



NAZEING PARISH COUNCIL

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Notice is hereby given that a meeting of the Full Council will take place on Thursday 18th December 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

25/288 Welcome and Introductions: By the Chairman. {10}

25/289 Apologies for absence: To note any apologies received.

26/290 Reports from District and County Councillors: Reports from any Councillors present.

25/291 Declarations of Interest: To note and record any declarations made.

25/292 Approval and Signing of Minutes:

To approve the minutes of the Full Council meeting held on 27th November 2025.

25/293 Planning Applications: None received at the time of agenda issue.

25/294 Financial Matters: {10}

a) To consider accounts for payment. To note receipts and to authorise payment of accounts. To approve the Financial Summary (FS) for December 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, included in the FS, is a further invoice from A&J lighting, paid to UK Power Networks who had additional work to make safe before reconnection in Old Nazeing Road. Will request to add on to insurance claim.

e) To note, included in the FS, is purchase of new chair and foot-rest deemed for new Assistant Clerk, as determined by Display Screen / Workstation Assessment completed November 2025.

f) To note, included in the FS, is membership for the Clerk to the SLCC (Society of Local Council Clerks) as per the Training & Development policy / current objectives.

25/295 Precept for 2026/2027

To note that the Tax Base figure for 2026/2027 has now been received and is 2,229.9, a small increase on last year's figure, which was 2,212.8. This means that the agreed Precept figure of £220,000 (see Item 25/268 from the meeting on 27th November) will equate to a 6.5% rise, which in monetary terms is an increase of 12p per week (£6.02 per year) for the Parish Council element of the Council Tax for a Band D household.

25/296 Clerks Action Log:

Document circulated to Cllrs. Clerk to answer any questions.

{10}

25/297 Nazeing Together (PD/DW):

To provide an update.

25/298 Parking at Bumbles Green:

{5}

Update on the installation of knee-high railings along the verge at Bumbles Green.

25/299 Play In The Park 2026 Sessions:

To consider what sessions to select as Nazeing's preferences (details sent separately) for Easter and Summer 2026. Form to reserve sessions to be returned by 16th January.

25/300 Assistant Clerk Development Update: (MO/JH)

{10}

a) To provide an update on the Assistants Clerks development and training.

b) To consider the Assistant Clerk attending the following training courses provided by EALC, to include her time and travel expenses where appropriate:

i) Roles and Responsivities (24/2/26 – half day/Chelmsford) at £84 + VAT.

ii) Minutes and Agendas (22/4/2026 – half day/Saffron Walden). Price to be confirmed but likely similar to above.

iii) Standing Orders (28/4/26 – half day on-line). Price to be confirmed but likely similar to above.

25/301 Working Group Updates (PW):

{5}

To provide and update on the Bumbles Green community hall project.

25/302 Councillor Surgery (SB)

{5}

To provide feedback from the Surgery held on the 29th November 2025.

25/303 Reports from Councillors: attendance at other meetings/events-

{5}

25/304 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.*

25/305 Items for Next Agenda

{5}

25/306 Chairman to formally close the meeting:

Noting the dates of the next meetings as 8th and 22nd January 2026.

Signed: *Katie Fletcher* (Parish Clerk)

Tel: 01992 893012 email: council@nazeingparishcouncil.org

Date: 12th December 2025