WILLINGALE PARISH COUNCIL

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

Minutes of the Full Council Meeting.
The Council met at 8.01pm on Tuesday 11th November 2025 in The Village Hall, The Street, Willingale, Essex, CM5 0SN.

Cllr N Pavyer chaired the meeting.
Present: Councillors J Bianchi, S Bosworth, L Fresco, D Stokes and D Watson.
In Attendance: The Clerk to the Council, Clare Milligan.

25/082 Apologies for absence
Apologies were received and agreed for Cllr R Tillbrook. There were no other apologies for absence.

25/083. Declarations of interests
There were no interests declared.

25/084. Minutes of the Full Council meeting
The minutes of the Full Council meeting held on Tuesday 8th July 2025 were agreed and signed. Proposed by Cllr D Stokes, seconded by Cllr L Fresco and agreed unanimously.

25/085. Public Question Time
There were no questions, comments from the public.

25/086. Reports from County and District Councillors
There were no reports.

25/087 Clerk's Report
There was nothing to report.

25/088. Police Report
There was no report.

25/089. Financial Matters
The following were received for ratification:
a. Bank balances, reconciliations and expenditure and income reports for September 2025 and October 2025.
All bank balances, reconciliations, expenditure and income were agreed for September 2025 and October 2025. Proposed by Cllr N Pavyer, seconded by Cllr D Stokes and agreed unanimously.

b. The following payments already made in September 2025 and October 2025 were ratified:
HMRC September '25 - £99.60
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
September 2025 and October 2025 payments – Proposed by Cllr D Watson, seconded by Cllr L Fresco and agreed unanimously.

c. The following payments to be made in November 2025 were agreed:
HMRC November '25 - £85.20
Clerk's salary for November '25 - £165.04
Village Hall – Hall hire 11th November 2025 - £32
Proposed by Cllr D Stokes, seconded by Cllr N Pavyer and agreed unanimously.

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25/090. Planning Matters

a. The following decisions by Epping Forest District Council Planning department were noted:

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 hard standing ancillary to that use.
The Council discussed the application at length and it was agreed that an objection to the application should be submitted to Epping Forest District Council (EFDC). The Council felt it was an over development of the area, as well loss of greenbelt land and rural land. It was an unauthorised development, loss of hedgerows and contrary to Section (c) of Section 143 of the NPPF. It was agreed Cllr D Stokes in conjunction with the Clerk, would pull together a reply to be sent to EFDC once it had been circulated to all Councillors for comment. Proposed by Cllr N Pavyer, seconded by Cllr D Watson and agreed unanimously.

25/091 Highway Matters

A discussion took place regarding the village bus shelter and how it was in need of some refurbishment. It was agreed that shiplap for the roof, new facias and paint was required. Cllr D Stokes would approach Chandlers to see if they would donate the materials. It was agreed that if the company was unable to donate the materials a maximum of £500 could be spent. Proposed by Cllr D Watson, seconded by Cllr J Bianchi and agreed unanimously.

25/092 Internal Auditor

The Clerk advised she had approached the Clerk of Roxwell to see who they used and was just waiting to hear back from them. This will be put back on the agenda of the next meeting for a decision to be made.

25/093. Updates from Councillors and Matters for Information

Cllr S Bosworth advised the annual litter pick will take place on Saturday 28th March 2026.
Cllr D Stokes said he was waiting for an update on the affordable housing and would feed back at the next meeting.
The Annual Parish Meeting will take place on Friday 24th April 2026.

Date of next meetings

2026: 13th January, 10th March and 12th May.

There being no further business, the meeting closed at 8.51pm

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Signed:…… Chair Date:……