WILLINGALE PARISH COUNCIL

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

Minutes of the Full Council Meeting.
The Council met at 8pm on Tuesday 8th July 2025 in The Village Hall, The Street, Willingale, Essex, CM5 0SN.
Cllr N Pavyer chaired the meeting.
Present: Councillors L Fresco, D Stokes and D Watson.
In Attendance: The Clerk to the Council, Clare Milligan, EFDC Councillor R Balcombe and one member of the public.

25/057 Apologies for absence
Apologies were received and agreed for Cllrs S Bosworth, J Bianchi and R Tilbrook. Proposed by Cllr N Pavyer, seconded by Cllr L Fresco and agreed unanimously. There were no other apologies for absence.

25/058. Declarations of interests
There were no interests declared.

25/059. Minutes of the Full Council meeting
The minutes of the Annual Full Council meeting held on 13th May 2025 were agreed and signed. Proposed by Cllr D Stokes, seconded by Cllr D Watson and agreed unanimously.

25/060. Public Question Time
There were no questions, comments from the public.

25/061. Reports from County and District Councillors
Epping Forest District Council (EFDC) Cllr R Balcombe apologised he is unable to make all the meetings. He is now the Deputy Leader of EFDC and finds it difficult to fit everything in. He advised in 2028 the Local Government Review will see the demise of Essex County Council, the Unitary Councils, District and City Councils once the new devolution process is complete. 2027 will see the shadow Councils set up running for a year and then elections will take place in 2028. At present there are two possible scenarios of either three or five new unitary councils being set up.
He advised that the roll out of the blue bin had gone extremely well but there may be further changes to bin collections and types of bins.
Cllr N Pavyer asked if EFDC could help with cameras to prevent the large amount of fly tipping that seems to be happening in Willingale at present. Cllr R Balcombe gave a contact name.

25/062 Clerk's Report
Cllr D Stokes will contact the next local Parish Council for the name of their internal auditor as Willingale has yet to appoint theirs. If this is not possible the Clerk will speak to her contact.

25/063. Police Report
Cllr N Pavyer read out the report from PC Warren Shepherd – the report advised between April and July 2025 there had been fourteen calls with two crimes being considered to have an impact on the community. During the same period in 2024 there were fourteen calls with one being considered to have an impact on the community.

25/064. Financial Matters
The following were received for ratification:
a. Bank balances, reconciliations and expenditure and income reports for May 2025 and June 2025.

All bank balances, reconciliations, expenditure and income were agreed for May 2025 and June 2025. Proposed by Cllr D Stokes, seconded by Cllr N Pavyer and agreed

unanimously.

b. The following payments already made in May 2025 and June 2025 were ratified:
Headford Digital – WOIW Printing - £199.74
Village Hall – Meeting 7th April 2025 – £19.50
HMRC June '25 - £82
Clerk's Salary June '25 - £152.92
C Rickwood (the Clerk) – Website Hosting reimbursement - £7.80
Village Hall Hire – 13th and 16th May 2025 - £67
Bank Service Chrgs - £4.25

Proposed by Cllr D Stokes, seconded by Cllr N Pavyer and agreed unanimously.

c. The following payments to be made in July 2025 were ratified:
HMRC July '25 - £82
Clerk's salary for July '25 - £161.02
Village Hall – Hall hire 8th July 2025 - £32
Skippers – Verge Cut – invoice was still pending and therefore amount not known at the time, but it was agreed to pay it. The Clerk will chase the invoice.

Proposed by Cllr L Fresco, seconded by Cllr D Watson and agreed unanimously.

25/065. Planning Matters
a. The following decisions by Epping Forest District Council Planning department were noted:

May 2025
EPF/0782/25 Telfords, Pigstye Green Road, Willingale, Ongar, CM5 0QF. Application for approval of details reserved by conditions 4 (Surface Water), 5 (Windows Size Location), 6 (Windows Materials) & 7 (Building fabric changes) on planning permission EPF/2751/22 (Change of use of existing detached outbuilding from office use.
06/05/2025 Split Delegated Decision.

EPF/0575/25 Tarrymans, Birds Green, Willingale, Ongar, CM5 0PP. Demolition of Existing Buildings and Erection of Replacement Dwelling.
09/05/2025 Approve with Conditions Delegated Decision.

EPF/0662/25 Rockhills Farm, Norton Heath Road, Willingale, Ongar, CM5 0QG. Replacement of existing C20 brick wall connecting main house and former Granary with a new glazed link.
20/05/2025 Refuse Delegated Decision.

EPF/0736/25 Rockhills Farm, Norton Heath Road, Willingale, Ongar, CM5 0QG. Listed building consent for replacement of existing C20 brick wall connecting main house and former Granary with a new glazed link.
20/05/2025 Refuse Delegated Decision.

EPF/0789/25 Barnets, Birds Green, Willingale, Ongar, CM5 0PN. Application for approval of details reserved by conditions 3 6 7 8 & 10 on planning permission EPF/2968/21 (Demolition of existing building &erection of a new dwelling, with associated curtilage, off-street parking & landscaping).
29/05/2025 Split Delegated Decision.

June 2025
None for Willingale.

b. Applications for June 2025 for consideration and decision on comments to be sent to EFDC.

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The Council discussed the following applications and agreed they had no objections or comments to make on either application.

EPF/1138/25 Greenacres, Bassetts Lane, Willingale, Ongar, CM5 0QL 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, Silver Lane, Willingale, Essex CM5 0QL).

EPF/1123/25 Robins Wood, Birds Green, Willingale, Ongar, CM5 0PR. Proposed first floor extensions above the existing single storey wings and proposed second storey extension above the main house. Proposed mansard roof and dormer windows.

25/066 Highway Matters

Cllr S Bosworth had emailed to advise he had attended Roxwell Parish Council's Planning meeting to hear about the proposed gravel pit and to see if the developers would possibly consider helping with the funding of the roof for the village hall. This was looked upon favourably and Cllr S Bosworth advised the Village Hall committee giving them a contact. Cllr S Bosworth also advised that he felt the Gravel Pit would not affect the village.

25/067 Insurance

The Clerk had circulated the renewal documents from the Council's current provider. The Clerk advised she was trying to gather other quotes. It was agreed to delegate the decision of which insurance company to go with to the Clerk in conjunction with Cllr N Pavyer as the renew date for the insurance was 18th August 2025 before the next Full Council meeting. Proposed by Cllr D Stokes, seconded by Cllr L Fresco and agreed unanimously.

25/068. Updates from Councillors and Matters for Information

Cllr D Stokes gave an update on the Affordable Housing project and advised the meeting which had been arranged in June had been well attended. There were some objections to the possible development, but it was felt that the need was great. He advised the site plan was being looked at to see if it could be adjusted slightly. Further meetings will take place.

Cllr J Bianchi had emailed to say he was no longer able to meet the Play in the Park staff from EFDC who are putting on a session at Willingale Cricket Ground on 25th July 2025 at 9am. Cllr N Pavyer advised he will try to be there.

Date of next meetings

2025: 9th September, 11th November.
2026: 13th January, 10th March and 12th May.

There being no further business, the meeting closed at 8.47pm

Signed:…… Chair Date:……..