48

**STANSTED MOUNTFITCHET PARISH COUNCIL FULL COUNCIL**

MINUTES of a meeting of the FULL COUNCIL held at 7.30pm on Wednesday 8th September 2021 in The Mountfitchet Exchange, Crafton Green, 72 Chapel Hill, Stansted, Essex

**PRESENT** Cllr M Caton (Chairman), Cllrs A Barnes, P Davies, A Guney, J Hogg, J Hudson,

 M Jessup, J Kavanagh, A Khan, J O’Brien, F Richards, G Sell and T Smith

**ATTENDING** Mrs Ruth Clifford – Parish Clerk

 Mrs Emma Philbrick – Trainee Deputy Clerk

 1 member of the press

 4 members of the public

 PC Sharma and PC Sampson – Agenda item 3

**146** **APOLOGIES FOR ABSENCE**

Apologies of absence were received from District Cllrs M Caton and A Dean. Apologies for lateness from County Councillor Gooding were also received as he is currently at another meeting and will attend once it has finished.

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**PUBLIC PARTICIPATION**

One member of the public addressed the meeting on the following:

Flood Warning System – Asked for an update on when the new solar powered systems would be installed. Cllr O’Brien and the Clerk gave an update.

Speed Watch – Thanked the Community Policing Team for their support on a number of occasions and advised that due to retirements, they are desperately seeking new volunteers to be able to continue. The Chairman advised that the Council’s Communications Officer would put something out on social media to promote the need for volunteers.

Highways – Asked for the Highways Sub-Committee to be convened more often. Cllr Sell addressed this.

One member of the public spoke regarding the traffic issues on Grove Hill and put an idea forward that she believed would help the issue.

Another member of the public also spoke regarding the traffic issues on Grove Hill.

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**147** **DECLARATIONS OF INTEREST -** None

**148 TO WELCOME A REPRESETATIVE FROM THE COMMUNITY POLICING TEAM TO DISCUSS ANY ISSUES OR CONCERNS**

Sargent Sharma and PC Sampson attended the meeting to discuss any issues and concerns. Sargent Sharma started off by addressing the comments made during public participation.

 He advised that they were happy to train any candidates put forward for the Community Speed watch team as they have recently done this in Elsenham but that candidates would have to be found and put forward first. He also stated that they would be happy to help come and support the team further and act as an enforcement.

 With regards to Grove Hill, they were currently in the process of prosecuting a driver who had jumped the red light based on evidence supplied by residents.

49

Cllr Sell sought clarification from Sargent Sharma on the set up of the Uttlesford Police Community Team

 Cllr Khan introduced himself and explained that he is the District Councillor for Stansted South/Birchanger. They had recently held a Saturday Surgery and a big concern that was raised was the parking on double yellow lines outside schools. He asked if patrols could be upped during school drop off and pick up times. Sargent Sharma confirmed they could attend and prosecute as they have done recently in Elsenham.

 He also advised of an issue in Burton End with construction lorries speeding through. Sargent Sharma confirmed they would arrange a presence there and asked if residents could report company names so they can be approached. Cllr O’Brien commented that the lorries were destroying the verges also.

 Cllr Sell asked what are the trends in terms of crime and had they seen any significant changes? Sargent Sharma advised that there had been no real change in the figures but where a lot of the crime before was burglaries, robber and shoplifting, these were now down and there was a rise in violence and sex offences (domestic). This information was based on crime in Stansted alone.

 There are also a lot of Catalytic convertor thefts and thefts of keyless entry cars.

 Cllr Khan asked if there was an issue with County Lines and Sargent Sharma confirmed there was. He commented that the number of warrants they were looking to issue was higher than ever in Stansted.

 With regard to schools, Sargent Sharma confirmed that drugs are an issue in secondary schools but luckily in this area it is not an issue in primary schools. PCSO Morris visits the schools and will talk to all different age groups.

**149** **TO RECEIVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 21ST JULY 2021**

 **RESOLVED** To accept the minutes of the Full Council meeting held on 21st July 2021 as a true and accurate account.

**150** **TO RECEIVE AN UPDATE ON PROGRESS SINCE THE LAST MEETING**

124 – This is in the Chairman’s report

 131 – This is being worked on and will be on the agenda for the Full Council meeting on 29th September 2021

**151** **TO RECEIVE THE CHAIRMAN’S REPORT –** Attached

 Cllr Davies asked for an update on the donations for the Afghan Refugees? He was advised that the collections had been paused as they were inundated with donations but that the British Red Cross would let Touchpoint know if and when they can start up again.

**152 TO RECEIVE A DISTRICT COUNCILLORS’ REPORT –** Attached

 Cllr Sell confirmed that the sort of projects that could be requested under the Highways Panel Scheme included repairs to footpaths, installation of footpaths, improving visibility, signage and improving road safety. Cllr Khan asked if the Twenty is Plenty could be included. It was agreed that any suggestions to be put forward would be emailed into the office before 13th October so they can be discussed at the Highways Sub-Committee meeting.

50

**153** **TO RECEIVE THE COUNTY COUNCILLOR REPORT**

Deferred until later on in the meeting when County Councillor Gooding arrives.

**154 FINANCE**

**a) To approve the list of payments**

The list of payments was circulated to members ahead of the meeting. The Clerk asked for permission to add an invoice from D Honour & Sons to the list as this had been missed and was for the repairs to the fence at Mill Hill

 **RESOLVED** To approve the list of payments for 8th September ’21 including the additional invoice for D Honour & Sons.

**b) To receive the summary income and expenditure statement to 31st July 2021**

This was circulated to members ahead of the meeting

**155** **TO CONSIDER THE LIST OF PLANNING APPLICATIONS RECEIVED**

**1 UTT/21/2655/FUL – 8 LOATES PASTURE**

 **Construction of a new dwelling within the garden of 8 Loates Pasture with new vehicular access**

No Objection

**2 UTT/21/2545/HHF – 1 HIGH LANE**

 **Erection of single storey rear extension to replace the existing single storey linked outbuildings**

No Objection

**3 UTT/21/2606/HHF – 21 OLD BELL CLOSE**

 **Proposed extension to existing garage including connecting to the existing house**

No Objection

**4 UTT/21/2380/HHF – 7 LONG CROFT (AMENDED APPLICATION)**

 **Erection of two storey side extension, garage conversion and solar panels**

No Objection

**5 UTT/21/2705/HHF – WESTSIDE, 9A BLYTHWOOD GARDENS**

 **Erection of two storey side and rear extension**

No Objection

**6 UTT/21/2687/FUL – EASTFIELD STABLES, MAY WALK**

 **Improvements of existing vehicular access point and the construction of a single storey ‘wellness hub’ building and associated car, cycle and motorcycle parking area.**

The Council is objecting due to the following reasons:

* + The site is outside of the village development limits and not considered sustainable

51

* + Inadequate highways access
	+ No proven need for the ‘wellness hub’

**7 UTT/21/2713/HHF – DURRELLS, ELSENHAM ROAD**

 **Demolition of outbuilding, erection of two storey front, rear and side extension**

No Objection

**156 OPEN SPACES COMMITTEE – TO RECEIVE THE MINUTES OF THE MEETING HELD ON 28TH JULY 2021**

 **RESOLVED** To accept the minutes of the meeting held on 28th July 2021

**157** **TO REVIEW AND RE-ADOPT THE FOLLOWING:**

**a) Statement of Internal Controls Policy**

Cllr Khan asked if the Risk Assessment get presented to Full Council. The Clerk confirmed that this normally goes to F&GP but as previously agreed it will go to Full Council from next year.

 Having been proposed by Cllr Richards and seconded by Cllr O’Brien it was:

 **PROPOSED** to adopt the updated Statement of Internal Controls Policy.

 This was unanimously agreed

**b) Publication Scheme Policy**

Having been proposed by Cllr Jessup and seconded by Cllr Hogg it was:

 **PROPOSED** to adopt the updated Publication Scheme Policy

 This was unanimously agreed

**c) Terms of Reference & Schemes of Delegation**

Having been proposed by Cllr Sell and seconded by Cllr O’Brien it was:

 **PROPOSED** to adopt the updated Terms of Reference & Schemes of Delegation

 With 12 votes in favour and 1 abstention this was passed.

**d) Environmental Policy**

Having been proposed by Cllr Hogg and seconded by Cllr Jessup it was:

 **PROPOSED** to adopt the updated Environmental Policy

 This was unanimously agreed

**e) Pandemic Contingency Plan Policy**

Cllr Davis commented that there had not been many changes to the policy but thought that as we had just been through a pandemic that a lot of lessons should have been learnt.

 Having been proposed by Cllr O’Brien and seconded by Cllr Richards it was:

52

 **PROPOSED** to adopt the updated Pandemic Contingency Plan Policy

 This was unanimously agreed

**f) Tree Management Policy**

Having been proposed by Cllr Jessup and seconded by Cllr Sell it was:

 **PROPOSED** to adopt the updated Tree Management Policy

 This was unanimously agreed

 Cllr Davies asked if his suggestions for the layout of the Policies had been considered as these were good governance. The Clerk advised that it had been considered but ours are the same as those of Gold Star Councils so the decision had been made to leave them as they are.

**158** **TO CONSIDER QUOTE FROM A NEW HR CONSULTANT, ELLIS WHITTAM, RATHER THAN THE HR CONSULTANT AGREED TO EARLIER IN THE YEAR.**

The Clerk advised that earlier in the year it was agreed by Full Council to employ a HR Consultant subject to receipt of satisfactory references. Unfortunately, none of the references had replied back and the company were unable to advise of any other Council they worked with. After contacting several other Parish Council’s, Ellis Whittam has been recommended and references received. The Chairman and the Clerk have had a zoom meeting with them, and the service details and costs had been circulated to members ahead of the meeting.

 After discussions and having been proposed by Cllr Jessup and seconded by Cllr O’Brien it was:

 **PROPOSED** to accept the quote by Ellis Whittam.

 This was unanimously agreed

 Cty Councillor Gooding joined the meeting

**159** **TO RECEIVE THE COUNTY COUNCILLOR REPORT**

Covid – UDC are doing reasonably well and is one of the best areas with positive PCR tests at 6.8%. Although in the last week of August there were 13 Covid related deaths in Essex Hospitals which is high compared to recently.

 Afghan Refugees – There are 3 hotels in the area being used to house the refugees who are all currently isolating. Many children have been physically injured leaving and there are significant levels of trauma in all ages. Donations have had to be paused due to the huge response received.

 An organisation has taken over the support services for the refugees and work is being done to find education for the children.

 Cllr Sell asked what the County response is to the comments made by Sargent Sharma regarding the rise in violent crime and domestic violence? Cty Cllr Gooding advised that he was aware of a significant rise during lockdown in Essex. Early intervention work had been carried out in Essex when the lockdown started but the problem is that a lot of the increases

53

 were in families where issues were not obvious or expected. Another issue is that children were not attending school, so signs were not picked up on.

 The chairman noted that the figures had been quite high even before the start of the pandemic.

 Cllr Sell also asked if Cty Cllr Gooding could outline projects that can be covered by the Highways Panel. Cty Cllr Gooding advised that it was not maintenance works but small new works and new projects to enhance things generally.

**160** **TO CONSIDER A REQUEST FOR FUNDING FROM STANSTED AIRPORT WATCH.**

The letter from Stansted Airport Watch was circulated to members ahead of the meeting. Discussions took place between members and having been proposed by Cllr Sell and seconded by Cllr O’Brien it was:

 **PROPOSED** to ask them to put in an official grant application for 2022

 This was unanimously agreed.

**161** **TO CONSIDER MAKING A CONTRIBUTION TOWARDS REPAIRS TO THE RECREATION GROUND ROAD IN LINE WITH OUR FRONTAGERS RESPONSBILITIES**

The Clerk explained that the Parish Council was the sole trustee and frontage of the Recreation Ground Road under the Unadopted Roads Policy. We are responsible for halfway across the road and all of the turning circle. In the past the Parish Council has contributed 25% of any repairs. Cllr O’Brien advised that he had attended a meeting of the residents to discuss work that should take place. The house on the entrance to the Recreation Ground from Chapel Hill is going to pay a significant amount to smooth and resurface. The concerns would be that a new house is being built in the garden of one of the houses on the Recreation Ground and there will be a lot of construction traffic using the road. Is this a bad time for work to be completed when damage may be caused by these vehicles? Cllr Sell commented that the money spent is parishioners’ money and as Councillors they have a duty to make sure money is spent well. Further discussions took place between members and having been proposed by Cllr Sell and seconded by Cllr Jessup it was:

 **PROPOSED** That any consideration for funding be deferred until the new property is built. After which the condition of the road will need to be reviewed.

 This was unanimously agreed

 Meeting Closed 9.37pm

**ACTION POINTS**

**PP Communications Officer to appeal on social media for Speed watch Volunteers**

**152 Suggestions for Highways Panel to be sent to office before 13th October**

**158 Accept quote from Ellis Whittam**