- a)** To consider and approve the renewal for Council insurance.
- b)** To consider accounts for payment. To note receipts and to authorise payment of accounts. To approve the Financial Summary for May 2024, circulated to Cllrs.
- c)** To note that the Clerk (an authorised signatory on the bank account) will set up the direct credits.
- d)** To note which authorised signatory on the bank account will approve the direct credits and by what date.
- e)** To consider and approve the revised Earmarked Reserves Report and final quarterly budget report for 2023/24.

24/017. Clerks Action Log.

{5}

Document circulated to Cllrs. Clerk to answer any questions.

24/018. Council Projects.

{10}

Council Project List document circulated to Cllrs, which includes some new projects. To agree updates to the document, following the review by Cllrs of the Council Project List.

24/019. Amenity Matters.

{5}

Defibrillator at Upper Nazeing. To consider the request that the council takeover ongoing annual support costs (currently £135/year+VAT). The residents of Upper Nazeing will continue to undertake the weekly checking of the defibrillator.

24/020. Parish Office:

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To provide an update on the issues at the office and to consider & agree the next steps.

24/021. Risk Management Policy and Risk Register Document.

{5}

The Risk Management Policy and Risk Register document and the Action Plan has been reviewed and updated for 2024/25. To consider if two Cllrs can review the documents on behalf of the Council.

24/022. Infrastructure Reserves Funds:

{10}

To consider and agree the signatories for Unity Trust Bank, Nationwide Building Society and Hampshire Trust Bank.

24/023. Reports from Councillors; attendance at other meetings/events.

{5}

24/024. Information Items.

Please note that pursuant to LGA 1972 S.120(2)(b) business must be specified and accordingly the Council cannot lawfully make decisions on matters raised.

24/025. Items for the next agenda.

24/026. Date of next meeting of Full Council. 27th June 2024 TBC.

24/027. To formally close the meeting: By the Chairman.

Signed *Lorraine Ellis* (Parish Clerk)

Date 17th May 2024

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