

STANSTED PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 7th OCTOBER 2019
AT STANSTED VILLAGE HALL, MALTHOUSE ROAD, STANSTED
AT 8.00 pm**

PRESENT: Cllr Harry Bott Chairman In the Chair
Cllr Mrs Polly Falconer Vice-Chairman
Cllr Thomas Brooker
Cllr Daren Sefer
Cllr Jack Saunders
Cllr Kevin Sparkes
Cllr Yvonne Tisson
Mrs Melita Gandolfo Clerk

In attendance Cllr Harry Rayner Kent County Council

3 members of the public

Item *Action point*
Minute no 2019/2020/

1 APOLOGIES

234 All Parish Councillors were present.

2 DECLARATIONS OF INTEREST AND ALTERATIONS TO THE REGISTER

235 None.

3 MINUTES OF THE MEETING HELD ON 4th SEPTEMBER 2019

236 It was proposed by Cllr Falconer, seconded by Cllr Sefer and agreed that the minutes of the meeting held on 4th September 2019 be signed as a true record.

4 MATTERS ARISING

237 There were no matters arising.

5 STANSTED SCHOOL PROJECT UPDATE

238 **i Car park**

The car park had been completed and the improvements had been appreciated by users. Phil Chamberlain from the Project Steering Group and the Clerk had worked to provide the necessary documentation for the LEADER grant, and the application had been submitted.

239 **ii School Building**

Nothing to report.

240 iii **Forthcoming meeting with Grange Park School**

Cllr Bott, Cllr Falconer, Cllr Tisson and the Clerk were due to meet with the Head Teacher Renukah Atwell and the Business Manager Zoe McNally of GPS on 16th October. GPS had requested by email that the focus of the meeting should be communication between GPS and the Parish Council, and if necessary a future meeting could be arranged to clarify the terms of the lease.

6 WORLD WARS COMMEMORATIVE BOOKLET

241 The Chairman suspended the meeting to allow Mr John Mattick to speak.

Mr Mattick said that the booklet was at Scarbutts printers. A few small amendments were required and were being resolved. Mr Mattick would coordinate delivery of the booklets in the Parish, with a covering letter. Cllr Bott agreed to provide a map showing roads in the Parish to facilitate delivery. Mr Mattick said that a free copy would also be given to people outside the Parish who had helped on or contributed to the booklet. Mr Mattick said that an Exhibition was planned in Vigo Village Hall for 8th, 9th and 10th November, similar to the one held in Stansted in 2018. A covering letter was being prepared and the Clerk said this could be copied by the Copy Shoppe in West Malling for £28 for 360 copies. It was proposed by Cllr Bott and seconded by Cllr Falconer that this be accepted.

The Chairman thanked Mr Mattick and reconvened the meeting.

242 The covering letter was being prepared and the Clerk said this could be copied by the Copy Shoppe in West Malling for £28 for 360 copies. It was proposed by Cllr Bott and seconded by Cllr Falconer that this be accepted.

243 Cllr Tisson said that a parishioner had asked whether an RAF memorial could be installed at or near the site of a WW2 crashed plane. The exact location for the memorial would be agreed.

SUSPENSION OF MEETING FOR COUNTY AND BOROUGH COUNCILLORS' REPORTS

The Chairman suspended the meeting for KCC Councillor Harry Rayner to give his report.

Cllr Rayner reported that a KCC Highways Seminar would be held in Tunbridge Wells on Wednesday 20th November, 9.50 – 13.00, and the issue of encroachment on verges could be raised. Sheila Goodworth had compiled a dossier of encroachment in Stansted. Cllr Falconer agreed to attend the Seminar and the Clerk will confirm her booking.

The Chairman thanked Cllr Rayner and reconvened the meeting.

7 PLANNING

a Applications

244 i 19/02181/FL 7 Oakwood Farm Fairseat Sevenoaks Kent TN15 7LT
Erection of single storey front extension to form entrance porch

No objection

2

- 245 **ii** 9/02306/TNCA The Old Rectory, Plaxdale Green Road, Stansted Sevenoaks Kent TN15 7PB
 T1 Beech - Crown reduce whole crown by approximately 2-3m. Install 8T Cobra Cable Brace in main trunk, 2T Brace in front limb to support the weak unions, T2 Sweet Chestnut - Reduce low limb on south side by 3m and small damaged limb on south-west side by 1.5m, remove suckers on trunk and T3 Horse Chestnut - Crown lift all round to approximately 3m, prune to clear Yew Hedge by 2m to allow more light to hedges

No objection

b Decisions

- 246 The decision listed on Appendix A was noted.

C Enforcement

- 247 **i Lucy's Barn Campsite, Ash Lane / Janes Farm**

Nothing to report re the Lucy's Barn Campsite, as Enforcement had responded to the Clerk's email: "as far as this Authority is aware a Licence has now been issued by the Camping and Caravan Club at Lucy's Barn".

Regarding the caravan at Janes Farm, the Clerk had received the following email response from Enforcement

"A recent application at Janes Farm has determined that the caravan is within the curtilage of the property and as such its use is ancillary to the dwelling and no breach of planning control is occurring."

- 248 **ii Littlefields, Plaxdale Green Road, Stansted**

It was agreed that the Clerk would email Enforcement for an update.

- 249 **d Appeals**

An Appeal had been submitted on the tree house at Littlefields, Plaxdale Green Road, and the Clerk will email Enforcement for an update.

- 250 **e Any Other Planning Issues**

Cllr Falconer reported that there was a lot of activity at Oakwood Stables, Vigo Road, Fairseat. High fences and conifers had been installed around the building, windows had been installed in the stables, and a caravan had been on the site for some time. Cllr Falconer passed round photographs of the site. It was agreed that this should be monitored, and reported if it appeared that the building was being lived in.

9 FINANCE

- 251 **a Bank Balances**

The bank balances as listed on Appendix B were noted.

- 252 **b Payments made since Last Meeting**

It was proposed by Cllr Mrs Falconer, seconded by Cllr Sparkes and agreed the payments made since the last meeting as listed on Appendix B be approved.

253 c **Accounts for Payment**

It was proposed by Cllr Sparkes, seconded by Cllr Sefer and agreed the accounts for payment as listed on Appendix B be paid (cheques 961-965)

254 d **Bank mandate**

The Clerk had submitted a form to be a mandate signatory and had received confirmation from NatWest that this had been implemented, however she was still waiting to be enabled for online banking.

255 e **Clerk's expenses**

Nothing to report.

9 **GRANT APPLICATIONS**

256 It was proposed by Cllr Falconer and seconded by Cllr Sefer and agreed that a grant of £50 be made to the Royal British Legion Poppy Appeal under S 137 of the LGA 1972.,

10 **MANAGEMENT OF THE COUNCIL'S LAND & PROPERTY**257 a **Recreation Ground**

Nothing to report

258 b **Play Park**

Nothing to report

259 c **War Memorial and garden**

Nothing to report

260 d **Telephone kiosk**

Gerry Glidewell had repainted the Union flag telephone box.

261 e **Church Bank**

Mick Osborne had repainted the seat.

262 f **Hatham Green**

It was agreed that Cllr Brooker and Cllr Saunders would provide a quote for moving earth from Plaxdale Green Road (near gate to Old Rectory) to Hatham Green, to build up the green area to deter parking on the grass.

g **Browne's Bequest**

263 i A parishioner had asked if a kissing gate could be installed in place of the existing stile on MR218, from Browne's field onto Plaxdale Green Road. It was agreed that the Clerk would contact KCC to ask if they could provide a kissing gate and at what cost. Cllr Brooker will quote for installation.

264 **ii** It was noted that the area of trees in Browne’s field required coppicing. A felling licence would be required, the Clerk could then seek quotes for the work. Cllr Saunders agreed to write about coppicing in his regular Parish Notes page.

265 **h** **Registration of Land**

The Clerk said that the Land Searches Dept at KCC had confirmed that Church Bank was fully registered as a Village Green in 1970 - VG197 - so no further action was required. It was agreed that the Clerk would pursue registration of the War Memorial triangle.

11 **HIGHWAYS AND TRANSPORT**

266 **a** **Public Rights of Way**

The Chairman suspended the meeting to allow Mr Roy Barry to speak.

Mr Barry said that there was a large fallen tree blocking Wise’s Lane MR200, approximately 700 paces in from Hatham Green Lane. Cllr Bott will arrange for this to be sawn / removed.

Mr Barry said that the two fallen trees reported last month in Westfield Wood - FPMR 204 and FPSD 254 – had not been cleared. It was thought that these were actually in Ash Parish, not Stansted. The Clerk said she had reported them to KCC Rights of Way Dept last month but would now contact Ash Parish Council to ask them to take action.

The Chairman thanked Mr Barry and reconvened the meeting.

267 **b** **Encroachment**

No further updates.

268 **c** **Blocked storm drains**

The storm drain near the War Memorial appeared to be blocked. The Clerk will mark storm drains on a map and send to KCC Cllr Harry Rayner, who will pursue at KCC.

269 **d** **Speeding in Stansted and Fairseat**

Various strategies to deter speeding in the villages were discussed. It was thought that decorative features such as attractive planting, village signs, short lengths of fence to indicate the entrance to the villages, and cut-out figures in strategic points could all help to reduce speeding as drivers would slow down to look.

270 **e** **Other highways or transport issues**

Cllr Bott said that the hedges in the Parish were getting very overgrown. He suggested that the Parish Council investigate a system, whereby it would pay for hedges to be cut, and then individual landowners / householders with hedge frontage of more than 10m would be invoiced accordingly. One main cut per year plus some maintenance would be required. Working parties would be set up to establish who owned which hedges and the length of hedge, - Cllr Bott for Stansted, Cllr Falconer and Cllr Sparkes for Fairseat.

- 12**
- 271 a **VILLAGE HALLS**
Stansted Village Hall
- Nothing to report.
- 272 b **Fairseat Village Hall**
- Nothing to report.
- 13**
- Standing Orders – draft – Appendix C**
- 273 It was agreed that the Clerk would review / amend the reference to Unitary Council
- 14**
- POLICE MATTERS**
- 274 PCSO PC Mark Thomas had sent apologies that he was unable to attend the October Parish Council meeting.
Cllr Bott reported that a burnt out car had been found on Windmill Hill.
- 15**
- DEFIBRILLATORS**
- 275 Cllr Tisson had demonstrated the defibrillators at Stansted Fete, and had run a training session at Stansted Village Hall. All three defibrillators had been installed. Cllr Tisson will put a notice in the Parish Notes, asking parishioners to contact her if they notice that a defibrillator has been disturbed or uncovered.
- 16**
- GIFTS FOR GPS STEERING GROUP AND RETIRED CLERK**
- 276 It was agreed that the Clerk should write to Stansted Village Hall committee to ask if a plaque listing members of the GPS Steering Group could be displayed in the Hall in recognition of their work.
- 277 It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed, that the Clerk should order two personalised mugs as a leaving gift for the retired Clerk.
- 17**
- REPORTS ON MEETINGS ATTENDED BY COUNCILLORS AND CLERK**
- 278 Nothing to report.
- 18**
- CONSULTATION DOCUMENTS**
- 279 None received.
- 19**
- CORRESPONDENCE**
- 280 None received.
- 20**
- REPORTS & CIRCULARS**
- 281 None received.

21 ANY OTHER BUSINESS

282 The Clerk reported that she had asked Gerry Glidewell to provide some information and ideas on new notice boards, and was still awaiting a response.

PUBLIC SESSION

No matters were raised.

The Chairman thanked everyone for attending and closed the meeting at 9.50 pm

SignedChairman

On the day of 2019