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**STANSTED MOUNTFITCHET PARISH COUNCIL FULL COUNCIL**

MINUTES of a meeting of the FULL COUNCIL held at 7.30pm on Wednesday 4th September 2024 in The Mountfitchet Exchange, Crafton Green, 72 Chapel Hill, Stansted Mountfitchet, Essex

**PRESENT** Cllr M Caton (Chair), Cllrs G Braeckman, S Ghosh, P Jones, J Kavanagh,

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

**ATTENDING** Mrs Ruth Clifford – Parish Clerk

1 member of the public

**134 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs A Barnes (attending another meeting), A Guney (working) and G Sell (holiday).

**RESOLVED** to approve the apologies for absence from Cllrs Barnes, Guney and Sell

Apologies for absence were also received from District Cllr Dean and for lateness from Cty Cllr Gooding.

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**PUBLIC PARTICIPATION -** None

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**135 DECLARATIONS OF INTEREST -** None

**136** **TO APPROVE THE MINUTES OF THE MEETING HELD ON 31st JULY 2024**

**RESOLVED** To approve the minutes of the meeting held on 31st July 2024 as a true and accurate account

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

114 - Report back following site visit with resident – completed and dealt with by Windmill Trustees. 116 - Draft a position statement with regards to the Manor Road flats – completed. 116 - Invite Cllr Coote to a Full Council meeting – he was unavailable but more detailed response received from a UDC officer. 116 - Planning Working Group to review differences between the Reg 18 & Reg 19 documents and review the NPPF – yet to be completed. 117 - Cllr Sell to call a Highways meeting to discuss Grove Hill and draft a position statement – meeting has taken place. Cllrs Jones and O’Brien have prepared a document which, once proof read, will be circulated to members of the Highways s/c. 123 - Cllr Caton to ask for a review of ticket prices for the Fireworks event – this was done and prices reduced.

**138 TO RECEIVE A REPORT FROM THE CHAIR, CLLR MAUREEN CATON** – attached. Referring to the issue of the Manor Road flats, the Chair confirmed that it was not known whether the UDC officer who had responded to queries had taken action as a result of the Stock Condition Survey. Neither was it known which level of survey had been undertaken. The Clerk reported that Dist Cllr Dean had confirmed that he would continue to raise the subject of this accommodation at UDC. The Parish Council’s position paper will be updated to reflect the information contained in the Chair’s report.

**139 TO RECEIVE WRITTEN DISTRICT COUNCILLOR REPORTS** – none available

**140 TO RECEIVE A WRITTEN COUNTY COUNCILLOR REPORT** – not available

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**141 FINANCE:**

**A) TO APPROVE THE LIST OF PAYMENTS** - approved

**B) TO RECEIVE THE SUMMARY INCOME & EXPENDITURE STATEMENT TO 31ST JULY 2024 –** received

**C) TO AUTHORISE THE SUM OF £5,000 FROM THE COUNCIL’S FREE RESERVES TO BE ALLOCATED TO THE PLAY EQUIPMENT REPAIRS BUDGET TO ENABLE SAFETY SURFACING WORKS TO BE UNDERTAKEN**

Cllr Love updated members on the work of the Play Areas working group. Resurfacing works at Bentfield Green and on the Rec were the highest priority. Members agreed that safety was the highest priority. Having been proposed by Cllr Love and seconded by Cllr Kavanagh, it was unanimously

**RESOLVED** to spend up to £5,000 from the Council’s free reserves to enable the

resurfacing works to be undertaken.

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

**1 UTT/24/2038/FUL – EASTFIELD STABLES, MAY WALK**

S73 application to vary condition 2 (approved plans) and condition 3 (usage) of UTT/23/2878/FUL (change of use from agricultural grazing land and construction of a tennis court and erection of 3 metre high chain link fencing surround) approved under appeal ref APP/C1570/W/24/3337011 – amendments proposed: Condition 2 – adjust alignment of tennis court. Condition 3 – bring in line with condition 3 of UTT/24/0068/FUL approved under appeal ref APP/C1570/W/24/3340838; to allow as an ancillary facility to the wellness hub.

No comment.

**2 UTT/24/2039/FUL – EASTFIELD STABLES, MAY WALK**

S73 application to vary condition 2 (approved plans) of UTT/24/0068/FUL (change of use from agricultural grazing land and construction of a tennis court) approved under appeal ref APP/C1570/W/24/3340838 – adjust alignment of tennis court.

No comment.

**3 UTT/24/1079/FUL – 7 STATION ROAD**

Extension to first floor at rear of property to create storeroom

Repeat previous comments regarding location of the refuse storage area.

**4 UTT/24/2035/FUL – 23-25 LOWER STREET**

Installation of windows to the front and rear elevations, Velux windows to the roof and windows and Juliet balcony doors to the internal side elevation.

No comment.

**143 TO CONSIDER ADOPTING THE NEW DRAFT FINANCIAL REGULATIONS**

The document had been circulated to all members prior to the meeting. Having been proposed by Cllr O’Brien and seconded by Cllr Jones, it was unanimously

**RESOLVED** to adopt the new Financial Regulations.

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**144 TO RE-ESTABLISH THE POLICY WORKING GROUP**

Cllr Kavanagh reported that the group has been working on the documents. Cllr Love is reviewing and will forward to the office in due course. The Clerk was asked to contact Cllr Guney to see if she wished to remain on the group.

**145 TO AGREE TO COMMENCE THE CO-OPTION PROCESS TO FILL THE TWO VACANCIES ON THE COUNCIL**

Agreed. The application pack is on the website and will be promoted through a social media post also.

**146 TO RATIFY THE FOLLOWING PAYMENT SCHEDULES EMAILED DURING THE AUGUST RECESS:**

a) 8th August 2024

b) 15th August 2024

c) 22nd August 2024

The payment schedules were ratified.

**147 HIGHWAYS SUB-COMMITTEE – TO RECEIVE THE MINUTES OF THE MEETING HELD ON 21ST AUGUST 2024**

The minutes were received.

Meeting closed at 8.03pm

**ACTION POINTS**

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

138 Update website position paper on Manor Road flats.

144 Policy WG to forward revised documents to the office.