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**STANSTED MOUNTFITCHET PARISH COUNCIL OPEN SPACES CTTEE**

MINUTES of a meeting of the OPEN SPACES COMMITTEE held at 7.30pm on Wednesday 11th September 2024 in The Mountfitchet Exchange, Crafton Green, 72 Chapel Hill, Stansted Mountfitchet, Essex

**PRESENT** Cllr J Kavanagh (Chair), Cllrs A Barnes, M Caton, A Guney, A Love and

T van de Bilt

**ATTENDING** Mrs Ruth Clifford – Parish Clerk

 Mrs Emma Philbrick – Deputy Clerk

 3 members of the public (1 via Zoom)

**148 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Braeckman – Family Event, Cllr Khan – Holiday and Cllr Prior – Stuck in traffic

**RESOLVED** to accept the apologies for absence from Cllrs Braeckman, Khan and Prior.

**149 DECLARATIONS OF INTEREST -** None

**150 TO APPROVE THE MINUTES OF THE MEETING HELD ON 17TH JULY 2024**

**RESOLVED** to approve the minutes of the meeting held on 17th July 2024 as a true and accurate account.

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

101 – Office to check with contractor if they are watering the Wildflower areas - Confirmed

102 – Office to contact the S106 officer re the state of the Walpole Meadows Allotments - Done

104 – Raise the issue re Sustainable Stansted with the Millers – Subsequently established that this may have been incorrect information.

105 – Close off the slide at the Recreation Ground - Done

105 – Pursue Wicksteed regarding the rotten timbers under the guarantee - Ongoing

105 – Convene a meeting of the Play Area Working Group once updated quotes have been received. – Meeting held

106 – Write a job specification and advertise for a third party/site manager for the Elms Farm Allotments – In hand

107 – Contact members of various gardening group – In hand

109 – Meet with Cllr Guney and prepare a report for the S106 re Elms Farm Park – Done by Cllr Kavanagh.

**152 TO RECEIVE A REPORT FROM THE CHAIR, CLLR JO KAVANAGH**

Attached

**153 TO RECEIVE A CEMETERY REPORT**

This was circulated in the Clerk’s report to members with the agenda

**154 TO RECEIVE A REPORT FROM SUSTAINABLE STANSTED**

Attached

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**155 ELMS FARM**

 **a) ALLOTMENTS – TO RECEIVE AN UPDATE**

A report from the Chair, Cllr Kavanagh, was circulated to members ahead of the meeting.

**b) OPEN SPACE – TO RECEIVE A REPORT FROM CLLRS KAVANAGH & GUNEY**

A report was circulated to members ahead of the meeting. A less than satisfactory response was received back from the developers today so the S106 officer has been asked to set up a site meeting with herself, the developers and the Parish Council.

**156 WALPOLE MEADOWS – TO DECIDE WHETHER OR NOT TO SIGN THE TRANSFER OF OWNERSHIP DOCUMENT FOR THE ALLOTMENT SITE ONLY**

Cllr Caton raised concerns that we should be asking Bloor to carry out work at the allotments to put them in a good state before signing the document. The Clerk advised that their reasons for not doing it now is that it would need to be done again before the handover, so they are waiting until just before the handover so the site is ready for new tenants.

 Cllr Kavanagh agreed with Cllr Caton's view, but she and Cllr Barnes commented that they thought it had been going on for long enough and that they were just going to have to trust Bloor to do what they say they will do. The Clerk also advised that it had come to light today that UDC signed off the Public Open Space in February 2024 so Bloor would only be responsible for the maintenance until February 2025. A decision on whether to take this on will now have to go to the next meeting.

 More discussions took place on the pros and cons of signing the document and having been proposed by Cllr van de Bilt and seconded by Cllr Barnes, it was unanimously

**RESOLVED** to sign the Transfer of Ownership document for the Walpole Meadows Allotment site.

**157 TREES: TO APPROVE A QUOTE FOR THE CROWN REDUCTION OF SYCAMORE ON THE RECREATION GROUND ADJACENT TO WINDMILL CLOSE**

Details of why this work needed to take place and the quote received was circulated to members with the agenda.

 The Clerk advised that the resident had since sent pictures of what the tree looked like when they first bought the property and this showed the extent to which it had grown.

Having been proposed by Cllr Caton and seconded by Cllr Kavanagh, it was unanimously

**RESOLVED** to approve the quote for the specified work to be carried out on the Sycamore tree on the Recreation Ground adjacent to Windmill Close.

**158 TO CONSIDER THE PURCHASE OF A LITTER/DOG BIN FOR THE CAR PARK AREA AT THE AUBREY BUXTON NATURE RESERVE**

The Clerk advised that despite being asked UDC said they would not pay for a bin to be installed but would empty it as long as the location worked for them.

 Having been proposed by Cllr Caton and seconded by Cllr Love, it was unanimously

**RESOLVED** to purchase a litter/dog bin chosen by the office for the car park area at the Aubrey Buxton Nature Reserve and agree location with UDC for them to empty it.

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**159 BUDGET 2025/26**

The Clerk reminded the Committee that we are now entering the budgeting cycle and to let her and the Chair know if there were any projects they may wish the Council to consider. Cllr Barnes mentioned that getting quotes for the goals on the Recreation Ground turned 90 degrees to help restore the damaged surface has previously been mentioned. It was agreed that quotes would be obtained by the office.

**160 TO RECEIVE AN UPDATE REPORT ON FOOTPATHS**

The footpath report was circulated to members ahead of the meeting with the comments from the office attached for which members thanked the Deputy Clerk – they are very helpful.

 Cllr Kavanagh volunteered to look further into the ownership of Cooper’s Alley and Norman’s Way footpaths.

Meeting closed at 8.26pm

**ACTION POINTS**

156 Put the Transfer of Ownership for the Walpole Meadows Public Open Space on the next Open Spaces agenda

158 Agree a location with UDC for the new bin

159 Obtain quotes for the goals on the Recreation Ground to be turned 90 degrees

160 Cllr Kavanagh to look further into the ownership of Cooper’s Alley and Norman’s Way footpaths.