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**STANSTED MOUNTFITCHET PARISH COUNCIL FULL COUNCIL**

MINUTES of a meeting of the FULL COUNCIL held at 7.30pm on Wednesday 11th June 2025 in The Mountfitchet Exchange, Crafton Green, 72 Chapel Hill, Stansted Mountfitchet, Essex

**PRESENT** Cllrs M Caton (Chair) Cllrs R Ackerman, A Barnes, J Gardner, A Guney,

J Hardy, J Kavanagh, A Love, J O’Brien, G Sell and T van de Bilt

**ATTENDING** Mrs Ruth Clifford – Parish Clerk

Mrs Emma Philbrick – Deputy Clerk

Sally & Lucy Lewis – Folies of Stansted

Adam Davies – Representative of landowner – Elms Farm

4 members of the public – 2 via Zoom

**59 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Braeckman – Holiday, Cllr Jones – Holiday and Cllr Khan – Work Commitments.

**RESOLVED** to approve the apologies for absence from Cllrs Braeckman, Jones and Khan

**PUBLIC PARTICIPATION -** None

**60 DECLARATIONS OF INTEREST -** None

**61 TO APPROVE THE MINUTES OF THE MEETING HELD ON 28TH MAY 2025**

**RESOLVED** to approve the minutes of the meeting held on 28th May 2025 as a true and accurate account.

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

39 – Office to endeavour to obtain alternative quote/s – Contacted Parish Council mentioned but they do not organise road closures

47 – Office to invite third applicant to attend next Full Council meeting – Attending this meeting and is an agenda item.

**63 TO RECEIVE A PRESENTATION RELATING TO A POTENTIAL RELOCATION OF FOLIES OF STANSTED – TO INCLUDE A DOG-WALKING FIELD – AND TO CONSIDER WHETHER TO SUPPORT IN PRINCIPLE**

Sally and Lucy Lewis from Folies of Stansted informed members that their current lease expires in January 2026 and they are searching for an alternative location for their business. They had been looking at other sites outside of the village but were then approached by the landowner of Elms Farm with a proposal for a joint venture to relocate their thriving business and to site it at Elms Farm opposite the Manor House and for the landowner to provide an additional facility of a dog walking field.

Adam Davies representing the landowner referred to the site plan which had been tabled and explained that being located in the Green Belt, it may prove challenging to secure planning consent. However, recent changes by the Government have relaxed the rules a little. It is intended to request pre-application advice from the Planning Department, but it would be helpful to be able to say that the scheme has the support of the Parish Council.

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Members asked various questions with their main concern being vehicular access along the lane to the Manor House which is well used by pedestrians and occasional horse riders. Although they do support the business staying in the community and would not like to see it close.

After further discussion, Cllr van de Bilt proposed the following

**RESOLUTION** The council does not object in principle to varying the Metropolitan Green Belt for the purposes outlined and we support Folies initiative to retain this valued social enterprise but our support would be subject to seeing the detailed planning application.

Having been seconded by Cllr Gardner and with 4 votes in favour and 7 votes against, the resolution was not supported

Cllr Sell proposed an amended

**RESOLUTION** that the Council recognises the importance of Folies to the local community and would encourage the applicant to go to the District Council for pre-application discussions.

Having been seconded by Cllr O’Brien and with 7 votes in favour and 4 votes against this motion was carried.

The guests thanked Councillors for their time and left the meeting.

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

Attached

A number of councillors expressed their concerns regarding the number of robberies taking place at the Co-Op and believed that the Parish Council should be raising these issues on behalf of the community direct with the police and Co-Op management. The Chair confirmed she and the Clerk will be meeting with the local police and it was agreed that the regional manager will be invited to a future meeting.

**65 TO RECEIVE WRITTEN DISTRICT COUNCILLOR REPORTS**

Report from District Councillor Sell attached.

He also updated that Cabinet are meeting next week and there are proposals for Uttlesford to take over the management of the car parking spaces which belong to the Castle in the Lower Street car park.

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

Nothing received

**67 FINANCE – APPROVE THE LIST OF PAYMENTS**

The list of payments was tabled at the meeting and the invoices were checked against the schedule before the start of the meeting by Cllr O’Brien.

The list of payments was approved

**68 PLANNING APPLICATIONS**

**1 UTT/25/1372/FUL – Jet Garage, 82 Cambridge Road**

**Proposed 2 no. jet wash bays and associated forecourt works**

The Parish Council objects to this application and asked Cllr Sell to call this in. It is concerned about the noise levels and also questions the advocacy of the technical

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reports. It appears that the study was only taken from one point and this was close to the roadside meaning highway noise would have affected the results.

**2 UTT/25/1465/FUL – land at Belmer Road, Burton End**

**Erection of agricultural building**

No comment

**3 UTT/25/1142/HHF – 4 Bentfield Bury Road, Bentfield Bower**

**Rear extension and flue**

No comment

**4 UTT/25/1504/HHF – Glentor, 31 St John’s Crescent**

**Proposed single storey rear extension and alterations**

No comment

**5 UTT/25/1399/FUL – The Manor House, Church Road**

**Replacement of rear extensions and alterations including change of use from single dwelling to 2 no. dwellings**

No comment

**69 TO APPROVE THE YEAR END ACCOUNTS TO 31ST MARCH 2025**

This was circulated to members with the agenda. Cllr O’Brien thanked the Clerk for her due-diligence and hard work. The Clerk confirmed that the Internal Auditor had completed the final audit and had signed the relevant page of the AGAR

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

**RESOLVED** To approve the year end accounts at 31st March 2025.

**70 TO CONSIDER THE ANNUAL GOVERNANCE STATEMENTS 2024/25**

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 Sell and seconded by Cllr O’Brien it was unanimously

**RESOLVED** that the Annual Governance Statement 2024/25 be signed**.**

**71 TO CONSIDER THE ACCOUNTING STATEMENTS 2024/25**

This was circulated to members with the agenda.

The Clerk reported that during the year end accounts preparation, it had been discovered that boxes 4 and 6 of the 2023/24 accounting statements had been incorrect. Box 9 total figure was not affected due to this. On the 2024/25 statement, she has therefore restated the box 4 and 6 figures and will point this out to the External Auditor. Members agreed this course of action.

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

**RESOLVED** to approve the accounting statements for the year end 31 March 2025.

**72 TO CONSIDER A QUOTE FOR REPLACMENT OF BOUNDARY FENCING TO THE REAR OF TOUCHPOINT**

The Clerk advised that the boundary fence between the Touchpoint gardens and the rear of houses in Greenfields had been slowly deteriorating over the years and is now in a state that temporary repairs will no longer be sufficient. There are 8 sections which need replacing and she had received a quote for £2079.00. Cllr Sell advised that he had received complaints about this from the residents in Greenfields.

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

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**RESOLVED** to accept the quote of £2079.00 from Gunns Property Management

**73 OPEN SPACES COMMITTEE – TO RECEIVE THE MINUTES OF THE MEETING HELD ON 4TH JUNE 2025**

The minutes of the meeting were received.

**74 TO CONSIDER AN APPLICATION FOR CO-OPTION ONTO THE PARISH COUNCIL**

The applicant gave a brief presentation on her background and outlined her skills and experience.

In order to enable a full discussion, and having been proposed by the Chair, it was unanimously

**RESOLVED** that under S 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business to be discussed, the public and press be instructed to withdraw.

All non-councillors left the meeting. A discussion took place amongst councillors.

The meeting was re-opened to the press and public at 9pm and the applicant rejoined the meeting.

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

**RESOLVED** to co-opt Sophie Gee to the Parish Council.

Meeting closed at 9.02pm

**ACTION POINTS**

64 Chair and Clerk to meet with local police officers regarding the Co-Op robberies

64 Invite the regional manager of the Co-Op to attend a future meeting