# WILLINGALE PARISH COUNCIL

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

**Minutes of the Full Council Meeting.**
The Council met at 8.05pm on Tuesday 14th July 2026 in The Village Hall, The Street, Willingale, Essex, CM5 0SN.

Cllr N Pavyer chaired the meeting.
Present: Councillors J Bianchi, L Fresco, D Stokes, and D Watson.
In Attendance: The Clerk to the Council, Clare Milligan, District Cllr R Balcombe and 1 member of the public.

**26/055 Apologies for absence**
Reasons for apologies were received and agreed for Cllr S Bosworth and R Tilbrook. Proposed by Cllr N Pavyer, seconded by Cllr D Stokes and agreed unanimously. There were no other apologies for absence.

**26/056. Declarations of interests**
There were no declared interests.

**26/057. Minutes of the Full Council meeting**
The minutes of the Full Council meeting held on Tuesday 12th May 2026 were agreed and signed. Proposed by Cllr J Bianchi, seconded by Cllr D Stokes and agreed unanimously.

**26/058. Public Question Time**
There were no questions, comments from the public.

**26/059. Reports from County and District Councillors**
There were no reports from the County Councillors, but Cllr R Balcombe's report was circulated.

**26/060 Clerk's Report**
There was nothing to report.

**26/061. Police Report**
There was no report

**26/062. Financial Matters**
The following were received for ratification:
**a. Bank balances, reconciliations and expenditure and income reports for May 2026 and June 2026.**
All bank balances, reconciliations, expenditure and income were agreed for May 2026 and June 2026. Proposed by Cllr N Pavyer, seconded by Cllr D Stokes and agreed unanimously.

**b. The following payments made in May 2026, and June 2026 were ratified:**
HMRC May '26 - £85.20
Defib World – Battery and Pads- £296.39
Headford Digital – Printing of WOIW – £195.14
Clerk's Salary May '26 - £173.24
Bank Service chgs - £4.25
HMRC June '26 - £85.20
Willingale Village Hall – Hall hire March and May meetings - £62
Clerk's Salary June '26 - £156.94.

**c. The following payments to be made in July 2026 were agreed:**

HMRC July '26 - £85.20
Clerk's salary for July '26 - £165.14
Village Hall – Hall hire 30th June '26 - £21 and 14th July 2026 - £28
Bank service chgs - £4.25
Aubergine – Website £598.80
Eco-hosting – Domain Renewal- £7.80
Proposed by Cllr N Pavyer, seconded by Cllr D Stokes and agreed unanimously.

8.21pm The Clerk arrived at the meeting.

A query was raised regarding the hall hire charges and the Clerk advised she thought the Council had still not been invoiced for the Parish Annual Assembly in May. The Clerk will look into this and contact the hall for the invoices.

**d. Playground Inspection Company**

A discussion took place to decide whether to engage The Playground Inspection company for 2027 at a cost of £115. It was resolved to use the same company. Cllr L Fresco, seconded by Cllr D Stokes and agreed unanimously.

**26/063. Planning Matters**

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

**May 2026**

**EPF/1951/25** Barnets, Birds Green, Willingale, Ongar, CM5 0PN Approval of Details Reserved by Conditions 6 Surface Water Disposal, 7 Contaminated Land and 8 Hard and Soft Landscaping of EPF/2968/21 (Demolition of existing building &erection of a new dwelling, with associated curtilage, off-street parking & landscaping). 06/05/2026 Split (Details Partially Approved) Delegated Decision.

**EPF/0590/26** Willow Tree Cottage, Shellow Road, Willingale, Ongar, CM5 0SP. Retrospective application for the retention of the conversion of the garage to annex to the main dwelling. 29/05/2026 Refuse Delegated Decision.

**EPF/0442/26** Greenacres, Bassetts Lane, Willingale, Ongar, CM5 0QL. Approval of Details reserved by Condition 6(i) Site Development Scheme of EPF/1138/25 (Variation to Conditions 1, 3 & 6 for APP/J1535/A/14/2225844 (A material change of use to a mixed use for purposes of agriculture and a residential caravan site at Greenacres, Bassetts Lane, Willingale, Essex CM5 0QL) - Retrospective). 29/05/2026 Refuse Delegated Decision.

**EPF/0350/26** Sawyers Farm, Wood Lane, Willingale, Ongar, CM5 0QS Front Porch, Double Garage, single storey extension to East elevation and infill to West elevation. Minor alteration to FF master bedroom layout including new door-set. 29/05/2026 Approve with Conditions. Delegated Decision

**June 2026**

**EPF/0742/26** Wardens Hall Estate, Wardens Hall, Fyfield Road, Willingale, Ongar, CM5 0QA. Approval of Details Reserved by Condition 4 Archaeology of EPF/2363/25 (Construction of swimming pool, outbuilding, shed and greenhouse. Demolish 2 sheds). 05/06/2026 Approve Delegated Decision.

**EPF/0732/26** Walnut Tree Cottage, Wood Lane, Willingale, Ongar, CM5 0QU. Approval of Details Reserved by Conditions 3 Details of existing wall construction, 4

Method Statement and 5 Details of external wall build-up of EPF/2442/25 (Grade II listed building consent for replacement render). 08/06/2026 Approve Delegated Decision.

**EPF/0806/26** Robins Wood, Birds Green, Willingale, Ongar, CM5 0PR. Proposed first floor extensions. 24/06/2026 Approve with Conditions. Delegated Decision

**26/064. Insurance**

A short discussion took place, and it was agreed to engage Zurich Insurance as the insurers for 2026/27 at a cost of £540. Proposed by Cllr N Pavyer, seconded by Cllr L Fresco and agreed unanimously.

**26/065. Updates from Councillors and Matters for Information**

Cllr N Pavyer advised he had received notification of the upcoming licensing of Rev Elizabeth Fox taking place on 7th September 2026. She will support Willingale and other local congregations. Cllr N Pavyer had been contacted by a local resident about some dead or dying trees surrounding the village sign adjacent from the Village Hall – it was agreed that this matter would be discussed in more details at the next meeting.

**Date of next meetings**

2026: 8th September and 10th November.
2027: 12th January and 9th March.

There being no further business, the meeting closed at 8.42pm

Signed:……. Chair Date:……..