

STANSTED PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 6th JUNE 2022 AT 8 pm
AT STANSTED VILLAGE HALL**

PRESENT: Cllr Harry Bott Chairman
 Cllr Mrs Polly Falconer Vice-chairman
 Cllr Jack Saunders
 Cllr Daren Sefer
 Cllr Mrs Yvonne Tisson
 Mrs Melita Gandolfo Clerk
 TMBC Cllr Martin Coffin (for part of meeting)

Item *Action point*

Minute no

1 APOLOGIES

70 Apologies for absence were received from Cllr Kevin Sparkes (working) and Cllr Tom Brooker, and were accepted; Apologies were also received from KCC Cllr Harry Rayner

2 DECLARATIONS OF INTEREST AND ALTERATIONS TO THE REGISTER

71 Cllr Saunders declared in interest in item 6 a (i) as the applicant.
 Cllr Bott declared a pecuniary interest in item 6 a (i).

3 MINUTES OF THE MEETING HELD ON 9th MAY 2022

72 It was proposed by Cllr Bott, seconded by Cllr Sefer and agreed that the minutes of the meeting held on 9th May 2022 be signed as a true record.

4 MATTERS ARISING

73 There were no matters arising.

Suspension of meeting for Borough Councillor's report

The Chairman suspended the meeting to allow TMBC Cllr Martin Coffin to speak.

Cllr Coffin said that TMBC had already arranged heating fuel payments for nearly 32,000 households, with a small number of payments still to be made.

Electric car charging points were being installed, but most of these were in the Tonbridge area.

The new Leybourne Lakes café was due to open in July.

TMBC's opposition to Appeal 20/01665/FL, Oak Tree Stable, Fairseat, had been unsuccessful.

The Chairman Cllr Coffin and reconvened the meeting.

5 HIGHWAYS

a Traffic Plan, Highway Improvement Plan, Signage; updates; insurance

74 The new fingerposts had been delivered. Thanks went to Cllr Brooker for installing the fingerposts at what was a very busy time of year for him, and to Cllr Falconer for organising this. It was agreed that the Clerk should contact Zurich Insurance to

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establish the cost of insuring the new fingerposts and signs against theft.

75 Due to work commitments, Cllrs Brooker and Saunders had not yet been able to move earth to build up banks in agreed areas; this action to be carried forward.

76 Cllr Falconer reported that a site meeting had been held with Claire Venner (KCC Highways), Highways Consultant Les Henry, and KCC Cllr Harry Rayner to discuss the next steps on the HIP (Highways Improvement Plan) for the three priority areas identified: Vigo crossroads, A20 junction at the Hilltop, Fairseat pond area. Claire Venner said that at the A20 junction, all old road markings and cats eyes would have to be removed and the road surface made good before new markings could be added.

Claire Venner agreed that the Vigo crossroads was a problem area. She thought that the bus stops would have to be moved. She agreed to provide notes and indicate the cost of a topographical survey which would be required.

At Fairseat pond, an area of different coloured road surface had been suggested, but this would not be permitted by Highways. The parish council do not want white road markings here.

Claire Venner to provide notes and advise on next steps.

77 Cllr Brooker's solicitor had not been able to provide agreement documents for landowners giving permission for village gateways to be installed on their land. Cllr Sefer agreed to contact a solicitor.

b Other Highways issues

78 No other issues were raised.

6. PLANNING

a Applications

79 **(i) 22/00977/AGN** | Two new agricultural buildings with associated hardstanding and track (private way) | Stansted Lodge Farm Tumblefield Road Stansted Sevenoaks Kent TN15 7PR. Cllrs Saunders and Bott left the meeting for this item.

No comments.

b Decisions

80 **22/00738/FL** | Replacement garage | Plaxdale Green Farm Plaxdale Green Road Stansted Sevenoaks Kent TN15 7PB Decided: Refuse

81 **22/00087/FL** | Extension to the side of the existing wardens house, to create a ground floor living room, and a first floor bedroom 1 with en-suite. The existing first floor to be adapted to form 3 bedrooms for the applicants 3 children | Managers House Thriftwood Caravan And Camping Park Plaxdale Green Road Stansted Sevenoaks Kent TN15 7PB
Decided: Refuse

c Appeals

82 **I 20/01665/FL – Oak Tree Stable, Vigo Road, Fairseat – Appeal ref 21/00002/REF**
The applicants had been successful in their Appeal.
It was however noted that permission was granted to the named persons only.

- 83 **ii 21/00785/FL - Lucy's Barn, Hatham Green Lane, Stansted TN15 P7L**
Retrospective application for the change of use of agricultural land to formation of hard-standing and erection of dog kennels and shed for a temporary 2 years.
Appeal in progress
- 84 **iii 21/00033/ENFNOT – Appeal against Enforcement Notice – 7 Oakwood Farm, Fairseat, TN15 7LT**
Appeal in progress
- 85 **iv 22/00014/REF | Proposed replacement windows to Residence 9 white upvc – Ridgeland, Malthouse Road Stansted Sevenoaks Kent TN15 7PJ**
Appeal against Refusal of permission – Appeal in progress
- 86 **d Enforcement**
(i)21/01223/TPOC | - Thriftwood Caravan and Camping Park, Stansted TN15 7PB
This application to cut down trees had been refused. The Clerk had again emailed Enforcement and the TMBC Tree Officer to ask if a replanting scheme was in place and had been informed that a course of action was still being considered.
Cllr Bott will provide Google Earth pictures of the tree changes at Thriftwood.
- 87 **(ii)Caravan in field at Littlefield, Plaxdale Green Road**
Clerk to report to Enforcement; caravan has been fenced off.
- 88 **e Other Planning Matters**
None.
8. **FINANCE – Appendix A**
- 89 **a Bank Balances**
The bank balances as listed on Appendix A were noted.
- 90 **b Accounts for Payment**
It was proposed by Cllr Bott and seconded by Cllr Falconer and agreed that the accounts for payment listed on Appendix A be paid; with the addition of late invoices:
IT Solutions Kent Ltd £36 (scanner issue resolved) Rialtus software, annual fee £154.80
- 91 **c Accounts for 2021/2022**
The accounts for 2021/2022 were received.
- 92 **d Internal auditor's report**
The internal auditor's report was received. No issues were identified.
- 93 **e External Audit Annual Return Governance Statement 2021/2022**
The External Audit Annual Return Governance Statement was received. It was proposed by Cllr Falconer, seconded by Cllr Sefer and agreed it be signed by the Chairman and Clerk.
- 94 **f External Audit Statement of Accounts 2021/2022**
It was proposed by Cllr Falconer, seconded by Cllr Sefer and agreed the External Audit Annual Return Statement of Accounts for the year to 31st March 2022 be agreed and signed by the Chairman and Responsible Financial Officer.
- 95 **g Other Finance Issues**
None.

MANAGEMENT OF PARISH COUNCIL LAND AND PROPERTY96 **i Recreation Field**

The picnic benches were due to be delivered; Clerk to liaise

97 Works to the path and car park lighting posts to protect against damp caused by ant hills had not yet been carried out. Clerk to remind ACP Electrics and if necessary to obtain quotes from a different electrician.

98 **ii Play park**

The annual safety inspection had been made on behalf of Zurich Insurance.
No serious problems were identified.

99 **iii Brown's Field**

The Council is waiting for the felling licence.

100 **iv Other issues****Notice boards**

The Clerk said it was difficult to use the notice board at the Tumblefield Road junction due to the steep bank which is slippery in wet weather. The Clerk to liaise with Cllr Brooker to build a step on the bank.

It was also noted that the doors on the notice board near the Hilltop have "dropped" making them difficult to open. Clerk to liaise with Gerry Glidewell.

101 **Maintenance and handyperson**

The possibility of appointing a self-employed handyperson was discussed. Cllrs Tisson and Saunders had prepared a list of tasks that need to be carried out on a regular basis. It was agreed that all would consider this list which would then be finalised and the position advertised

VILLAGE HALLS**11.****i Stansted Village Hall**

102 **a.** Stansted VH Chairman Chairman Will Peat had written to ask for permission for a post to be erected in the car park near the front door of the VH, to allow broadband connection. This was unanimously agreed.

103 **b.** A post in the car park had been knocked over. Clerk to ask Cllr Brooker to replace

ii Fairseat Village Hall

104 No issues raised.

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12. PARISH PARTNERSHIP PANEL AND KALC REPRESENTATIVES

105 It was agreed that Cllrs Tisson and Sefer would be representatives.

13. PARISH MAGAZINE

106 No issues raised.

14. QUEEN'S PLATINUM JUBILEE

107 It was agreed that this had been a most enjoyable event, very well attended. Donations had been invited for the hog roast, the Clerk to count the money and make a donation to a local Ukraine charity. (TMBC Cllr Coffin to suggest charity)

15 UKRAINIAN REFUGEE CRISIS

108 No further updates.

16 CORRESPONDENCE

Berry Housing Trust

109 Berry Housing Trust had written asking that the Parish Council approve Alan Bullock and John Mattick as two new Trustees. It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed, that they be approved. Clerk to confirm to Berry Housing Trust.

17 ANY OTHER BUSINESS

110 None.

PUBLIC SESSION

No issues were raised.

The Chairman thanked everyone for attending and closed the meeting at 9.25 pm.

SignedChairman

Dated.....