

STANSTED PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 2 OCTOBER 2023
AT FAIRSEAT VILLAGE HALL AT 8PM**

PRESENT: Cllr Jack Saunders Chairman
Cllr Kelly Curtis
Cllr Daren Sefer
Cllr Yvonne Tisson
Cllr Greg Whitaker

Mr David Rice Clerk
Four members of the public

Item *Action point*

Minute no

1 APOLOGIES

272 Apologies for absence were received from Cllrs Brooker and TMBC Cllr Martin Coffin and were accepted.

2 APPOINTMENT OF CHAIRMAN

273 Cllr Saunders offered himself to be considered as the Chairman of the Parish Council. The Parish Council were grateful to Cllr Saunders and no other councillors put themselves forward for the position. Cllr Sefer proposed and Cllr Tisson seconded the appointment of Cllr Saunders as Chairman with immediate effect. The appointment of the Vice-Chair would be considered at the next meeting.

3 DECLARATIONS OF INTEREST AND ALTERATIONS TO THE REGISTER

274 There were no declarations of interest.

4 MINUTES OF THE MEETING HELD ON 4th SEPTEMBER 2023

275 It was proposed by Cllr Saunders, seconded by Cllr Sefer that the minutes of the meeting held on 4th September be signed as a true record.

276 It was agreed that in future the minutes of the meeting would be circulated to all the members of the Parish Council before being presented at the meeting.

5 MATTERS ARISING

277 There were no matters arising.

6 COUNTY AND BOROUGH COUNCILLORS' REPORTS

The Chairman suspended the meeting to allow KCC Cllr Rayner to update the Parish Council.

Cllr Rayner again emphasised the financial pressures faced by Kent County Council, like other councils in the country. The Council was experiencing funding demands from the increase in the number of migrants requiring assistance and in particular from unaccompanied children. This need for immediate support was forcing budgets for social services, highways, bus services and libraries to be cut still further.

The Chair thanked Cllr Rayner and reconvened the meeting.

7 WAR MEMORIAL

278 The Parish Council discussed the damage to the war memorial and it was agreed that Harry Bott, former Chairman needed to be contacted to confirm what metal the memorial was made from in order that quotes for a repair could be obtained.

Clerk

8 MEMORIAL TO PILOT OFFICER COLIN FRANCIS

279 There was a further discussion following on from the presentation in July from the Stansted and Fairseat History Society (the "History Society") and the Shoreham Aircraft Museum (the "Museum") regarding a proposal for a memorial to Pilot Officer Colin Francis, who was shot down in Stansted in 1940.

280 It was noted that following the visit of the sub-committee to the village triangle it had been agreed that the memorial should be sited on the bank across the road and facing the existing war memorial. This position had been agreed by the History Society and the Museum. The Parish Council agreed that whilst they would arrange for the site to be cleared of undergrowth and levelled for the memorial they would not fund or arrange for any planning permission if that was required.

9 CITIZEN'S ADVICE (NORTH WEST KENT)

281 The Citizen's Advice (North West Kent) had contacted the Parish Council noting that a number of families had approached them for assistance and some of these had been from the Stansted parish.

282 Following a discussion on the size of donation that should be provided and noting what other parishes were likely to offer, it was agreed that £150 would be paid to the organisation noting the benefits they provided to the wider community.

Clerk

10 HEARING LOOPS

283 It was agreed that the Clerk should investigate getting quotes for the installation of hearing loops in both the Stansted and Fairseat Village Halls and to also see if any grants were available for this type of project.

Clerk

11 ASH DIE-BACK & BROWN'S FIELD COPPICE

284 It was noted that whilst Nick Connell Tree Surgeons had maintained that the work carried out on the recreation field and at Brown's Field Coppice had been completed there remained some outstanding issues namely the removal in error of the oak tree and the remaining wood chippings in the recreation field. Mr Connell had contacted the Parish Clerk to arrange a site visit and this would be arranged shortly.

Clerk

12 HEDGE-CUTTING

285 It had previously been agreed that in November the hedges around the two villages would be cut in order to make sure that the roads are easily passable. It had been noted that following the notice in the Parish Notes some parishioners had contacted the Clerk to confirm that they did not wish their hedges to be trimmed. The Clerk was instructed to contact Cllr Brooker regarding his hourly rate for this work if he was contracted to do it by the Parish Council.

Clerk

13 MAINTENANCE OF LOCAL PATHS

286 It was noted that the footpath by the Plaxdale Green Farm barns had been cleared.

14 HIGHWAYS

Traffic Plan, Highway Improvement Plan, Signage

287 Cllr Tisson confirmed that she held the Highway Improvement Plan. The Parish Council was waiting for a response from Nigel Rowe from KCC Highways regarding the specific project requests and asked the Clerk to follow up.

Clerk

Other Highways issues

288 The project to site gates at the six entrances to the parish had stalled and needed to be continued with the aim of it being completed by the end of 2023. It was noted that some of the owners of the land affected by the installation of the gates had not given their permission and this needed to be resolved.

Clerk

289 The land designated as village green in Hatham Green Lane needed to be built up to form a bank to prevent parking and disturbance to the neighbouring properties. Three quotes for the work were considered and various confirmations were requested in order that a final decision could be made at the PC meeting in November.

9 PLANNING

a Applications

290 (i) 23/01194/FL | Extension of an outbuilding to create new accommodation | North Down Plaxdale Green Road Stansted Sevenoaks Kent TN15 7PB – Awaiting a decision

The Clerk had prepared a draft letter to the owners to which suggestions were made.

291 (ii) 23/01200/TNCA | To fell 5 ash trees (trees identified as 3, 4, 7, 8, 9) which have ash dieback situated on the border between Daisy Cottage and Holy Innocents church. To remove storm damage from willow tree (tree identified as 14) and reduce by 20%. All works to be carried out in Daisy Cottage garden | Daisy Cottage Vigo Road Fairseat Sevenoaks Kent TN15 7LU - **Awaiting a decision (PC approved provided not conservation area 03.07.23)**

292 (iii) 23/01561/FL | Construction of a swimming pool, partial conversion and re-roofing of chicken house to create a pump room and storage room, replacement of existing fence, proposed air source heat pump and associated works | Coldharbour Wrotham Hill Road Wrotham Sevenoaks Kent TN15 7PT - **Awaiting a decision (No objections raised)**

b Decisions

293 (i) 23/01880/CNA | Consultation by Sevenoaks Borough Council (Reference: 23/02355/HOUSE): Demolition of existing double garage, bike shed, workshop, stable and bomb shelter and erection of a single wooden frame building with pitched roof and solar panels, 2 car park bays and a single garden office room | Threeways The Street Ash Sevenoaks Kent TN15 7HA – **Decided – no objection**

- 294 23/01669/CNA | Consultation by Sevenoaks Borough Council (Reference: 23/02050/HOUSE): Demolition of existing single storey extension and erection of replacement single storey extension to side elevation together with external terracing and landscaping works | Copperfield The Street Ash Kent TN15 7HB – **Decided – no objection**
- 295 23/01447/TPOC | Oak tree on front right boundary - remove epicormic growth up to crown break reduce low overhanging branches by roughly 1.5m to achieve adequate clearance over road to prevent damage by high sided vehicles. All cuts are to be made to adequate growth points where possible. T2 of Tree Preservation Order | Oakwood Farm Cottage Vigo Road Fairseat Sevenoaks Kent TN15 7LT – **Decided – no objection**
- 296 23/01725/FL | Proposed garage (resubmission of approved garage Ref: TM/20/02085/FL) | The Old Manor Plaxdale Green Road Stansted Sevenoaks Kent TN15 7PE – **Decided – no objection**

c Appeals

- 297 (i) There were no new appeals at the time of the meeting.

d Enforcement

- 298 (i) There were no enforcement updates at the time of the meeting.

e Other Planning matters

- 299 It was noted that work had been carried out at the perimeter of the garden at Goodman’s Farm in Tumblefield Road. A letter had been sent to TMBC to investigate further but no response had been received at the time of the meeting and the Clerk was asked to follow-up. **Clerk**
- 300 The development of Stansted Lodge Farm Buildings (Treetops, Oaktree & Highcroft) was discussed and it was agreed that there were various issues at the site where work had been carried out which did not follow the details set out in the original specification approved by the planning department. It was agreed that Enforcement at Tonbridge and Malling should be involved. (The Chairman noted that he was a relative of the owners responsible for the development and did not take part in the discussion). **Clerk**
- 301 The campsite at Lucy’s Barn was discussed and a number of issues were raised and it was agreed that Enforcement at Tonbridge and Malling should be informed. **Clerk**

14 FINANCE – Appendix A

- 302 a **Bank Balances**
The bank balances as listed on Appendix A and as shown on the bank statements were noted.

303 **b** **To approve payments made since last meeting**
Cllr Saunders proposed and Cllr Sefer seconded and it was agreed that the payments made since last meeting as Appendix A be approved.

304 **c** **Accounts for payment**
Cllr Saunders proposed and Cllr Sefer seconded and it was agreed that the accounts for payment listed on Appendix A be approved.

305 **d** **Bank mandate and signatories - dual authorisation**
It was agreed that Cllr Saunders, Cllr Sefer, Cllr Tisson and Mr Rice would be set up as dual signatories and that they would each follow up to ensure they were duly authorised.

306 **e** **CCLA deposit fund**
Following the setting up of the CCLA Public Sector Deposit Fund account which was in progress, the Landlord's deposit monies would be moved to this account.

307 **f.** **Grange Park School – rent review**
It was agreed that Robin Betts should be contacted by the Clerk to see who was the best person to discuss the rent review. A meeting could then be set up attended by the PC Chairman and Tom Sheldon, given his experience of the tenancy agreement with the school. **Clerk**

308 **g.** **Other Finance issues**
None.

15 **MANAGEMENT OF PARISH COUNCIL LAND AND PROPERTY**

309 **i** **Recreation Field**
It was noted that the tree to commemorate the passing of Mr and Mrs Goring had died and needed to be replaced.

310 **ii** **Play park**
There were no matters to note.

311 **iii** **Brown's Field**
This item had been discussed under minute 284.

312 **iv** **Telephone box in Plaxdale Green Road**
There were no matters to note other than the bench alongside needed to be repaired.

- 313 v **Maintenance and handyperson**
Mr Morris confirmed that he had trimmed the hedge at Grange Park School. It was noted that the beading in some of the doors had come loose and it was necessary to check whether it was the tenant or the Council's responsibility to arrange for their repair.

Clerk

- 314 vi **Other issues**
There were no particular items for discussion.

16 VILLAGE HALLS

Stansted Village Hall

- 315 i It was noted that the hedges by the village hall needed to be trimmed by Mr Morris.
- 316 ii The Grange Park School had requested the siting of cameras in the car park and it was agreed that this would be acceptable although they would need to be powered by the school's own electricity supply.

- 317 The leasing of the Stansted Village Hall from the Parish Council would need to be renewed and the Clerk was asked to check the lease agreement for the date.

Clerk

Fairseat Village Hall

There were no issues to discuss.

17 WILDLIFE CAMERAS & SIGNS

- 318 It was noted that Cllr Brooker needed to provide a date for when this project could be completed.

18 REPORTS FROM MEETINGS ATTENDED BY THE COUNCILLORS/CLERK

- 319 There were no reports at this meeting.

19 CORRESPONDENCE

- 320 The Clerk noted that an email had been received from Dr Hyatt's son as he had two beech cuttings which had grown into substantial trees and he would like to bring them back to the village in memory of his father who was active in both the church and school.

- 321 The Parish Council asked the Clerk to contact the vicar if one could be sited in the churchyard and the other could be planted within the village.

Clerk

20 ANY OTHER BUSINESS

The next village walkaround would taken place from 11.00am on 16 October meeting at Fairseat Village Hall.

PUBLIC SESSION

Mr Whitaker noted that Natural England had reported that great crested newts had been found in the pond in Fairseat which was significant as their numbers were declining and they were classified as an endangered species.

The Chairman thanked everyone for attending and closed the meeting at 9.00 pm.

SignedChairman

Dated.....