

MINUTES of the **ANNUAL COUNCIL MEETING** held on Wednesday 8 May 2019 at 7.45 pm in the Day Centre, Crafton Green, 72 Chapel Hill, Stansted Mountfitchet, Essex.

PRESENT Cllrs A Barnes, D Brett, M Caton, R Fowel, J Harding, J Hudson, J Kavanagh, A Khan, F Richards and D Wallace-Jarvis

ATTENDING Mrs R Clifford – Clerk
Mr T Lloyd-Asst to the Clerk
Mr M Jessup
Mr T van de Bilt
2 members of the public
1 member of the press

1 DECLARATIONS OF INTEREST - Cllr Khan. Personal interest in candidate for co-option.

2 ELECTION OF CHAIRMAN

Cllr Wallace-Jarvis proposed Cllr Caton for the position of Chairman, seconded by Cllr Richards and with no other nominations, it was unanimously

RESOLVED that Cllr Maureen Caton be elected as Chairman for the Civic Year 2019/20.

3 ELECTION OF VICE-CHAIRMAN

Cllr Brett proposed Cllr Fran Richards be elected Vice-Chairman, seconded by Cllr Barnes

Six votes were cast in favour, "2 against and 2 abstentions.

Cllr Hudson proposed Cllr John O'Brien be elected Vice-Chairman seconded by Cllr Wallace-Jarvis.

Three votes were cast in favour, six against and one abstention.

RESOLVED that Cllr Fran Richards be elected as Vice-Chairman for the Civic Year 2019/20.

4 APOLOGIES

Apologies for absence were received from Cllrs J O'Brien & G Sell & and from Dist Cllr A Dean & Melvin Caton

5 CO-OPTION OF TWO COUNCILLORS TO FILL THE VACANCIES ON THE PARISH COUNCIL

Four candidates had put their names forward and supplied short written statements about themselves. Two candidates, Mr Jessup and Mr Van de Bilt attended the meeting and made brief statements. There were two rounds of voting. Mr Jessup secured a majority in the first vote and was declared duly elected. Mr Van de Bilt secured a majority of the votes in the second in the second round of voting and was declared duly elected.

6 APPOINTMENT OF INTERNAL AUDITOR

Having been proposed by Cllr Wallace-Jarvis, seconded by Cllr Richards, it was unanimously

RESOLVED to continue with RBS Auditing Solutions for the year 2019/20.

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

Details of the appointments can be found on the attached list.

8 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

- a] Stansted Trust Funds – Mrs M Hill and Mrs C Stiles
- b] Stansted & Birchanger Relief in Sickness Charity – Mrs Hill and C Stiles
- c] Public Transport – Mrs V Trundle and Mrs J Thomas
- d] Link Committee – Cllr
- f] Uttlesford Association of Local Councils- Cllr Khan
- g] Day Centre- Cllr Richards

9 REVIEW OF RISK ASSESSMENTS

The Clerk has completed the annual review with the Chair of F&GP. The allotments and Mountfitchet Exchange building have been added to the list of assessments undertaken.

10 REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

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

11 POWER OF GENERAL COMPETENCE

It was unanimously resolved that the Council continues to meet the conditions of the Power of General Competence.

12 DEEDS, TRUST INSTRUMENTS AND INVENTORY HELD BY THE COUNCIL

These are stored in a fireproof box in the office.

13 REGISTER OF MEMBERS' INTERESTS

The Clerk reminded members of their duty to notify her and Uttlesford District Council of any changes to their Register of Members' Interests.

Meeting closed 9.00 pm

STANSTED MOUNTFITCHET PARISH COUNCIL**OPEN SPACES COMMITTEE**

MINUTES of a meeting of the **OPEN SPACES COMMITTEE** held at 9.00 pm on Wednesday 8 May 2019 in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet, Essex.

PRESENT Cllrs A Barnes, D Brett, M Caton, , J Harding, J Hudson, J Kavanagh, , F Richards, Van de Bilt and Wallace-Jarvis

ATTENDING: Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
Cllrs M Jessup, R Fowel and Khan
Dist Cllr A Dean
2 members of the public
1 Member of the press

14 APOLOGIES Clls A Miti, J O'Brien and G Sell

15 ELECTION OF CHAIRMAN

Cllr Kavanagh proposed Cllr Barnes, seconded by Cllr Hudson. There being no other nominations, it was unanimously

RESOLVED that Cllr A Barnes be elected Chairman of the Open Spaces Committee for the Civic Year 2019/20.

16 ELECTION OF VICE-CHAIRMAN

Cllr Barnes proposed Cllr Brett, seconded by Cllr Kavanagh . There being no other nominations, it was unanimously

RESOLVED that Cllr Brett be elected Vice-Chairman of the Open Spaces Committee for the Civic Year 2019/20.

17 APPOINTMENT OF TENNIS CLUB REPRESENTATIVE

It was agreed that the office would liaise with the Tennis Club

18 APPOINTMENT OF PARISH FOOTPATH REPRESENTATIVE

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

19 APPOINTMENT OF PARISH TREE WARDEN

Cllr Brett agreed to carry on as tree warden

Meeting closed 9.05pm

MINUTES of a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** held at 9.05 pm on Wednesday 8 May 2019 in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet, Essex.

PRESENT Cllrs M Caton, R Fowel, M Jessup ,A Khan , F Richards

ATTENDING: Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
Cllrs A Barnes, D Brett, M Caton, , J Harding J Hudson, J Kavanagh, F Richards, Van de Bilt and D Wallace-Jarvis

20 APOLOGIES Cllrs A Miti, J O'Brien and G Sell

21 ELECTION OF CHAIRMAN

Cllr Wallace -Jarvis proposed Cllr O'Brien, seconded by Cllr Richards. There being no other nominations, it was unanimously

RESOLVED that Cllr J O'Brien be elected Chairman of the F&GP Committee for the Civic Year 2019/20.

22 ELECTION OF VICE-CHAIRMAN

Cllr Richards proposed Cllr Jessup, seconded by Cllr Wallace-Jarvis . There being no other nominations, it was unanimously

RESOLVED that Cllr M Jessup be elected Vice-Chairman of the F&GP Committee for the Civic Year 2019/20.

23 TO APPOINT THE HEALTH MATTERS REPRESENTATIVE

Cllr Richards was appointed.

24 TO APPOINT THE POLICE LIAISON REPRESENTATIVE

Cllr Fowel was appointed

25 TO APPOINT NEIGHBOURHOOD WATCH REPRESENTATIVE

Cllr Fowel was appointed .Valerie Trundle was co-opted

Meeting closed 9.08pm

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

MINUTES of a meeting of the **HIGHWAYS SUB-COMMITTEE** held at 9.08 pm on Wednesday 8 May 2019 in the day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet, Essex

PRESENT Cllrs M Caton, , J Harding, M Jessup , A Khan and F Richards,

ATTENDING: Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
A Barnes, D Brett, R Fowel, J Hudson, J Kavanagh, Van de Bilt and D Wallace-Jarvis

26 APOLOGIES Cllrs, G Sell

27 TO ELECT A CHAIRMAN OF THE SUB-COMMITTEE

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

RESOLVED that Cllr G Sell be elected Chairman of the Highways Sub-Committee for the Civic Year 2019/20.

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

Cllr J Hudson proposed Cllr Sell, seconded by Cllr Richards. There being no other nominations, it was unanimously

RESOLVED that Cllr Jessup be elected Vice Chairman of the Highways sub-Committee for the Civic Year 2019/120.

Meeting closed 9.10pm

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

MINUTES of a meeting of the **PERSONNEL SUB-COMMITTEE** held at 9.10 pm on Wednesday 8 May 2019 in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet

PRESENT Cllrs A Barnes M Caton, and F Richards,

ATTENDING: Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
,D Brett, R Fowel, , J Harding J Hudson, M Jessup , A Khan J Kavanagh, Van de Bilt
and D Wallace-Jarvis

29 APOLOGIES Cllr J O'Brien

30 TO ELECT A CHAIRMAN OF THE SUB-COMMITTEE

Cllr Caton proposed Cllr A Barnes, seconded by Cllr Richards. There being no other nominations, it was unanimously

RESOLVED that Cllr A Barnes be elected Chairman of the Personnel Sub-Committee for the Civic Year 2019/20.

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

Cllr M Caton proposed Cllr Richards, seconded by Cllr Barnes. There being no other nominations, it was unanimously

RESOLVED that Cllr Richards be elected Vice Chairman of the Highways sub-Committee for the Civic Year 2019/120.

Meeting closed 9.12 pm

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

MINUTES of a meeting of the **WINDMILL SUB-COMMITTEE** held at 9.12 pm on Wednesday 8 May 2019 in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet

PRESENT Cllrs M Caton, J Hudson J Kavanagh, , and F Richards

ATTENDING: Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
Cllrs A Barnes, D Brett, R Fowel, J Harding, M Jessup, A Khan, Van de Bilt and D Wallace-Jarvis
1 members of the public

32 APOLOGIES Cllr J O'Brien

33 TO ELECT A CHAIRMAN OF THE SUB-COMMITTEE

Cllr Kavanagh proposed Cllr O'Brien, seconded by Cllr Richards. 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 2019/20.

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

Cllr Caton proposed Cllr Kavanagh, seconded by Cllr Hudson. 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 2018/19.

Meeting closed 9.14 pm

MINUTES of a meeting of the **CIVIL PROTECTION & EMERGENCY PLANNING SUB-COMMITTEE** held at 9.16 pm on Wednesday 8 May 2019 in the Day Centre, Crafton Green, Chapel Hill, Stansted Mountfitchet, Essex.

PRESENT Cllrs M Caton, J Hudson, M Jessup , J Kavanagh and F Richards

ATTENDING Mrs R Clifford (Clerk)
Mr T Lloyd (Assistant to the Clerk)
Cllrs Cllrs A Barnes, D Brett, R Fowel, J Harding, J Hudson, M Jessup, J Kavanagh, A Khan, Van de Bilt and D Wallace-Jarvis

35 APOLOGIES

36 TO ELECT A CHAIRMAN OF THE SUB-COMMITTEE

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

RESOLVED that Cllr Matthew Jessup be elected Chairman of the Civil Protection & Emergency Planning sub-committee for the Civic Year 2019/20.

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

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

RESOLVED that Cllr Kavanagh be elected Vice Chairman of the Civil Protection & Emergency Planning sub-Committee for the Civic Year 2019/120.

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