



Notice is hereby given that a meeting of the Full Council will take place on Thursday 28th November 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

24/251. Welcome and Introductions: By the Chairman. {2}

24/252. Apologies for absence: To note any apologies received.

24/253. Public participation in relation to items on the agenda: {10}
To note and record any made.

24/254. Declarations of Interest: To note and record any declarations made.

24/255. Approval and Signing of Minutes.

To approve the minutes of the Full Council meeting held on 24th October 2024.

24/256. Committee Meeting Minutes.

To note the minutes of the Personnel Committee meeting held on 20th July 2022.

24/257. Review of Declarations of Interest. {2}

Cllrs to review & update their declarations of interest if necessary, by 06/12/24.

24/258. Planning Application EPF/2148/24 Leaside, Sedge Green. {3}

The applicant would like the opportunity to address the concerns raised at the Council's meeting of 14/11/24.

24/259. Planning Applications: DJ To consider the following application: {2}

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

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

(a) **Application No:** [EPF/2267/24](#)

Officer: Caroline Brown

Site Address: Between Meadgate Road and Dobbs Weir Road through parkland close to Nazeing Mead North Lagoon

Proposal: Application for approval of details reserved by condition 3 'Secure by Design', condition 5 'Monitoring and Management of Ecological Assets', condition 6 'Enhancement of Ecological Value' and condition 8 'Car Parking' on planning permission EPF/1498/23 (Development of a new section of the Lee Valley Pathway on land between Meadgate Rd and Dobbs Weir Rd).

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

- 24/260. Financial Matters:** {10}
- a)** To consider accounts for payment. To note receipts and to authorise payment of accounts. To approve the Financial Summary for November 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 second quarterly budget report for 2024/25.
 - e)** To consider and approve the second quarterly reconciliation and Trial Balance reports for 2024/25, following Cllr Elton's review.
 - f)** To note that the instant access savings account and the 12-month fixed term deposit account (maturity date 07/11/25) have been opened with Unity Trust Bank.
 - g)** To consider the purchase of a fireproof safe for the storage of Council documents and how to fund it (ref Risk Management action plan item 004/1.11).

- 24/261. Clerks Action Log.** {5}
- a)** Registration of the Title of the Land at Nazeing Common / Bumbles Green. To provide an update. **DJ**
 - b)** Document circulated to Cllrs. Clerk to answer any questions.

- 24/262. Council Projects.** {5}
- Council Project List document circulated to Cllrs. To consider if any changes are required to the document.

- 24/263. Amenity Matters.** {10}
- a)** To discuss and consider if some traffic calming Speed Indicator Devices could be installed before the dangerous S bend on Middle Street, by Sturtsbury Farm. **AJ**
 - b)** The Salt Bag partnership scheme. Salt bags have been delivered by Essex Highways. To consider the purchase of two salt bins at a cost of £480.68 + VAT, to be located at Bumbles Green and Elizabeth Close. **JW**
 - c)** Christmas Tree. To provide an update. **JW**
 - d)** To consider the proposal from Lee Valley Regional Park Authority for the fence & hedge between Elizabeth Close and Clayton Hill.

- 24/264. Publication Scheme.** {5}
- To review and approve the Publication Scheme, document circulated to Cllrs.

- 24/265. Bumbles Green Working Group. PW/SB** {10}
- To provide an update on:
- i) Elizabeth Close playground refurbishment
 - ii) Bumbles Green playground and fitness area
 - iii) Bumbles Green community hall.

- 23/266. Precept 2025/26.** {20}
- a)** To discuss and consider any new expenditure required for the new financial year, to enable it to be included in the first draft of the Precept.
 - b)** To agree date in January, to review budgets and draft Precept.

- 24/267. Correspondence:** {10}
- a)** Neighbourhood Planning. Rural Community Council of Essex and Essex County Council are holding a joint training session on 12/12/24. Cllrs to confirm by 05/12/24 if they would like to attend the session.

- b)** Creation of community fruit orchard has been raised by a resident. To discuss and consider the proposal and agree any next steps.
- c)** Remote Meetings Consultation. To consider if Cllrs would like to respond to the consultation, via the online survey. Details circulated to Cllrs. Comments required by 19/12/24.
- d)** Transport meeting 04/12/24 – drop-in session. To consider if anyone would like to attend. Details circulated to Cllrs.
- e)** Harlow Council Climate Change Strategy Consultation. To consider if the Council would like to make any representations on the Climate Change Strategy, or via an online questionnaire. Details circulated to Cllrs. Consultation closes 20/12/24.

24/268. Reports from Councillors; attendance at other meetings/events.

24/269. 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.

24/270. Items for the next agenda.

24/271. Date of next meetings of Full Council. 12th and 19th December 2024

24/272. Exclusion of public and press. To exclude public and press if necessary. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

24/273. Staff Annual Salary Reviews: MOC/JW {20}

- a)** To consider the recommendation of the Personnel Committee regarding the annual review of the Assistant Clerks salary.
- b)** To consider the recommendation of the Personnel Committee regarding the annual review of the Clerks salary.

24/274. Cover in the Office: MOC/JW

To consider the recommendation of the Personnel Committee that the Assistant Clerk will work in the office on a Thursday 10am to 4pm instead of on a Tuesday, to increase cover in the office. The Clerk will continue to work in the office on a Tuesday. Both employees will work in the office on a Friday. This will be trialled for six months from January 2025 and will be reviewed after three months.

24/275. Payment of Employee Salaries: JW

To consider the recommendation of the Personnel Committee to remove the standing order and only have the direct credit payment for employee salaries.

24/276. Line Manager for the Clerk: MOC

To consider the Personnel Committee proposal that the Chairman of the Personnel Committee should be the Clerks line manager.

24/277. To formally close the meeting: By the Chairman.

Signed *Lorraine Ellis* (Parish Clerk)

Date 22nd November 2024

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