WILLINGALE PARISH COUNCIL

Email clerk@willingaleparishcouncil.org.uk

Minutes of Annual Village Meeting
Held Friday 15th May 2026 – Willingale Village Hall

In attendance: Cllrs N Pavyer, S Bosworth, L Fresco, D Stokes and D Watson, the Clerk, Clare Milligan, Epping Forest District Council (EFDC) Cllr R Balcombe, two officers from EFDC Waste Management team & 48 members of the public.

1) Welcome
The meeting was opened at 7.35pm by Cllr Nick Pavyer, Chair of the Council, who welcomed everyone and thanked EFDC Cllr R Balcombe and the EFDC Waste Management officers for attending the meeting including to present on the new bins and collection cycles. Apologies were received from Cllr J Bianchi.

2) Minutes of the Annual Parish Meeting on 16th May 2025
The minutes from the meeting on 16th May 2025 were presented, proposed by Cllr N Pavyer, seconded by Cllr D Stokes and agreed unanimously.

3) Review of the Parish Council Year
Cllr N Pavyer started the evening by explaining what the Parish Council does, that it consists of seven Councillors and one member of staff, the Clerk, who works three hours a week. EFDC manage day to day things such as planning and waste/recycling and Essex County Council (ECC) manages adult social care, education, children services, highways etc.

The Annual Village meeting is a meeting for the residents giving the residents an opportunity to ask questions and make comments and is a legal requirement whether called by the Parish Council or the community. The Parish Council itself meets 6 times a year, every other month on the second Tuesday of the month and is a meeting open to the public. Residents are more than welcome to attend.

The Parish Council is a consultee on planning applications for Willingale and this year the Council had commented on five applications. The assets owned by the Parish Council consist of a defibrillator, playground and outdoor gym equipment, bin and bench, Airfield Memorial fence, Airfield Memorial information board, bus shelter, finger post and 8 x Litter Picking signs. Both the bus shelter and the playground and outdoor gym equipment regularly monitored. PC Shepherd either attends or sends a report to the Council meetings, and this year showed an overall decrease in crime by roughly 70%. Roxwell Parish Council led on an initiative of Essex Transport 'Love Your Bus' to increase the bus service for their village and asked Willingale Parish Council if they would like to join in with the application. This was agreed and the application has been successful. The residents should see additional bus services soon. The affordable housing scheme is still in progress but there were no further updates at the time of the meeting. The annual litter pick was again a great success and thanks were given to F. J Bosworth and sons for continuing to organise this event and supplying the lovely refreshments at Spains Hall Farm. There will be two free Play in the Park sessions this summer and the opportunity to book will be available soon. The finger posts around the village are being monitored and there is money in the reserves for at least one new one, possibly two.

4) Finances
The Clerk gave an overview of the Council finances. Copies of the accounts were available at the meeting for anyone who wished to have them. She explained about the precept, the grant from ECC for the verge cutting and that the Clerk's salary was one of the biggest expenses. She expressed how conscious the Council was on any increase in the precept on the community and how the Councillors make every effort to keep the rise as small as possible.

She advised that the Council had engaged a professional Internal Auditor for the financial year 2025/26 and the report from them can be seen on the website.

5) Village Groups and Organisations

Cllr D Stokes started by thanking the many village groups and organisations who were in attendance and explained they had set up information displays/tables with details about the groups, what they do, when they meet and how to join. All the groups and organisations are run by volunteers and expressed how important the volunteers were in keeping the groups going. Everyone was encouraged to take a look at the stalls as he was sure there would be something for everyone and people would be interested in joining.

6) Guest Speakers EDFC Waste Management Team

Amelia Hoke and James Warwick from the Waste Management team gave a presentation on the refuse collections and recycling that now takes place. Terra Verde Services Ltd (TVS) were the new provider, and this was wholly owned by EFDC. It was taken in house to provide a higher quality of service and for EFDC to have better control. The officers spoke about how the company works, how the operatives undertake their role and what the new collections were. The changes were something that had been called for by government and therefore EFDC had no choice but to make the changes. The officers provided a worksheet on the recycling and it can be found at the end of these minutes in appendix 1. It will also be placed on the Council website.

7) Questions from Residents

Various questions were asked including:

- Where was the nearest recycling centre. It was explained that ECC run and control the recycling centres and the nearest ones were in Ingatestone and Chelmsford.
- Are spot checks undertaken on the bins. Yes on occasions the operatives will inspect the bins. They are unable to collect any contaminated bins.
- Who's responsibility is it to replace the brown bins when they get broken by the operatives. The residents were asked to report this to EFDC, and it will be looked at and fed back to TVS.
- Why were certain houses bins collected and others not. The residents were asked to report this to EFDC and it will be looked into as this should not be the case.

Cllr N Pavyer closed the meeting at 9.12pm, thanked those who had attended and invited everyone to stay and chat and partake in the refreshments.

Signed as a true record…… Cllr……..……Date

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Appendix 1

Member Toolkit: Waste & Recycling in Epping Forest

1. Key Links

- **Epping Forest District Council – Waste & Recycling Hub**
  https://www.eppingforestdc.gov.uk/recycling-and-rubbish/
- **Love Essex – Official Essex Waste Partnership Site**
  https://www.loveessex.org/
- **Book a Recycling Centre Visit:** Love Essex Booking
- **Waste Strategy for Essex:** Download the Strategy
- **Essex Waste Partnership – Strategy & Information**
  https://www.loveessex.org/waste-strategy-essex/essex-waste-partnership

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2. FAQs

- **What goes in each bin?**
  Check what you can put in your bins
- **Blue-lidded recycling bin FAQs**
  Blue-lidded bin FAQs
- **Medical Waste Guidance**
  Medical waste disposal

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3. Response Paragraphs for Common Queries

1. Where does my general waste go?

Your general household waste (black bin) does not go to landfill. It is taken to the Indaver Energy-from-Waste facility in Braintree, where it is used to generate electricity. This process helps reduce landfill use and creates energy that goes back into the grid.

2. Where does my recycling go?

Recycling from your blue-lidded bin is taken to a Materials Recovery Facility (MRF). Here, it is sorted into separate materials such as paper, cardboard, plastics, metals, and glass. These materials are then sent on to specialist reprocessors to be turned into new products.

3. What can I do with textiles?

You can recycle textiles in several ways:

- Place them in a tied bag inside your green-lidded bin for kerbside collection.
- Donate good-quality clothing and textiles to charity shops.
- Use textile bring banks located across the district.

Please ensure textiles are clean and dry before recycling.

4. What do I do with WEEE (small electrical items)?

Small electrical items can be placed in a carrier bag on top of your bin on collection day for kerbside collection. Larger electrical items should be taken to a Household Recycling Centre (book via Love Essex) or donated if in working condition.

5. What if I have too much waste?

We do not collect extra bags placed next to your bin. If you have additional waste, you can:

- Take it to a Household Recycling Centre (booking required): Love Essex Booking
- Book a bulky waste collection via the EFDC website: Request a special collection - Epping Forest District Council
- Reduce waste where possible by recycling and using food waste collections.

6. What if I struggle with my bins?

If you are unable to move your bins due to age, disability, or health reasons, you can apply for an assisted collection. Once approved, our crews will collect and return your bins from an agreed location, such as your doorstep.

7. What if I have medical waste?

We provide a separate collection service for clinical and medical waste, including sharps. Please apply via the EFDC website to arrange this service. Do not place medical waste in your household bins for safety reasons.

8. I have too much recycling for the wheeled bins – what can I do?

Please squash bottles and cans to save space. Any cardboard that you struggle to fit in the bin, can be flattened and placed next to your blue-lidded bin on collection day.

9. What to do if I have bulky items?

You can dispose of bulky items in three ways:

- Book a bulky waste collection via the EFDC website: Request a special collection - Epping Forest District Council
- Take items to a Household Recycling Centre (booking required): Love Essex Booking
- Donate usable items to charity shops or reuse organisations.

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4. What happens to the material that is collected?

The following short videos will tell you more about what happens to the material collected from households:

- The Waste Hierarchy: Video
- What happens to your recycling and waste in Essex? Video
- What happens to your general rubbish? Video
- What happens to your electrical waste? Video
- What happens to your food waste? Video
- What happens to your garden waste? Video