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**STANSTED MOUNTFITCHET PARISH COUNCIL FULL COUNCIL**

MINUTES of a meeting of the FULL COUNCIL held at 7.30pm on Wednesday 31st July 2024 in The Mountfitchet Exchange, Crafton Green, 72 Chapel Hill, Stansted Mountfitchet, Essex

**PRESENT** Cllr M Caton (Chair), Cllrs A Barnes, A Guney, P Jones, J Kavanagh, A Khan, L Prior, G Sell and T van de Bilt

**ATTENDING** Mrs Ruth Clifford – Parish Clerk

 Mrs Emma Philbrick – Deputy Clerk

 County & District Cllr Ray Gooding

 4 representatives from or on behalf of Bloor Homes

 2 members of the public on Zoom

**110 APOLOGIES FOR ABSENCE**

 Apologies for absence were received from Cllr Braeckman – working, Cllr Love - holiday and Cllr O’Brien - holiday

 **RESOLVED** to approve the apologies for absence from Cllrs Braeckman, Love and O’Brien

Apologies were also received from District Cllr Dean.

No apologies were received from Cllr Ghosh.

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**PUBLIC PARTICIPATION -** None

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**111 DECLARATIONS OF INTEREST -** None

**112 TO WELCOME REPRESENTATIVES FROM BLOOR HOMES RE WALPOLE MEADOWS 2**

Four representatives from or on behalf of Bloor Homes attended the meeting to give updates on their two potential planning applications.

 Walpole Meadows Phase 2

The technical work is nearing completion, and they are in the advanced stages of their application. The scheme has not changed since their previous meeting with the SMPC Planning Working Group with it being 270 proposed units and parkland to the north of the development. They will be submitting an Outline Planning Application with all matters reserved except access as discussed previously. They hope to have the submission ready for the end of August/beginning of September.

 They held a second round of public consultation a couple of months ago which had a decent attendance and most of the feedback was positive. Residents were happy with the reduction in house numbers and most questions centred around Walpole Meadows Phase 1 with regards to flooding plus management and day to day questions.

 A meeting with the Planning Case Officer is scheduled for the week after next with the pre-app process already done and it has been fed into the work which has taken place.

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Several questions were asked from members where they confirmed the following:

 - Maria Shoesmith was the case officer

 - the number of houses has been reduced from 350 to 270

 - the main access point will be from the main access road into Walpole Meadows phase 1

 - The affordable housing will be 40% which is in line with the current policy although the new draft Local Plan drops this to 35%.

 - If approved, they estimate that work will start in approximately 2 years.

 - They took away feedback about issues still with Walpole Meadows phase 1 and said they will look into these and talk to the Director and Customer Care.

 - They were told the unadopted road at Walpole Meadows Phase 1 was due to be adopted last September but they are now being told it will be this September.

- They are in discussions with Essex Highways, but no response was given on whether they are discussing public transport improvements

 - As part of improvements to Cambridge Road, they said officers were looking at improving the footways and putting footways/cycleways to the South and they have also offered to install street lighting. It will form part of the Highways improvements set out in the Planning Application.

 - As well as the parkland, they are allocating part of the site for community use. They have asked for ideas from the Parish Council and this is something the client will have to have ongoing discussions about as part of the S106 agreement.

- They are going to submit the application soon, rather than waiting until the Inspector decides on the draft Local Plan, as they are trying to be on the front foot and have spent a lot of time consulting and talking to the Parish Council. It makes sense to have a development here. Just because they are doing this before the Local Plan is adopted does not mean they are not adhering to the principles of it. Also, UDC are struggling to meet their 5 year land supply so houses do need to be built.

 The Planning Working Group had previously questioned the status of the two sites set aside in the Phase 1 development for educational use. It was believed that if site 1 is used, then site 2 will revert to the landowners. However, if site 2 is used, then site 1 will become public open space to be handed over to the Parish Council. Cty Cllr Gooding advised Bloor to speak to Joe Chell at Essex County Council for an update – Cllr Gooding will raise this directly also.

 High Lane

 They are further behind with this than they are with Walpole Meadows phase 2. The tech team are in the process of being appointed. The Highways Consultants are in discussion with the County Highways Authority and the Drainage Consultants are looking at strategies.

 They hope to hold a public consultation in early September and will try to provide more details to the Parish Council before this. They confirmed that they were originally looking at 80 houses but this has been reduced to approx. mid to late 40s due to earth levels.

In response to a question from a member regarding details in the draft Local Plan that potentially High Lane would be closed to through traffic, they confirmed they

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knew nothing about this and it’s not something that has been discussed with them. Cty Cllr Gooding confirmed that he had taken this up with Highways and they are not aware either so believe this is an anomaly. Bloor will, however, have to create a safe walking route from their site towards the village centres.

With regard to timescales, it would depend on what type of planning application goes in as they might go straight for a full application but this is something they are still trying to work out. Construction could potentially go ahead at the same time as Walpole Meadows phase 2.

The Chair thanked the representatives for their attendance and they left the meeting at 8.18pm.

**113 TO APPROVE THE MINUTES OF THE MEETING HELD ON 3RD JULY 2024**

 **RESOLVED** To approve the minutes of the meeting held on 3rd July 2024 as a true and accurate account

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

88 – Chase Cllr Gooding for the final list of maintenance jobs as promised - Received

 95 – Defer the item to a future meeting to find out:

 a) Why the gardeners don’t currently do this part when they do other work around the Windmill – A site visit with the resident is scheduled to take place next week and we will report back after this.

 b) What would happen if the neighbour making the request moves – Would need to be part of the agreement if given the go ahead.

 c) What did the Millers spend their grant money on? We have not contacted them but the application was in March 2022 and we know they wanted the money for plants and soil for the planters as this is what was stated in their application.

**115 TO RECEIVE A REPORT FROM THE CHAIR, CLLR MAUREEN CATION**

Attached

 Cllr Caton advised that she had missed the reduction in housing numbers for High Lane as the document is difficult to follow. This does mean that the number of houses proposed for Stansted drops from 390 to 322.

**116 TO RECEIVE WRITTEN DISTRICT COUNCILLOR REPORTS**

District Cllr Gooding reported the following:

 He put a motion forward to Full Council with the support of Cllr Sell, regarding the appalling state the Manor Road flats are in. This motion generated a tirade of abuse and there were comments such as they have no money, they are only a small District Council and if there is already mould there then it can’t be treated anyway. The meeting was recorded so the comments are available for anyone to listen to. The motion failed due to the casting vote of the Chair.

 At the recent Scrutiny Committee meeting, he reminded the Portfolio Holder that he had not responded to concerns emailed to him and was told it was because he forgot and that he wasn’t sympathetic as he is a socialist and doesn’t believe people should be allowed to buy the flats. The Committee decided it had no money, so they are not going to do anything about the flats which is an outrageous decision. He will continue to pursue this as people there need to be rehoused and if the building is beyond repair, then it needs to be demolished and re-built.

 Cllr Sell confirmed he is very happy to support Cllr Gooding and work with him as it cannot be left like this with the Portfolio Holder not even proposing a way forward and the administration trying to wash their hands of it.

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 Cllr Khan commented that 18 months ago UDC undertook a Stock Condition Survey, so they know the state of their buildings in the district including Manor Road. He thinks the Parish Council should send a letter of No Confidence to the Portfolio Holder due to the seriousness of the situation. Cllr Sell suggested that they invite Cllr Coote to a Full Council meeting before doing this as we should be briefed as they are our residents, and they are being badly let down.

 It was agreed that the Chair would work on a position statement, so residents know what we are doing. We would also invite Cllr Coote to a meeting. If he refuses, then a letter of No Confidence will be sent and the situation escalated.

 District Cllr Sell reported:

 See report attached

**117 TO RECEIVE A WRITTEN COUNTY COUNICLLOR REPORT**

Cty Cllr Gooding reported the following:

 Unfortunately, the scheme to remove HGVs from Grove Hill is not feasible to do and will not be pursued. He is disappointed but it is impossible to put into place. The report on this was circulated to the Clerk and Chair just before the meeting and also to the residents of Grove Hill. Cllr Sell confirmed he would be calling a Highways meeting to discuss the situation and draft a position statement.

**118 FINANCE**

**a) TO APPROVE THE LIST OF PAYMENTS**

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

**b) TO RECEIVE THE INCOME & EXPENDITURE STATEMENT TO 30TH JUNE 2024**

This was circulated to members with the agenda and there were no questions.

**c) TO NOTE THE VAT RETURN TO 30TH JUNE 2024**

The Clerk advised that this had been submitted and the VAT received.

**119 PLANNING APPLICATIONS**

**1 UTT/24/1333/FUL – LAND NORTH OF M11 BUSINESS LINK, PARSONAGE LANE**

Change of use from agricultural field to 3 no. football pitches, car parking, site access, a storage container, associated works and landscaping.

 No comment but will look at the objection from Sports England to see if we support any of their comments.

**2 UTT/24/0904/DFO – LAND NORTH OF STANSTED AIRPORT, THIRD AVENUE - AMENDED APPLICATION**

Reserved matters comprising external appearance, layout, scale and landscaping for Option1 of Phase 2 pursuant to Outline Planning Permission ref: UTT/22/0434/OP; comprising commercial/employment floorspace predominantly within Class B8 Classes E(g) and Class B2, car parking, cycle storage, servicing, plant areas, landscaping and other associated works. Part Discharge of planning conditions 5 (Landscape Management Plan), 7 (materials), 21 (Cycle Access) 38 (Drainage), 78 (BNG) and 79 (Landscaping and Ecological Management Plan) pursuant to Outline Planning Permission ref UTT/22/0434/OP

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Object – We re-iterate our previous objection comments regarding safe footway access to the site along Church Road/Bury Lodge Lane rather than across fields and to receive a guarantee that the condition preventing HGVs leaving the site turning right towards Stansted Mountfitchet is firmly in place.

**3 UTT/24/0906/DFO – LAND NORTH OF STANSTED AIRPORT, THIRD AVENUE – AMENDED APPLICATION**

Reserved matters comprising external appearance, layout, scale and landscaping for Option 2 of Phase 2 pursuant to Outline Planning Permission ref: UTT/22/0434/OP; comprising commercial/employment floorspace predominantly within Class B8 Classes E(g) and Class B2, car parking, cycle storage, servicing, plant areas, landscaping and other associated works. Part Discharge of planning conditions 5 (Landscape Management Plan), 7 (Materials), 21 (Cycle Access) 38 (Drainage), 78 (BNG), and 79 (Landscape and Ecological Management Plan) pursuant to Outline Planning permission ref; UTT/22/0434/OP

Object – We re-iterate our previous objection comments regarding safe footway access to the site along Church Road/Bury Lodge Lane rather than across fields and to receive a guarantee that the condition preventing HGVs leaving the site turning right towards Stansted Mountfitchet is firmly in place.

**4 UTT/24/0902/DFO – LAND NORTH OF STANSTED AIRPORT, THIRD AVENUE – AMENDED APPLICATION**

Reserved matters comprising external appearance, layout, scale and landscaping for Option 3 of Phase 2 pursuant to Outline Planning Permission ref: UTT/22/0434/OP; comprising commercial/employment floorspace predominantly within Class B8 Classes E(g) and Class B2, car parking, cycle storage, servicing, plant areas, landscaping and other associated works. Part Discharge of planning conditions 5 (Landscape Management Plan), 7 (Materials), 21 (Cycle Access) 38 (Drainage), 78 (BNG), and 79 (Landscape and Ecological Management Plan) pursuant to Outline Planning permission ref; UTT/22/0434/OP

Object – We re-iterate our previous objection comments regarding safe footway access to the site along Church Road/Bury Lodge Lane rather than across fields and to receive a guarantee that the condition preventing HGVs leaving the site turning right towards Stansted Mountfitchet is firmly in place.

**5 UTT/24/1725/HHF – 38A BENTFIELD ROAD**

Rear two storey extension

 No comment

**6 UTT/24/1754/HHF – 15 PARK ROAD**

Erection of two storey side extension. Addition of PV panels, and changes to external materials and fenestration – resubmission of UTT/21/2093/HHF

 No comment

**120 TO CONSIDER THE DRAFT ANNUAL REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT**

This was circulated to members with the agenda.

 Having been proposed by Cllr Khan and seconded by Cllr Jones it was unanimously

 **RESOLVED** To adopt the draft Annual Review of Effectiveness of Internal Audit

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**121 TO APPOINT AN INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2024-25**

The Clerk explained that this item was due to go back to F&GP but due to the summer recess she needed a decision before the next meeting. She had taken two quotes to the last F&GP meeting, but she had been tasked with getting references for both before a decision was made. She detailed the prices of both quote 1 and quote 2 and advised that despite other Parish Councils recommending both companies, she had received two references back for quote 1 which was the slightly cheaper quote but no references back for quote 2.

 Having been proposed by Cllr Caton and seconded by Cllr Jones it was unanimously

**RESOLVED** To accept quote one and appoint Heelis and Lodge as our Internal Auditors.

**122 TO DELGATE AUTHORITY TO THE CLERK AND DEPUTY CLERK DURING AUGUST TO:**

**a) CIRCULATE DETAILS OF PLANNING APPLICATIONS TO MEMBERS BY EMAIL AND SUBMIT COMMENTS BASED ON THE MAJORITY VIEW. ANY MAJOR APPLICATIONS WILL BE SENT TO THE PLANNING WORKING GROUP TO DISCUSS, AND AN EXTRA COUNCIL MEETING WILL BE CALLED IF AN EXTENSION TO THE DEADLINE IS NOT GRANTED BY UDC/INSPECTOR**

This was unanimously agreed

**b) CIRCULATE ALL PAYMENT SCHEDULES BY EMAIL FOR ANY QUESTIONS. ALL SCHEDULES WILL BE RATIFIED AT THE FULL COUNCIL MEETING ON 4TH SEPTEMBER 2024**

This was unanimously agreed.

**123 TO AGREE THE MAXIMUM CONTRIBUTION TOWARDS THE FIREWORK EVENT AT FOREST HALL SCHOOL**

Cllr Caton explained that a fireworks event was being held in conjunction with the Business Forum and school governors. So far, its looking like the event will cost in the region of £10,000. This covers the fireworks, music, first aid cover, fees to Eventbrite for ticket sales etc. She asked if the Council would support putting £4,000 towards the event on the proviso that if a profit is made then the Parish Council gets some money back and also a percentage of any profit could be given to a local Stansted charity. Members asked several questions including what the proposed ticket prices would be. Members thought that the ticket prices seemed too high in comparison to other local events which sell cheaper tickets and those Parish Councils do not make a financial contribution to the events.

 Having been proposed by Cllr Sell and seconded by Cllr Kavanagh, and with 9 votes in favour and 1 abstention, it was

 **RESOLVED** to give £4,000 towards the firework event but Cllr Caton to speak to the team organising and review ticket pricing.

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**124 OPEN SPACES COMMITTEE – TO RECEIVE THE MINUTES OF THE MEETING HELD ON 17TH JULY 2024**

The minutes of the meeting were received.

Meeting closed at 9.43pm

**ACTION POINTS**

114 Report back following site visit with resident

116 Draft a position statement with regards to the Manor Road flats

116 Invite Cllr Coote to a Full Council meeting

116 Planning Working Group to review differences between the Reg 18 & Reg 19 documents and review the NPPF.

117 Cllr Sell to call a Highways meeting to discuss Grove Hill and draft a position statement.

123 Cllr Caton to ask for a review of ticket prices for the Fireworks event.