

NAZEING PARISH COUNCIL

Notice is hereby given that a meeting of the Full Council will take place on Thursday 25th July 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

24/082. Welcome and Introductions: By the Chairman. {2}

24/083. Apologies for absence: To note any apologies received.

24/084. Council Etiquette: SB {10}

- a) Attendance at meetings and notification of absence.
- b) Conduct at meetings.
- c) Role of the Clerk and Assistant Clerk.
- d) Policies and Procedures.

24/085. Public Session: {15}

An opportunity for members of the public to raise any matters with the Council.

24/086. Public participation in relation to items on the agenda: {10}

To note and record any made.

24/087. Declarations of Interest: To note and record any declarations made.

24/088. Approval and Signing of Minutes.

To approve the minutes of the Full Council meeting held on 27th June 2024.

24/089. Committee Meeting Minutes.

To note the minutes of the Planning Committee meeting held on 13th June 2024.

24/090. Planning Applications: DJ To consider the following application: {5}

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

Any representation on application (a) should be made in writing by 05/08/2024.

(a) Application No: [EPF/1401/24](#) Officer: Loredana Ciavucco

Applicant Name: Mr Tom Sutton

Site Address: Laun House, Laundry Lane, Nazeing, Waltham Abbey, EN9 2DY

Proposal: External alterations to fenestration and materials. Removal of First Floor Conservatory. First Floor Extension.

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

- 24/091. Financial Matters:** {10}
- a)** To consider accounts for payment. To note receipts and to authorise payment of accounts. To approve the Financial Summary for July 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 consider the quotations for the electricity supply for the office, as the contract is due to end on 27/08/2024. Details will be circulated to Cllrs.

24/092. Clerks Action Log. {5}

Document circulated to Cllrs. Clerk to answer any questions.

24/093. Council Projects.

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

- 24/094. Amenity Matters.** {10}
- a)** Streetlights conversion to LED. To consider the quotations for the power transfer and the two replacement columns, to convert the two remaining streetlights to LED.
 - b)** Issues in the Parish raised with County Cllr Whitbread. To provide an update. **SB**

- 24/095. Play Areas:** {15}
- a)** Elizabeth Close. To provide an update. **SB/KC**
 - b)** Bumbles Green. To discuss and agree a high level specification for the site, to enable the refurbishment of the play area.

24/096. Site for New Community Hall. PW {15}

To consider that a new Working Group is formed with appropriate Terms of Reference, to progress the objective to explore the identification of sites for a new community hall.

24/097. Development at St Leonards Road. DJ {10}

To discuss and consider the response to the St Leonards Road Development presented to Councillors on 16/07/24 (EPF/2770/23).

24/098. Reports from Councillors; attendance at other meetings/events{10}

24/099. Information Items.

- a)** From the Fire and Crime Commissioner for Essex, Roger Hirst. All people who live and work in Essex are being asked for their views on priorities for [fire and rescue](#) and [police and crime](#) plans by completing a short 4-minute survey [Take part in the policing and fire and rescue survey](#). Survey closes 01/09/24.

24/100. Items for the next agenda.

24/101. Date of next meeting of Full Council. 26th September 2024

24/102. To formally close the meeting: By the Chairman.

Signed *Lorraine Ellis* (Parish Clerk)

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

Date 19th July 2024