



Notice is hereby given that a meeting of the Full Council will take place on Thursday 28th August 2025 at 7.30pm 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

25/116 Welcome and Introductions: By the Chairman. {5}

25/117 Apologies for absence: To note any apologies received.

25/118 Public participation in relation to items on the agenda: To note and record any made.

25/119 Declarations of Interest: To note and record any declarations made.

25/120 Approval and Signing of Minutes:

To approve the minutes of the Full Council meeting held on 24th July 2025.

25/121 Committee Meeting Minutes:

To note the minutes of the Personnel Committee meeting held on 17th July 2025.

[Click on the Application No for a link to view related documents and plans.](#)

25/122 Planning Appeals To note that no appeals have been received.

25/123 Planning Applications (DJ) To consider the following applications: {30}

a) Application No: [EPF/1416/25](#) **Officer:** Robin Hellier

Site Address: Shottentons Farm, Pecks Hill, Nazeing, Waltham Abbey, EN9 2NY

Proposal: TPO/EPF/28/98 T2: Oak - Fell and replace, as specified. T6: Oak - Fell and replace, as specified.

b) Application No: [EPF/1157/25](#) **Officer:** Sukhvinder Dhadwar

Site Address: Lakeside Nursery, North Street, Nazeing, Waltham Abbey, EN9 2NW

Proposal: Proposed replacement of existing building with two buildings for Class B8 use.

c) Application No: [EPF/1251/25](#) **Officer:** Yee Cheung

Site Address: 2 Cranbourne Cottages, Nazeing Common, Nazeing, Waltham Abbey, EN9 2SH

Proposal: Proposed New Detached Dwelling.

d) Application No: [EPF/1402/25](#) **Officer:** Mohinder Bagry

Site Address: Byrneville, Back Lane, Nazeing, Waltham Abbey, EN9 2RS

Proposal: Construction of replacement garage/gym with less volume/mass after demolition of existing garage/stable.

e) Application No: [EPF/1403/25](#) **Officer:** Alex Sadowsky

Site Address: Lakeside Nursery, Paynes Lane, Nazeing, Waltham Abbey, EN9 2EU

Proposal: Prior approval for partial change of use of areas of glasshouse to flexible commercial use.

f) Application No: [EPF/1369/25](#) **Officer:** Kelly Sweeney

Site Address: St Lawrence Farm, Waltham Road, Nazeing, Waltham Abbey, EN9 2LU

Proposal: Change of Use from Agricultural to Mix Use B8 Storage and Agricultural Use.

g) Application No: [EPF/0858/25](#) **Officer:** Rhian Thorley

Site Address: Valley View, Colemans Lane, Nazeing, Waltham Abbey, EN9 2EA

Proposal: Proposed replacement outbuilding.

h) Application No: [EPF/1627/25](#) **Officer:** Caroline Brown

Site Address: Leaside, Sedge Green, Nazeing, Waltham Abbey, EN9 2PA

Proposal: Variation of Condition 9 vehicle weight of EPF/2148/24 - (Erection of 2 Additional Warehouse Units for Class E(g)(iii) Light Industry and B8 Storage and Distribution Use).

i) Application No: [EPF/1231/25](#) **Officer:** Alex Sadowsky

Site Address: Oaklands, Middle Street, Nazeing, Waltham Abbey, EN9 2LH

Proposal: Demolition of the existing dwelling house and the reconstruction of a new dwelling house in its place.

j) Application No: [EPF/1626/25](#) **Officer:** Caroline Brown

Site Address: Leaside, Sedge Green, Nazeing, Waltham Abbey, EN9 2PA

Proposal: Variation of Condition 9 vehicle weight of EPF/2587/22 - (Erection of 10 Warehouse Units for B1 and B8 use (revised application EPF/1334/22)).

k) Application No: [EPF/1625/25](#) **Officer:** Caroline Brown

Site Address: Leaside, Sedge Green, Nazeing, Waltham Abbey, EN9 2PA

Proposal: Variation of Condition 3 vehicle weight of EPF/2319/14 - (Demolition of existing nursery/commercial buildings and erection of 17 no. B1/B2/B8 commercial units with ancillary parking).

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 E: appcomment@eppingforestdc.gov.uk

25/124 Other Applications (DJ) To consider the following:

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

a) Application No: [EPF/1409/25](#) **Officer:** Mohinder Bagry

Site Address: 161, Old Nazeing Road, Nazeing, Waltham Abbey, EN10 6QT

Proposal: Certificate of Lawful Development for a Proposed Loft conversion with side-facing dormers, and a single-storey side extension.

b) Application No: [EPF/1361/25](#) **Officer:** Muhammad Rahman

Site Address: Land to the South & East of the former Chimes Garden Centre, Nazeing EN10 6RJ

Proposal: Reserved matters application following Outline Application EPF/2601/22 (allowed on appeal). Reserved matters are for appearance, layout, scale and landscaping limited to self-build plots 2, 3, 4,10).

c) Application No: [EPF/1370/25](#) **Officer:** Muhammad Rahman

Site Address: Land to the South & East of the former Chimes Garden Centre, Nazeing EN10 6RJ

Proposal: Reserved matters application following Outline Application EPF/2601/22 (allowed on appeal). Reserved matters are for appearance, layout, scale and landscaping limited to 4 Affordable houses).

d) Application No: [EPF/1400/25](#) **Officer:** Caroline Brown

Site Address: The Firs, Epping Road, Nazeing, Waltham Abbey, EN9 2DH

Proposal: Certificate of Lawful Development for a Proposed single storey rear extension.

e) Application No: [EPF/1350/25](#) **Officer:** Kelly Sweeney

Site Address: Burnt Hall, Middle Street, Nazeing, Waltham Abbey, EN9 2LG

Proposal: Approval of Details Reserved by condition 5 of EPF/0377/25 (Relocate vehicle entrance to improve safety. Widen existing pedestrian gate to form new vehicle entrance).

f) Application No: [HPF/1677/25](#) **Officer:** Klajdi Koci

Site Address: 104, Western Road, Nazeing, Waltham Abbey, EN9 2QQ

Proposal: Certificate of Lawful Development for proposed single storey rear extension.

25/125 Financial Matters:

{10}

a) To consider accounts for payment. To note receipts and to authorise payment of accounts. To approve the Financial Summary for August 2025, 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 the amended Financial Summary for July, with changes to item to 25/091.

e) To note the transfer of £100,000 from the Barclays Premium account to the Unity Bank instant access, further to July Item 25/093 e). Further, new accounts have been requested with Unity Trust Bank and Rugby & Hinckley Building Society. Nominated Councillors to sign application form.

f) To consider and approve the first quarterly budget report for 2025/26.

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

25/126 Clerks Action Log:

{5}

Document circulated to Cllrs. Clerk to answer any questions.

25/127 Land at Entrance to Elizabeth Close (DJ):

To provide and update and discuss next steps.

25/128 Amenity Matters

{10}

a) Knee high railing at Bumbles Green verge by playing field. Clerk to provide an update.

b) Additional waste bin at Elizabeth Close (PD). To consider the quotations, sent separately.

c) Consider the quotation from AT James Plumbing (sent separately) to weatherproof the external water supply to the Parish office.

d) Replacement of the noticeboard at the surgery, North Street (PD). To consider the quotation (sent separately).

e) To note that Conservation/Maintenance is to be carried out at The Triangle nature reserve on 4th September, at a pre-agreed cost of £450 + VAT.

f) Cleaning of the Nazeing map at the Parade (PD). To consider the quotation (sent separately).

25/129 Parking at Bumbles Green (CS)

{10}

To discuss the proposal from Multi Group to lease parking spaces within the car park at the Bumbles Green. Leisure Centre.

25/130 Security of Nazeing Parish Office

{10}

To consider the quotations (sent separately) for additional security measures at the parish office.

25/131 Councillor Identification Badges (PD)

To consider the proposal and draft policy (sent separately) for identification badges to be worn by Councillors and staff.

25/132 Councillor Training

{5}

To consider the request for Cllr Dixie to attend the NALC virtual training event, Planning For The Future: Navigating the New Planning Framework (29/10/25) at £35 + VAT.

25/133 Working Group Updates (PW)

{5}

- i) To provide an update on Elizabeth Close and Bumbles Green playground projects: (including parking; snagging issues and signage).
- ii) To provide an update on the opening events.
- iii) To provide and update on the Bumbles Green community hall project.

25/134 Correspondence.

{10}

- a) To consider the request received from the consortium working on proposals for the area north and south of Water Lane, Harlow, for their project team to meet with the Parish Council (email sent separately).
- b) To consider the emailed request from residents (sent separately) to install 'no fly tipping' signs in Hoe Lane. Discuss and consider next steps.
- c) To consider the Councils participation in the Draft Community Infrastructure Levy Charging Schedule Consultation (details sent separately). Closing date Tuesday 9th September.

25/133 Reports from Councillors: attendance at other meetings/events.-

{5}

25/134 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.

- a) To note that the second phase of consultation on Essex Highways strategy 'A Better Connected Essex' is now live and will run until Wednesday 24th September. To view the strategy and give your feedback please visit <https://consultations.essex.gov.uk/essex-highways/better-connected-essex/>
- b) To note the launch of the Public Consultation on Supported Local Bus Services by Essex County Council. Residents are encouraged to complete the online survey by 27th October at <https://consultations.essex.gov.uk/iptu/localbus2025> Paper copies are available from the Parish Council office.

25/135 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.

25/136 New Appointments (MO/JH)

{10}

- a) To consider and agree the new contracts of employment for the Clerk and Assistant Clerk (sent separately).
- b) To note auto-enrol pension requirements and agree that the Assistant Clerk is to be enrolled in the Local Authority Pension Scheme, with effect from her start date, postponed until 1st November.

25/137 Items for the next agenda.

{5}

25/138 To formally close the meeting (SB): Noting the date of the next meeting as 25th September, 7.30pm.

Signed *Katie Fletcher* (Parish Clerk)

Date: 22nd August 2025

Tel: 01992 893012 email: council@nazeingparishcouncil.org