



Notice is hereby given that a meeting of the Full Council will take place on Thursday 26th September 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

24/148. Welcome and Introductions: By the Chairman. {10}

24/149. Apologies for absence: To note any apologies received.

24/150. Public participation in relation to items on the agenda:
To note and record any made.

24/151. Declarations of Interest: To note and record any declarations made.

24/152. Approval and Signing of Minutes.
To approve the minutes of the Full Council meeting held on 22nd August 2024.

24/153. Committee Meeting Minutes.
To note the minutes of the Planning Committee meetings held on 11th July 2024 and 8th August 2024.

24/154. Planning Applications: DJ To consider the following applications: {15}
Click on the Application No for a link to view related documents and plans.

Any representation on applications (a) and (b) should be made in writing by 07/10/2024.

(a) **Application No:** [EPF/1744/24](#) **Officer:** Yee Cheung

Applicant Name: Mr Domenico Barham

Site Address: Chalkfield Nursery, Sedge Green Road, Sedge Green, EN9 2NX

Proposal: Partial demolition, conversion of remaining glasshouses to B8 (Storage) use, car parking and landscaping.

(b) **Application No:** [EPF/1811/24](#) **Officer:** Muhammad Rahman

Applicant Name: Mr Kevin Ellerbeck

Site Address: Nazebourne Poultry Farm, Old Nazeing Road, Nazeing, EN10 6RJ

Proposal: Provision of New Access Road.

This is provided for information only, EFDC do not normally accept comments on this type of application.

(c) **Application No:** [EPF/1812/24](#) **Officer:** Muhammad Rahman

Applicant Name: Mr Kevin Ellerbeck

Site Address: Chimes Garden Centre, Old Nazeing Road, Broxbourne, EN10 6RJ

Proposal: Certificate of Lawful Development for existing use and regularisation of installed pedestrian footpath.

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

24/155. Planning Application EPF/1702/24.

To note that in view of the constitutional changes to the decision making for Epping Forest planning applications, Cllr P. Wagg has requested that this application is called in so it can be considered by the appropriate committee.

24/156. Personnel Committee.

{5}

Cllr J. Wagg will be stepping down as Vice-Chairman of the Personnel Committee but will remain on the committee. To elect a Vice-Chairman of the Personnel Committee for the remainder of 2024/25.

24/157. Councillor and Staff Training.

{10}

a) To consider the request for Cllr O'Connor to attend two WorkNest modules Managing Performance & Managing Appraisals, courses on 31/10/24 & 20/11/24, each at a cost of £80+VAT (total cost £160+VAT).

b) To retrospectively approve Cllr J. Wagg's attendance on the WorkNest module The Employment Framework course on 11/09/24, at a cost of £80+VAT.

c) To consider the request for Cllr J. Wagg to attend five WorkNest modules Managing Sickness Absence, Managing Grievances, Managing Performance, Managing Appraisals & Disciplinarys, courses on 09/10/24, 16/10/24, 31/10/24, 20/11/24 & 28/11/24, each at a cost of £80+VAT (total cost £400+VAT).

d) To consider the request for the Assistant Clerk to attend the Social Media Part 1 and Social Media Part 2 courses when next scheduled (in 2024, cost was £100+VAT).

24/158. Financial Matters:

{10}

a) To consider accounts for payment. To note receipts and to authorise payment of accounts. To approve the Financial Summary for September 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 and approve the first quarterly budget report for 2024/25.

e) To consider and approve the first quarterly reconciliation and Trial Balance reports for 2024/25, following Cllr Elton's review.

24/159. Clerks Action Log.

{5}

Document circulated to Cllrs. Clerk to answer any questions.

24/160. Council Projects.

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

24/161. Amenity Matters.

{15}

a) To consider the quotation to undertake annual hedge maintenance and some tree pruning in the Parish, including some work on overhanging trees at Aerodrome Corner & Elizabeth Close. In addition, the quotation also includes work to remove low branches at Bumbles Green, where the new equipment is planned to be installed.

b) To consider the quotation from TMA Environmental Consultants to conduct the tree condition resurvey for trees previously surveyed. Details circulated to Cllrs.

c) Play in the Park scheme 2025. It is being run by Epping Forest District Council. To discuss and consider if the Council would like to participate in the scheme next year, as the cost has been reduced to £80 per session.

d) Overgrown verges & hedges on Nazeing Road. To provide an update. **PW**

e) Fallen tree at Elizabeth Close. To provide an update and retrospectively approve the cost of £795 for the work to remove the fallen tree.

f) Electricity supply for the office. No further quotes were received, so the Council have remained with e-on next on a 1-year fixed term basis.

g) To note that the old play equipment has been removed from Bumbles Green and Pound Close and that J&R Haulage donated soil for re-seeding at Pound Close.

24/162. Blinds for the Office.

{5}

To discuss and consider the quotations for the installation of blinds in the office, details circulated to Cllrs.

24/163. Proposed Sports Facility in Nazeing.

{10}

A client of The Planning Consultancy Ltd is interested in providing a sports/recreation facility as part of the planning application. To discuss and consider if the Council have a preference for the type of facility that could be included.

24/164. Bumbles Green Working Group and Playgrounds. PW

{20}

a) To consider the proposal that the Elizabeth Close playground refurbishment is included within the Bumbles Green working group, to enable economy of scale and thereby resulting in better value for money.

b) To provide an update on:

- i) Elizabeth Close playground refurbishment
- ii) Bumbles Green playground
- iii) Bumbles Green working group.

24/165. Neighbourhood Plan or Neighbourhood Planning Statement. DJ

{10}

To discuss and consider if the Council do want to implement a Neighbourhood Plan or Neighbourhood Planning Statement.

24/166. Pavement Licensing Policy Consultation.

{15}

To consider if the Council would like to make any representations on the Pavement Licensing Policy. Details circulated to Cllrs. Comments required by 30/09/24.

24/167. Epping Town Council Neighbourhood Plan Consultation.

Link to details [Consultation](#). To consider if the Council would like to make any representations using the response form, on the Epping Town Council Neighbourhood Plan. Details circulated to Cllrs. Consultation closes 21/10/24.

24/168. Essex Local Nature Recovery Strategy Public Consultation.

The draft strategy sets out a new vision for natural spaces and Essex County Council are seeking Council's and the public's views. Link to [Consultation](#) To consider if the Council would like to make any representations on the Essex Local Nature Recovery Strategy. Details circulated to Cllrs. Consultation closes 25/10/24.

24/169. Reports from Councillors; attendance at other meetings/events.

24/170. 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.

24/171. Items for the next agenda.

24/172. Date of next meeting of Full Council. 24th October 2024

24/173. To formally close the meeting: By the Chairman.

Signed *Lorraine Ellis* (Parish Clerk)

Date 20th September 2024

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