



## NAZEING PARISH COUNCIL

**Notice is hereby given that a meeting of the Full Council will take place on Thursday 23<sup>rd</sup> July 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](mailto: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

26/095 Welcome and Introductions: By the Chairman.

26/096 Apologies for absence: To note any apologies received.

26/097 Public Session: An opportunity for members of the public to raise any matters with the Council.

26/098 Public participation in relation to items on this agenda: To note and record any made.

26/099 Reports from District and County Councillors: Reports from any Councillors present. {5}

26/100 Declarations of Interest: To note and record any declarations made.

26/101 Approval and Signing of Minutes:

a) To approve the minutes of the A Full Council (Finance) meeting held on 25<sup>th</sup> June 2026.

b) To note the minutes of the Personnel Committee Meeting held on 24<sup>th</sup> April 2026.

26/102 Planning Applications (DJ): To consider the following: {10}

**a) Application No:** [Epping Forest Application Details EPF/1311/26](#) **Officer:** Klajdi Koci

**Site Address:** Carlton Farm, Middle Street, Nazeing, Waltham Abbey, EN9 2LH

**Proposal:** Erection of agricultural barn.

**b) Application No:** [Epping Forest Application EPF/1104/26](#) **Officer:** Yee Cheung

**Site Address:** 2 Queens Cottages, Back Lane, Nazeing, Waltham Abbey, EN9 2RR

**Proposal:** Retrospective application for replacement entrance gates, new brick piers, access driveway for gas delivery and sewerage waste remove (HGV lorries of gross laden weight up to 28 tonnes) and rerouting of gravel driveway to existing garage.

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.

26/103 Other Applications:

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

**Application No:** [Epping Forest Application Details EPF/1330/26](#) **Officer:** Caroline Brown

**Site Address:** Meadgate Works, Meadgate Road, Nazeing, Waltham Abbey, EN9 2PD

**Proposal:** Approval of Details Reserved by Condition 6 Construction Method Statement of EPF/1330/24 Allowed on Appeal (Installation of hardstanding for use of land immediately to the east of Meadgate Works for a mix of Class B2 (general industrial) and Class B8 (storage and distribution) use with associated hard and soft landscaping; new planting and other soft landscaping on land immediately to the north of Meadgate Works; and the provision a new north–south pedestrian / bicycle route to the east of the North Lagoon).

26/104 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 July 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 first quarterly budget report for 2026/27 (sent separately).
- g) To consider and approve the first quarterly reconciliation and Trial Balance reports for 2026/27, following Cllr Elton’s review.
- e) To review and readopt the Councils Financial Regulations Version 3.2 (no changes) for a further year.

26/105 Office Electricity: Clerk {5}

- a) To consider the quotations (see email) for the electricity supply for the office, as the fixed contract is due to end on 27/08/2026.

26/106 Clerks Action Log: Document circulated to Cllrs. Clerk to answer any questions. {5}

26/107 Structural Inspection of Street Lights: Clerk {10}

- a) To note the survey report has been received from Electrical Testing Ltd (defect list sent separately).
- b) To note that two lights deemed unsafe have already been removed and a quotation to replace them is awaited. A further 3 lights are deemed structurally unsound and removal and replacement will be pursued.
- c) To consider the quotation for 21 electrical defects to be repaired by testing company, sent separately.
- d) To note that the remaining 40 defects identified are the duty of UK Power Networks and they have been notified.

26/107 Annual Inspection Report of Play Areas: Clerk {10}

- a) To note the 2026 Annual playground inspection Reports have been received from RoSPA.
- b) To review the summary Findings List, sent separately, and discuss next steps.
- c) To consider the quotation from HAGS for taking over both the annual and Operational inspections, proposed quarterly, with weekly inspections currently undertaken by the Groundsman.

26/108 Annual Tree Survey: Clerk {10}

- a) To note the annual tree survey report, sent separately.
- b) To consider the quotations for addressing the infestations of Oak Processionary Moths.
- c) To consider the quotations for addressing the other remedial tree works identified in the report.

26/109 Review of Council Website: (PW/PD)

To discuss the outcome of the demonstration from Aubergine and to consider next steps.

26/110 Village Centre: {15}

- a) Nazeingbury Parade (PD) To consider the poor condition of the Nazeingbury Parade (including the damaged car park surface, which is Essex Highways responsibility) and the impact on the centre of the village. To discuss and consider possible courses of action, including the potential funding of the re-lining of the Parade’s single disabled parking bay at a cost of £440 + VAT. This would be an enforceable parking restriction.

**b) Land at the Entrance of Elizabeth Close (PW)** The area has now been cleared of overgrown weeds and waste items. i) To consider the quotations for tree works to open up the area so that its potential use can be considered (quotes sent separately); ii) To consider urgent management of non-native invasive species on bank of brook.

**c) Additional Litter Collections During Summer Holidays** To consider whether to instruct additional collections for the month of August.

26/111 Councillors Surgery: **(PW)** {5}

To provide feedback on the surgery event held on Saturday 18<sup>th</sup> July.

26/112 Neighbourhood Plan Update: **(PW/PD)** {5}

To discuss potential next steps. See documents sent separately.

26/113 Nazeing Together: **(PD)** {5}

To provide an update.

26/114 Working Group Updates: **(PW)** {10}

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

b) Elizabeth Close Access – i) To consider quotations, sent separately, for resurfacing works. ii) To consider the installation of a bollard at the entrance (see separate email).

26/115 Bumbles Green Playing Fields Site {5}

To consider the estimates for the refurbishment of the metal seating at the rear of the playing field and the metal goal posts (sent separately).

26/116 Reports from Councillors: On attendance at other meetings/events. {5}

26/117 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) **Planning Enforcement Briefing – Five Farthings, Nazeing Road** A query has been submitted to EFDC's Planning Enforcement Team regarding this site in Nazeing Road (EN9 2HU). Recent imagery appears to show vehicles being stored on an adjacent field that was previously empty. Local residents have also reported that the field is being used for vehicle parking, that structures may have been erected, and that rubbish is being deposited onto the access road to Clayton Hill Park. These reports have not been independently verified. Concerns have also been raised that vehicles associated with the site may be using the public car park at Nazeingbury Parade, reducing parking available for shoppers. The purpose of the enquiry is to establish whether any of these matters warrant planning enforcement investigation.

26/118 Items for Next Agenda: Specifying which meeting. {5}

26/119 Chairman to formally close the meeting: Noting the dates of the next meetings as 13<sup>th</sup> and 27<sup>th</sup> August.

**Signed:** *Katie Fletcher* (Parish Clerk)  
Tel: 01992 893012 email: [council@nazeingparishcouncil.org](mailto:council@nazeingparishcouncil.org)

**Date:** 17<sup>th</sup> July 2026