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**STANSTED MOUNTFITCHET PARISH COUNCIL FULL COUNCIL**

MINUTES of a meeting of the FULL COUNCIL held on Wednesday 12th June 2024 at 7.30pm in The Mountfitchet Exchange, Crafton Green, 72 Chapel Hill, Stansted Mountfitchet, Essex.

**PRESENT** Cllrs M Caton (Chair), Cllrs A Barnes, G Braeckman, P Jones, J Kavanagh,

 A Love, J O’Brien, L Prior, G Sell and T van de Bilt

**ATTENDING** Mrs Ruth Clifford – Parish Clerk

 Mrs Emma Philbrick – Deputy Clerk

 Cty Cllr Ray Gooding

 1 member of the press

 2 members of the public via Zoom

**57 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Guney and Khan, both of whom had work commitments.

 **RESOLVED** To accept the apologies for absence from Cllrs Guney and Khan

 No apologies were received from Cllr Ghosh

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**PUBLIC PARTICIPATION** – none

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**58 DECLARATIONS OF INTEREST** – none.

**59 TO APPROVE THE MINUTES OF THE MEETING HELD ON 22ND MAY 2024**

 **RESOLVED** To approve the minutes of the meeting held on 22nd May 2024 as a true and accurate account.

**60 TO RECEIVE AN UPDATE ON ACTION POINTS FROM THE LAST MEETING**

43 – Cllr Gooding to clarify re pothole report

 56 – Briefing paper for Local Plan Panel – No longer necessary as the Parish Council does not support – see below

 56 – Consultation with community on the three site allocations – No longer necessary as the Parish Council does not support – see below

 At the meeting on 22 May, the Council passed a resolution to support further development at Church Road only if the total number of dwellings to be allocated for Stansted remained at or around the 390 stated in the UDC draft Reg 18 Local Plan. Discussion with UDC officers post that meeting indicated that the numbers on the other 2 sites allocated would not change and, if the Church Road site was included in the draft Reg 19 Local Plan, then the total for Stansted would increase to around 540. This response meant that part a) of the resolution failed rendering parts b) and c) unnecessary.

**61 TO RECEIVE A REPORT FROM THE CHAIR, CLLR MAUREEN CATON**

 Attached. Following a brief discussion, it was agreed that a fuller explanation regarding the proposed Church Road development was required for parishioners and a position statement would be posted on the Council’s website.

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**62 TO RECEIVE WRITTEN DISTRICT COUNCILLOR REPORTS**

No written reports received. Cllr Sell confirmed that the deadline to register for postal or proxy votes at the General Election is 19th June. The sale of UDC’s share of the Chesterford Research Park is out to market with a sale expected by the end of the

 next financial year. Together with Dist Cllr Dean, Cllr Sell had met virtually with representatives of Bloor Homes who had stated that they were reluctant to reduce the number of dwellings on either of their site allocations as this would affect the viability of their schemes. They had also stated that their legal team were awaiting response from SMPC’s solicitor with regard to the transfer of the allotment site. The Clerk reported that the S.106 Officer has not yet issued the Certificate of Satisfactory Completion and, until then, the solicitor will not be authorised to proceed.

 Cllr Gooding confirmed that he would be raising the issue of lack of UDC’s maintenance of properties at Manor Road with the Chief Executive and would welcome support from the Parish Council.

**63 TO RECEIVE A WRITTEN COUNTY COUNCILLOR REPORT**

No written report received. Referring to the situation on Grove Hill, Cllr Gooding thanked Cllr Kavanagh for having reported the water leak further up Grove Hill. Affinity Water had accepted that this was their responsibility and had repaired it. This seems to have been the source of the water running further down the hill as it has now stopped. Clearance of the blocked drain will take place tomorrow, followed by patch repair to the road surface. It was unlikely that works to cut back vegetation would be done at the same time.

 Cllr Gooding confirmed that he is submitting a list of maintenance jobs for Essex Highways to triage prior to making the final list available.

**64 FINANCE – TO APPROVE THE LIST OF PAYMENTS**

The list of payments was checked against the invoices by Cllr Jones before the start of the meeting. The list of payments was approved.

**65 TO RECEIVE THE FINAL INTERNAL AUDIT REPORT 2023-24**

This was circulated to members ahead of the meeting and noted.

**66 TO APPROVE THE YEAR END ACCOUNTS AT 31ST MARCH 2024**

This was circulated to members with the agenda

 Having been proposed by Cllr Jones and seconded by Cllr Sell, it was unanimously

 **RESOLVED** To approve the year end accounts at 31st March 2024.

**67 TO CONSIDER THE ANNUAL GOVERNANCE STATEMENTS 2023/24**

This was circulated to members with the agenda. The Clerk read out each question and all members answered “yes” to statements 1-8 and number 9 was not applicable.

 Having been proposed by Cllr Jones and seconded by Cllr O’Brien, it was unanimously

 **RESOLVED** that the Annual Governance Statement 2023/24 be signed.

**68 TO CONSIDER ACCOUNTING STATEMENTS 2023/24**

This was circulated to members with the agenda.

 Having been proposed by Cllr O’Brien and seconded by Cllr Braeckman, it was unanimously

 **RESOLVED** to approve the accounting statements for the year end 31 March 2024.

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**69 TO CONSIDER THE LIST OF PLANNING APPLICATIONS**

**1 UTT/23/3236/DFO – LAND TO THE EAST OF HIGH LANE – REVISED PLANS**

Details following outline application UTT/22/0457/OP for the erection of 30 no. dwellings, parking, landscaping, access and all associated development – details of layout, scale, landscaping and appearance.

 No objections but members commented that the footpath to the north of the site did not link to any official rights of way, only to private land and, as such, could technically lead to nowhere. It was agreed to ask UDC to introduce a Tree Preservation Order across the site to prevent removal of trees by future occupants of the homes. Cllr O’Brien stated the importance of the developers constructing the flood basins in strict accordance with the approved plans.

**2 UTT/24/1366/FUL – STANSTED YOUTH AND EDUCATION CENTRE, LOWER STREET**

Change of use from Use Class F2 (Local Community) to Use Class E(f) (Nursery), installation of refuse storage, cycle store and reconfiguration of existing car park of the Stansted Mountfitchet Youth and Education Centre, Lower Street, Stansted Mountfitchet.

 Members supported this application which would bring much-needed childcare services to the village. However, they were mindful that there could be an adverse impact upon local residents due to the potential increase in car movements. It was hoped that the business would be a good neighbour and would maximise the use of the car park through good design of the spaces.

**70 TO CONSIDER ALLOCATING PAR OF THE WINDMILL EARMARKED RESERVE TOWARDS THE REPOINTING PROJECT**

A report on this from the Clerk was circulated to members with the agenda. Cllr O’Brien stressed the importance of making sure that the Mill is protected from the elements, particularly the rainwater which has got in through the brickwork over the last couple of years. It may be more beneficial for grant applications to be made in the name of the Trustees and a pledge of money from this fund might, in turn, attract grant funding from other organisations. After brief discussion and having been proposed by Cllr Jones and seconded by Cllr O’Brien, it was

 **RESOLVED** that the Council allocates up to £30,000 from the Windmill Fund towards the repointing project. If, when all grants are known, the total estimated cost of around £55,000 cannot be raised in full, then bring the item back to Council for further consideration.

Meeting closed 8.29pm

**ACTION POINTS**

61 – Office to post position statement on website

63 – Cty Cllr Gooding to let SMPC have final list of maintenance jobs