

MINUTES of the **ANNUAL COUNCIL MEETING** held on Wednesday 26 April 2017 at 9.13pm in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet, Essex.

PRESENT Cllrs M Caton, C Dean, J Hudson, M Jessup, P L Jones, J Kavanagh, J O'Brien, R Rands, J Salmon, G Sell, V Trundle and D Wallace- Jarvis

ATTENDING Mrs R Clifford – Clerk
Mr T Lloyd-Ass to Clerk
Mrs E Philbrick- Admin Asst
2 Members of the public

1 DECLARATIONS OF INTEREST - None

2 ELECTION OF CHAIRMAN

Cllr Sell proposed Cllr Caton be re-elected Chairman, seconded by Cllr O'Brien and with no other nominations, it was unanimously

RESOLVED that Cllr Maureen Caton be elected as Chairman for the Civic Year 2017/18.

3 ELECTION OF VICE-CHAIRMAN

Cllr Jones proposed Cllr Fran Richards be re-elected Vice-Chairman, seconded by Cllr O'Brien and with no other nominations, it was unanimously

RESOLVED that Cllr Fran Richards be elected as Vice-Chairman for the Civic Year 2017/18.

4 APOLOGIES Cllrs S Dunn, M Jessup and F Richards

5 APPOINTMENT OF INTERNAL AUDITOR

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

RESOLVED to continue with RBS Auditing Solutions for the year 2017/18.

6 APPOINTMENT OF STANDING COMMITTEES, SUB-COMMITTEES AND WORKING PARTIES

The suggestions on the attached list were unanimously agreed .

7 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

- a] Stansted Trust Funds – Mrs M Pretty and Mrs C Stiles
- b] Stansted & Birchanger Relief in Sickness Charity – Mrs M Pretty
- c] Public Transport – Cllr V Trundle and Mrs J Thomas
- d] Link Committee – Cllr C Dean

- e] ATC- Non-public Sports and Welfare Fund- Cllr G Sell
- f] Uttlesford Association of Local Councils- Cllr S Dunn
- g] Day Centre- Cllr R Rand

8 REVIEW OF RISK ASSESSMENTS

Defered.

9 REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

The annual review has taken place – no amendments are required.

10 POWER OF GENERAL COMPETENCE

The Clerk confirmed that this item was unnecessary except in the year following parish council elections.

11 DEEDS, ASSETS REGISTER, TRUST INSTRUMENTS AND INVENTORY HELD BY THE COUNCIL

These are stored in a fireproof box in the office.

12 REGISTER OF MEMBERS' INTERESTS

The Clerk reminded members of their duty to notify her of any changes to their Register of Members' Interests. Cllr Sell noted that the limit on the value of gifts to councillors was increasing from £35 to £50.

Meeting closed 9.15pm

STANSTED MOUNTFITCHET PARISH COUNCIL**OPEN SPACES**

MINUTES of a meeting of the **OPEN SPACES COMMITTEE** held at 9.15 pm on Wednesday 26 April 2017 in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet, Essex.

PRESENT Cllrs M Caton, C Dean, J Hudson, J Kavanagh, R Rands and V Trundle

ATTENDING: Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
Mrs E Philbrick
Cllrs M Jessup, P L Jones, J O'Brien, J Salmon and D Wallace-Jarvis
2 members of the public

13 APOLOGIES Cllr S Dunn, M Jessup and F Richards

14 ELECTION OF CHAIRMAN

Cllr Caton proposed Cllr Dunn, seconded by Cllr Rands. There being no other nominations, it was unanimously

RESOLVED that Cllr Samantha Dunn be elected Chairman of the Open Spaces Committee for the Civic Year 2017/18.

15 ELECTION OF VICE-CHAIRMAN

Cllr Caton proposed Cllr Hudson, seconded by Cllr Dean. There being no other nominations, it was unanimously

RESOLVED that Cllr Hudson be elected Vice-Chairman of the Open Spaces Committee for the Civic Year 2017/18.

16 APPOINTMENT OF TENNIS CLUB REPRESENTATIVE

Bridget Gott to be co-opted.

17 APPOINTMENT OF PARISH FOOTPATH REPRESENTATIVE

Bill Stiles to be co-opted assisted by Cllr O'Brien.

18 APPOINTMENT OF PARISH TREE WARDEN

Vacant.

19 APPOINTMENT OF BIRCHANGER WOOD MANAGEMENT COMMITTEE REPS

Cllrs Salmon and Wallace-Jarvis were re-appointed.

Meeting closed 9.16pm

MINUTES of a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** held at 9.16pm on Wednesday 26 April 2017 in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet, Essex.

PRESENT Cllrs M Caton, M Jessup, P L Jones, J O'Brien, J Salmon and D Wallace-Jarvis

ATTENDING: Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
Mrs E Philbrick
Cllrs C Dean, J Hudson, J Kavanagh, R Rands and V Trundle
2 members of the public

20 APOLOGIES Cllr M Jessup, F Richards

21 ELECTION OF CHAIRMAN

Cllr Salmon proposed Cllr Jones, seconded by Cllr Sell. There being no other nominations, it was unanimously

RESOLVED that Cllr Peter Jones be elected Chairman of the Finance and General Purposes Committee for the Civic Year 2017/18.

22 ELECTION OF VICE-CHAIRMAN

Cllr Jones proposed Cllr O'Brien, seconded by Cllr Caton. There being no other nominations, it was unanimously

RESOLVED that Cllr John O'Brien be elected Vice-Chairman of the F&GP Committee for the Civic Year 2017/18.

23 INTERNAL INSPECTOR OF ACCOUNTS

Cllrs Jones and O'Brien were appointed.

24 APPOINT THE HEALTH MATTERS REPRESENTATIVE

Cllr Richards was appointed.

25 TO APPOINT THE DAY CENTRE REPRESENTATIVE

Cllr Rands was appointed.

26 TO APPOINT THE POLICE LIAISON REPRESENTATIVE

Cllr Jones was appointed

27 TO APPOINT NEIGHBOURHOOD WATCH REPRESENTATIVE

Valerie Trundle was co-opted

Meeting closed 9.17pm

STANSTED MOUNTFITCHET PARISH COUNCIL**HIGHWAYS SUB-COMMITTEE**

MINUTES of a meeting of the **HIGHWAYS SUB-COMMITTEE** held at 9.17pm on Wednesday 26 April 2017 in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet, Essex

PRESENT Cllrs M Caton, C Dean, M Jessup, P L Jones, J Salmon, G Sell and V Trundle

ATTENDING: Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
Mrs E Philbrick (Admin Asst)
Cllrs J Judson, J Kavanagh, J O'Brien, R Rands, D Wallace-Jarvis
2 members of the public

28 APOLOGIES Cllr F Richards

29 TO ELECT A CHAIRMAN OF THE SUB-COMMITTEE

Cllr Sell proposed Cllr Catherine Dean, seconded by Cllr Salmon. There being no other nominations, it was unanimously

RESOLVED that Cllr Catherine Dean be elected Chairman of the Highways Sub-Committee for the Civic Year 2017/18.

30 TO ELECT A VICE-CHAIRMAN OF THE SUB-COMMITTEE

Cllr Jones proposed Cllr Sell, seconded by Cllr Caton. There being no other nominations, it was unanimously

RESOLVED that Cllr Sell be elected Vice Chairman of the Highways sub-Committee for the Civic Year 2017/18.

Meeting closed 9.17pm

MINUTES of a meeting of the **WINDMILL SUB-COMMITTEE** held at 9.18pm on Wednesday 26 April 2017 in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet

PRESENT Cllrs M Caton, J Hudson, J Kavanagh, P L Jones, J O'Brien and

ATTENDING: Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
Cllrs M Capell-Helm, C Dean, S Dunn, M Jessup, R Rands, J Richards
1 members of the public

31 APOLOGIES Cllr F Richards

32 TO ELECT A CHAIRMAN OF THE SUB-COMMITTEE

Cllr Caton proposed Cllr O'Brien, seconded by Cllr Jones. There being no other nominations, it was unanimously

RESOLVED that Cllr O'Brien be elected Chairman of the Windmill Sub-Committee for the Civic Year 2017/18.

33 TO ELECT A VICE-CHAIRMAN OF THE SUB-COMMITTEE

Cllr Jones proposed Cllr Kavanagh, seconded by Cllr Caton. There being no other nominations, it was unanimously

RESOLVED that Cllr Kavanagh be elected Vice-Chairman of the Windmill Sub-Committee for the Civic Year 2017/18.

Meeting closed 9.18pm

MINUTES of a meeting of the **CIVIL PROTECTION & EMERGENCY PLANNING SUB-COMMITTEE** held at 9.18pm on Wednesday 26 April 2017 in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet, Essex.

PRESENT Cllrs M Caton, M Jessup, and J Salmon

ATTENDING: Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
Cllrs C Dean, J Hudson, P L Jones, J Kavanagh, J O'Brien, R Rands, J Richards,
V Trundle and D Wallace-Jarvis
2 members of the public

34 APOLOGIES Cllr F Richards

35 TO ELECT A CHAIRMAN OF THE SUB-COMMITTEE

Cllr Salmon proposed Cllr Jessup, seconded by Cllr Caton. There being no other nominations, it was unanimously

RESOLVED that Cllr Jessup be elected Chairman of the Civil Protection & Emergency Planning sub-committee for the Civic Year 2017/18.

36 TO ELECT A VICE-CHAIRMAN OF THE SUB-COMMITTEE

Cllr Caton proposed Cllr Salmon, seconded by Cllr Jessup. There being no other nominations, it was unanimously

RESOLVED that Cllr Salmon be elected Vice Chairman of the Civil Protection & Emergency Planning sub-Committee for the Civic Year 2017/18.

Meeting closed 9.19pm