WILLINGALE PARISH COUNCIL

Clerk to the Council: C Milligan Email clerk@willingaleparishcouncil.org.uk

Notice of Full Council Meeting

You are summoned to attend the Full Council Meeting of Willingale Parish Council at The Village Hall, The Street, Willingale, Essex, CM5 0SN on **Tuesday 11th November 2025 at 8.00pm** for the purpose of transacting the following business.

C Milligan
Clare Milligan,
Clerk to the Council
5th November 2025

Chair – Cllr N Pavyer
Councillor Membership – D Stokes, L Fresco, J Bianchi, D Watson, S Bosworth and R Tilbrook.

The press and the public are cordially invited to attend.

AGENDA

25/082. Apologies for absence
To receive and agree apologies for absence.

25/083. Declarations of interests
To declare any Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests relating to items on the agenda, having regard to the Code of Conduct for Members and having taken appropriate advice before the meeting.

25/084. Minutes of the Full Council meeting
To receive and agree the minutes of the Annual Full Council meeting held on 9th September 2025.

25/085. Public Question Time
The Chair will invite questions, comments and observations from members of the public present. A maximum time of 10 minutes will be allowed.

25/086. Reports from County and District Councillors
To receive any updates and reports from the County and District Councillors.

25/087. Clerk's Report
To receive an update report from the Clerk on matters from the meeting of 9th September 2025 which are not listed as agenda items.

25/088. Police Report
To receive a report from PC Warren Shepherd.

25/089. Financial Matters
To receive the following for ratification:

a. Bank balances, reconciliations and expenditure and income reports for September 2025 and October 2025.

b. To ratify the following payments already made in September 2025 and October 2025:

HMRC September '25 - £99
Clerk's Salary September '25 - £186.74
Bank Services Chrgs - £4.25
EFDC Play in the Park - £82.50
HMRC October '25 - £85.20
Village Hall – hall hire - £32
Clerk's Salary October '25 - £156.94
Bank Service Chrgs - £4.25

c. To ratify the following payments to be made in November 2025.

HMRC November '25 - £85.20
Clerk's salary for November '25 - £165.04
Village Hall – Hall hire 11th November 2025 - £32

25/090. Planning Matters
a. Decisions by Epping Forest District Council Planning department, to note the following:

September 2025

EPF/1652/25 Rockhills Farm, Norton Heath Road, Willingale, Ongar, CM5 0QG. Approval of Details Reserved by Conditions for Materials and Joinery details of EPF/2579/22 and LB/EPF/2585/22 (Conversion of former Granary building into a self-contained annexe, and the replacement of existing C20 brick wall connecting main house and former Granary with a new glazed link). 10/09/2025 Split Delegated Decision.

October 2025

EPF/1875/25 Rockhills Farm, Norton Heath Road, Willingale, Ongar, CM5 0QG. Approval of Details Reserved by Conditions 5 of EPF/2579/22 and 4 of LB/EPF/2585/22 (Conversion of former Granary building into a self-contained annexe, and the replacement of existing C20 brick wall connecting main house and former Granary with a new glazed link). 13/10/2025 Approve Delegated Decision.

b. Planning application for consideration and comment:
EPF/1141/25 Greenacres, Silver Lane, Willingale, Essex, CM5 0QL. Retrospective permission for the use of land for the stationing of caravans for residential purposes, and dayrooms and hardstanding ancillary to that use.

25/091. Highways Matters
To discuss the bus shelter in Willingale and decide on any steps to be taken.

25/092. Internal Auditor
To discuss the options for an internal auditor for financial year 2025/26 and agree which internal auditor to engage.

25/093. Updates from Councillors and Matters for Information
To receive any updates from Councillors on any meetings, briefing or training they have attended. To receive ideas for items to be placed on future meetings.