



Notice is hereby given that a meeting of the Full Council will take place on Thursday 23rd April 2026 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

25/458 Welcome and Introductions: By the Chairman.

25/459 Apologies for absence: To note any apologies received.

24/460 Public Session: {10}
An opportunity for members of the public to raise any matters with the Council.

25/461 Public participation in relation to items on the agenda: To note and record any made.

25/462 Reports from District and County Councillors: Reports from any Councillors present. {5}

25/463 Declarations of Interest: To note and record any declarations made.

25/464 Approval and Signing of Minutes:
To approve the minutes of the Full Council meeting held on 26th March 2026.

25/465 Planning Appeal Changes {5}
To consider the changes advised by EFDC, that came into effect on 1st April and discuss any implications to the Parish Council response procedures.

25/466 Planning Appeals (DJ): To consider the following appeal: {15}
Appeal Ref: 6006514 **Original Application No:** [EFDC Application Details EPF/1290/25](#)
Response by 15/05/2026 Procedure: Written Representations
Site Address: Cws Nursery, Hoe Lane, Nazeing, Waltham Abbey, EN9 2RJ
Description: Retention of Buildings for Office E(G)i and E(G)iii Light Industrial and Retention of B8 Use Yard including for Horticultural Use for Temporary Period of Three Years.

25/467 Planning Applications (DJ): To consider the following (comments due by 11th May):
a) Application No: [EFDC Application Details EPF/0721/26](#) **Officer:** Caroline Brown
Site Address: Nazeing Park Cottage, Back Lane, Nazeing, Waltham Abbey, EN9 2RS
Proposal: Removal of side extension and rear conservatory later additions and replacement with single storey side and rear extensions incorporating first-floor accommodation within the roof space.

b) Application No: [EFDC Application Details EPF/0759/26](#) **Officer:** Suleman Uddin
Site Address: Lilybank, Riverside Avenue, Nazeing, Waltham Abbey, Broxbourne, EN10 6RB
Proposal: Single storey rear extension with flat roof & lanterns & new gates & wall at front.

c) Application No: [EFDC Application Details EPF/0722/26](#) **Officer:** Caroline Brown

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

Proposal: Grade II Listed building consent for removal of side extension and rear conservatory later additions and replacement with single storey side and rear extensions incorporating first-floor accommodation within the roof space.

The public can comment online by following above links or by post to: The Director of Planning, Epping Forest District Council, Civic Offices, 323 High Street, Epping, Essex CM16 4BZ.

25/468 Other Applications: To consider the following (DJ):

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

Application No: [EFDC Application Details EPF/0730/26](#) **Officer:** Alex Sadowsky

Site Address: The site of the former location of the Chimes Garden Centre, Old Nazeing Road EN10 6RJ

Proposal: Approval of Details Reserved by Condition 2 Landscaping (for retirement apartments only) of EPF/2601/22 (Outline application for the redevelopment of the site to provide up to 52 later living apartments (Extra Care Housing) incorporating a convenience shop and café (use class E); 13 retirement cottages (Extra Care Housing); 10 self-build & custom build houses; 4 affordable houses, open space, bowling green, children's play area and improved local bus service; all matters reserved except access).

25/469 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 April 2026, 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 final quarterly budget report for 2025/26.

e) To consider and approve the final quarterly reconciliation and Trial Balance reports for 2025/26, following Cllr Elton's review.

f) To consider and approve the level of reserves (General and Earmarked Funds) to be carried forward to the next financial year.

g) To review and approve the variable Direct Debits and standing orders for the Council, as per the Council's Financial Regulations.

25/469 IT Policy {5}

To consider the adoption of the amended draft IT Policy (sent separately), which is required for compliance with Assertion 10.

25/470 Registration of Land at Bumbles Green

To note that the Registration has been completed and the final invoice submitted for payment, details sent separately.

25/471 Parish Council Address and Post Code (Clerk) {10}

To consider the letter from Royal Mail, sent separately, in relation to the current address officially recorded for the Parish Council.

25/472 Increase in Countrycare Fees

To note an increase from £450 to £468 + VAT per day for EFDC charges for conservation works at the Nazeing Triangle. Agreed at 2 days per year (notification letter sent separately).

25/473 Rialtas Subscription Upgrade (Clerk) {10}

To consider the upgrade of the Parish Councils accountancy package, to an on-line version which will provide greater stability of access and allow 5 users. Details sent separately.

25/475 Risk Management Policy and Risk Register Document.

{5}

The Risk Management Policy and Risk Register document and the Action Plan are due to be reviewed and updated for 2026/27 (previous version sent separately). To consider two Cllrs reviewing the documents on behalf of the Council.

25/476 Clerks Action Log: Document circulated to Cllrs. Clerk to answer any questions.

{10}

25/477 Amenities

a) Speed Signs (PD) To discuss the information circulated and decide next steps.

b) Surfacing Elizabeth Close Access (PW) To provide an update and discuss next steps.

25/478 Play In The Park

{5}

To review the feedback from the Easter sessions, email sent separately.

25/479 Neighbourhood Plan Update (PW/PD)

{5}

To discuss potential next steps. See documents sent separately.

25/480 Nazeing Together (PD):

{10}

To provide an update.

25/481 Working Group Updates (PW):

{5}

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

25/482 Reports from Councillors: On attendance at other meetings/events.

{5}

25/482 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) The Treasure Trove Project EFDC Community Champions have announced the launch of a pilot scheme to help residents stay digitally connected with friends and family, no matter the distance. They are offering FREE small group sessions at Hyde Mead House to all local people to show how to use on-line technology to reduce loneliness and make life easier. Full details and dates are on our website or call Lorraine 07971977576 / Nigel 07855031385.

b) Rooting for Wildlife Funding Scheme Affinity Water have launched their 2026 community funding scheme. The scheme supports projects that protect and improve biodiversity across their supply area. Community groups, charities, schools, landowners, businesses and individuals can apply for funding of up to £5,000, along with volunteer support from Affinity Water colleagues. See [Affinity Waters website](#) for more details of criteria and how to apply.

25/483 Items for Next Agenda

{5}

25/484 Chairman to formally close the meeting:

Noting the dates of the next meetings as 14th and 28th May, with the second date being the Annual Parish Meeting, starting at 7pm, followed by the Annual Parish Council Meeting.

Signed: *Katie Fletcher* (Parish Clerk)

Date: 17th April 2026

Tel: 01992 893012 email: council@nazeingparishcouncil.org