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 September 2026 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, R Tilbrook and D Watson.
In Attendance: The Clerk to the Council, Clare Milligan, and 1 member of the public.

26/071 Apologies for absence
Apologies were received for Cllr R Balcombe (Epping Forest District Councillor) and PC W Shepherd.

26/072. Declarations of interests
Cllr N Pavyer and Cllr L Fresco declared a non-registrable interest in Steers, Pigstye Green Road and Cllr S Bosworth declared a pecuniary interest in Spains Hall. Both items were under Planning Matters. There were no other interests.

26/073. Minutes of the Full Council meeting
The minutes of the Full Council meeting held on Tuesday 14th July 2026 and the Extraordinary Full Council meeting on Tuesday 18th August 2026 were agreed and signed. Proposed by Cllr D Stokes, seconded by Cllr L Fresco and agreed unanimously.

26/074. Public Question Time
There were no questions, comments from the public.

26/075. Reports from County and District Councillors
There were no reports from the County Councillors, but Cllr R Balcombe's report was circulated. It advised EFDC would be implementing a 25% discount on garden waste collection to those receiving Council Tax support.

26/076. Clerk's Report
The Clerk reminded Councillors to fill out the new interest forms.

26/077. Police Report
The police report compared the period of June 2025 through September 2025 against June 2026 through September 2026 advising the number of calls were of a similar level, but crimes were slightly lower. The Council also spoke about incidents of youngsters with knives taking bikes off others.

26/078. Financial Matters
The following were received for ratification:
a. Bank balances, reconciliations and expenditure and income reports for July 2026 and August 2026.
All bank balances, reconciliations, expenditure and income were agreed for July 2026 and August 2026. Proposed by Cllr N Pavyer, seconded by Cllr D Watson and agreed unanimously.

b. The following payments made in July 2026, and August 2026 were ratified:
Bank Service chgs - £4.25
Aubergine New Website - £598
Enix (current Website) Hosting - £84

HMRC July '26 - £85.20
C Milligan (reimbursement of website domain) - £7.80
Zurich Insurance - £540
Clerk's Salary July '26 - £165.14
Bank Service chg - £4.25
Willingale Village Hall – Hall hire May, June and July meetings - £214
Headford Digital – WOIW printing - £195.14
HMRC – August '26 - £85.20
Clerk's Salary August '26 - £156.94
Bank service Chgs - £4.25

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

c. The following payments to be made in September 2026 were agreed:
Village Hall – Hall hire 18th August and 8th September - £56
HMRC September '26 - £85.20
Clerk's salary for September '26 - £165.14
Bank service chgs - £4.25

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

d. Reserves
A discussion took place regarding the current reserve allocation and it was agreed to increase the Play Equipment to £3,000, finger post to £2000 and remove the Community Grant line as this is factored into the budget each year. Proposed by Cllr N Pavyer, seconded by Cllr J Bianchi and agreed unanimously.

26/079. Planning Matters

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

<u>July 2026</u>
None for Willingale

<u>August 2026</u>
EPF/1281/26 Spains Hall, Spains Hall Road, Willingale, Ongar, CM5 0QE. Notification for prior approval under Schedule 2, Part 3, Class R of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the change of use of an existing agricultural building and land within its curtilage a. 19/08/2026 Approve with Conditions. Delegated Decision. Cllr S Bosworth explained class R was a change if use from Agriculture to Light Industry.

b) ENF/0012/26 Steers, Pigstye Green Road, Willingale, Ongar, CM5 0QF
Cllr N Pavyer advised he had been approached by residents regarding the increase in static caravans now on site which breached the planning regulations. He has continued to lobby this with EFDC and the local EFDC Councillor. He had been advised enforcement had spoken with the owner in May, and they have said they will respond. Retrospective planning permission was being sort. It was agreed that the Parish Council would write to EFDC about the lack of response to the Council. Cllr N Pavyer will draft a letter and circulate to all Councillors for comment. Proposed by Cllr D Stokes, seconded by Cllr D Watson and agreed unanimously.

26/080. Trees Surrounding The Village Sign

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A resident had spoken to Cllr N Pavyer and Cllr L Fresco regarding the village sign being covered by tree branches. A discussion took place and the Clerk advised against the Councillors themselves cutting back the trees as they would not be insured to do this. It was agreed Cllr D Stokes would contact EFDC and ask them to cut back the trees and remove the dead one.

8.39pm the Clerk left the meeting

26/081. Salary Scales 2026/27

A discussion took place regarding raising the Clerk's hourly rate as per the NALC pay scale increase at 3.3%. It was agreed to raise the hourly rate from £16.35 to £16.89 and to pay the back dated pay from April 2026. Proposed by Cllr N Pavyer, seconded by Cllr J Bianchi and agreed unanimously.

8.43pm the Clerk returned to the meeting.

26/082. Affordable Housing Update

Cllr D Stokes advised the housing association had written to the landowner and the most affected resident but have not received any reply and have now asked if there is any alternative land that could be considered. It was agreed the Council were still keen for a development to happen, but they were concerned that if it was not resolved soon, it could possibly mean it would not go ahead. It was agreed that Cllr D Watson would try to speak with the landowner and explain the Councils thoughts. Cllr D Stokes would contact the housing association regarding a possible further site just outside the village boundaries.

26/083. Updates from Councillors and Matters for Information

Cllrs J Bianchi and D Stokes went to Play In the Park but felt it was possibly not that well attended this year. The Clerk will ask EFDC for a report and also to look at the numbers for Fyfield. The Clerk was asked to add Neighbourhood Watch and Generating Community Power to the next agenda.

Date of next meetings

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

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

Signed:……. Chair Date:…….