



Notice is hereby given that a meeting of the Full Council will take place on Thursday 23rd October 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

25/202 Welcome and Introductions: By the Chairman.

25/203 Apologies for absence: To note any apologies received.

25/204 Public Session:

{10}

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

25/205 Public participation in relation to items on the agenda: To note and record any made.

25/206 Declarations of Interest: To note and record any declarations made.

{10}

25/207 Approval and Signing of Minutes:

To approve the minutes of the Full Council meeting held on 25th September 2025.

25/208 Committee Meeting Minutes:

To note the minutes of the Personnel Committee meetings held on 31st July 2025.

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

25/209 Planning Applications (DJ) To consider the following applications:

{20}

a) Application No: [EPF/2024/25](#) **Officer:** Suleman Uddin

Site Address: 1, Pecks Hill, Nazeing, Waltham Abbey, EN9 2NX

Proposal: Removing existing front boundary wall and replacing with front boundary brick pier wall with railings.

b) Application No: [EPF/1991/25](#) **Officer:** Caroline Brown

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

Proposal: Listed building consent for demolition of later single storey extension and conservatory and erection of two storey barn style extension, accessed by glazed link.

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

25/210 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/2064/25](#) **Officer:** Muhammad Rahman

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

Proposal: Application for approval of details reserved by Condition 9 'Details of Landscaping' and Condition 11 'Landscape Management Plan' on planning permission EPF/1351/18 (Demolition of site buildings and redevelopment to provide 33 new homes).

b) Application No: [EPF/2085/25](#) **Officer:** Sukhvinder Dhadwar

Site Address: Glenholme Nursery, Nursery Road, Nazeing, Waltham Abbey, EN9 2JF

Proposal: Certificate of Lawfulness for Existing Mixed Use of Land and Buildings for Class B8 (Storage or Distribution Centre) Purposes and the Parking of Motor Vehicles.

c) Application no: [EPF/2092/25](#) **Officer:** Yee Cheung

Site Address: Howards Nursery, Epping Road, Nazeing, Waltham Abbey, EN9 2DH

Proposal: Approval of Details Reserved by Condition 15 Construction Method Statement of EPF/0342/25 (Removal of existing green houses and storage buildings and construction of two detached dwellings with associated car ports and garden areas).

25/211 Financial Matters: {10}

a) To consider accounts for payment. To note receipts and to authorise payment of accounts. To approve the Financial Summary for October 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 that the banking mandates have been amended to remove Cllr Judge.

25/212 Annual Governance and Accountability Return (AGAR) 2024/25:

To note the external auditor has signed off the AGAR with two 'except for' comments, the second of which has been requested to be removed, plus one comment raised for the attention of the Council. The Conclusion notice and Sections 1, 2 & 3 was published on the noticeboard and website (26/09/25), copy circulated.

24/213 Grant Applications – Working Group. {5}

To consider and agree members of a working group for review of grant applications and the Grant Awarding policy.

25/214 Clerks Action Log: {5}

Document circulated to Cllrs. Clerk to answer any questions.

25/215 Policies (JH/MO): {10}

a) To consider the proposed draft Sickness & Absence Policy (sent separately).

b) To consider the proposed draft ID badge policy (sent separately).

c) To consider the amended Social Media Policy (sent separately). Administration volunteers needed.

d) To consider the amended General Privacy Notice (sent separately), which is due a standard review.

e) To discuss whether to adopt a co-option policy and agree next steps (PD).

25/216 Amenity Matters: {5}

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

b) To discuss the proposed red lines at Bumbles Green (PD).

25/217 Village Partnership (PD/PW): {5}

To provide an update.

25/218 Working Group Updates (PW): {10}

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

25/219 Reports from Councillors: attendance at other meetings/events- {5}

25/220 Communication Items {5}

- a) To discuss the communication received from resident regarding the sale of land in Paynes Lane (sent separately).
- b) To consider the email from Transport Made Simple regarding Essex County Councils Love Your Bus initiative (sent separately).

25/221 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.

25/222 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.

25/223 Clerks Yearly Appraisal and Pay Review (JH/MO): {10}

Personnel Committee to report on the Clerks Annual Appraisal and make a recommendation.

25/224 Items for Next Agenda {5}

25/225 Chairman to formally close the meeting: Noting the dates of the next meetings: proposed as 13th and 27th November.

Signed *Katie Fletcher* (Parish Clerk)

Date: 17th October 2025

Tel: 01992 893012 email: council@nazeingparishcouncil.org