

**STANSTED PARISH COUNCIL****MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY 12 MAY 2014 AT STANSTED VILLAGE HALL, MALTHOUSE ROAD, STANSTED AT 9.30 pm**

<b>PRESENT:</b>	Cllr Harry Bott	Chairman	
	Cllr John Brooker		
	Cllr Mrs Sheila Goodworth		
	Cllr Michael Osborne		
	Mrs Roxana Brammer	Clerk	
In attendance	Cllr Mrs Sarah Hohler	Kent County Council	Items 1-10
	Cllr Mrs Ann Kemp	Tonbridge & Malling Borough Council	Items 1-10
	Cllr Matthew Balfour	Tonbridge & Malling Borough Council	Items 1-10
	5 members of the public		

**Item** *Action point*  
Minute no 2013/14/

**1 ELECTION OF CHAIRMAN**

32 It was proposed by Cllr Mrs Goodworth, seconded by Cllr Brooker and agreed unanimously that Cllr Bott be Chairman for the coming year.

**2 DECLARATION OF CHAIRMAN'S ACCEPTANCE OF OFFICE**

33 Cllr Bott signed his declaration of acceptance of office before the Proper Officer of the Council.

**3 ELECTION OF VICE-CHAIRMAN**

34 It was proposed by Cllr Mrs Goodworth, seconded by Cllr Osborne and agreed unanimously that Cllr Mrs Falconer be Vice-chairman for the coming year.

**4 DECLARATION OF VICE-CHAIRMAN'S ACCEPTANCE OF OFFICE**

35 As Cllr Mrs Falconer was not present, it was resolved that Cllr Mrs Falconer should sign her declaration of acceptance of office before the Proper Officer of the Council at the commencement of the next meeting.

**5 APOLOGIES**

36 Apologies for absence were received from Cllrs Mrs Falconer, Goring and Miss Howie, all on holiday. These apologies were accepted by members.

**6 DECLARATIONS OF INTEREST AND ALTERATIONS TO THE REGISTER**

37 Cllr. Mrs Goodworth declared a personal interest in item 15a as a member of the Hall Management Committee.

**7 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES****38 a Parish Partnership Panel**

Cllr Miss Howie and the Clerk.

**39 b KALC Tonbridge Area Committee**

Cllrs Bott and Mrs Falconer.

**40 c Police Liaison**

Cllr Mrs Goodworth

**8 MINUTES OF THE MEETING HELD ON 7 APRIL 2014**

41 It was proposed by Cllr Mrs Goodworth, seconded by Cllr Osborne and agreed the minutes of the meeting held on 7 April 2014 be signed as a true record.

**9 MATTERS ARISING**

42 No matters were raised.

The Chairman suspended the meeting to enable the County and Borough Councillors give their reports and for the public session.

**COUNTY & BOROUGH COUNCILLORS' REPORTS**

Cllrs Mrs Hohler, Mrs Kemp and Balfour said they had nothing to add to their reports given to the Annual Parish Meeting.

**PUBLIC SESSION**

Mr Gary Taylor, the new owner of the Coach House at Parsonage Farm, said he would like to talk about his recent planning application, to which the Parish Council had objected. He explained that he wished to retain the stable block that had been given permission to be removed. He also said that the fabric of the Coach House was in a bad state and he would probably be seeking permission to demolish it and build a new house on the same footprint. It was explained to him that the Parish Council had liked the design aspects of the scheme for which consent had been granted and Mr Taylor's drawings had not shown his new proposals within the context of the permitted development of the site.

The Chairman thanked the County and Borough Councillors and members of the public and reconvened the meeting.

**10 PLANNING****a Applications**

43 i **TM/14/01219/FL:** High Tree, Tumblefield Road, Stansted: Two single storey rear extensions and installation of ground floor WC

No objection.

- 44 ii **TM/14/01349/LDE:** London Golf Club, South Ash Manor, South Ash road, Ash: Lawful Development Certificate Existing: Section of access road leading to hotel car park, part construction of car park and service road to hotel

No objection.

- 45 iii **TM/14/01347/CAN & TM/14/01413/CAN:** Threeways, The Street, Ash: Consultation by Sevenoaks District Council: Erection of 2-storey side extension; alterations to rear garden room; minor internal alterations and repairs to chimney stack *and* Listed building consent for same

No objection.

- 46 b **Decisions**

The decisions as listed on Appendix A were received.

- 47 c **Enforcement**

None

- 48 d **Appeals**

None.

- 49 e **Other Planning Issues**

None.

**11 FINANCE**

- 50 a **Bank Balances**

The bank balances as listed on Appendix B were noted.

- 51 b **Cheques signed since last Meeting**

None.

- 52 c **Accounts for Payment**

It was proposed by Cllr Bott, seconded by Cllr Mrs Goodworth and agreed the accounts for payment as listed on Appendix B be paid (cheques 694 - 695).

- 53 d **Adoption of Accounts**

It was proposed by Cllr Mrs Goodworth, seconded by Cllr Osborne and agreed the

accounts for the year to 31 March 2014 be adopted and signed by the Chairman and Responsible Financial Officer.

54 **e Internal Auditor's Report**

The report of the internal auditor was received.

55 **f Audit Annual Return Statement of Accounts 2013/14**

It was proposed by Cllr Brooker, seconded by Cllr Mrs Goodworth and agreed the Audit annual return statement of accounts for the year to 31 March 2014 be signed by the Chairman and Responsible Financial Officer.

56 **g Audit Annual Return Statement of Assurance 2013/14**

It was proposed by Cllr Bott, seconded by Cllr Osborne and agreed the statement of assurance be signed by the Chairman and Clerk.

57 **g Chairman's Allowance**

It was proposed by Cllr Brooker, seconded by Cllr Mrs Goodworth and agreed that £50 be allocated.

**12 FUNDING REQUESTS**

58 No applications received.

**13 MANAGEMENT OF THE COUNCIL'S LAND & PROPERTY**

**a Recreation Ground**

59 i. General Matters. Nothing to report.

60 ii. Hire of Ground. Cllr Mrs Goodworth said that the Stansted Fête would be held on Saturday 6<sup>th</sup> September. Members gave permission for a dog show and gymkhana to be held on the field as part of the fête.

61 iii. Posts. Cllr Osborne would action this.

*MO*

62 **b Playpark**

Cllr Mrs Goodworth reported the masterplan was being drawn up.

63 **b War Memorial and Garden**

It was reported the grass needed mowing.

64 **c Telephone Kiosk**

Cllr Bott said he would clean the kiosk.

*HB*

65 **d Village Green Land, Hatham Green Lane and Parsons Lane**

Nothing to report.

**14 HIGHWAYS & TRANSPORT****66 a Pond, Hatham Green Lane**

It was reported that the pond would be made deeper to take more water and that it would be kerbed and reflective bollards would be placed round it.

**67 b Cob Trees, Hatham Green Lane**

It was reported that the bollards had reappeared on the highway outside Cob Trees. Cllr Bott said Cllr Mrs Hohler was on the case.

**15 VILLAGE HALLS****68 a Stansted Village Hall**

Cllr Mrs Goodworth said a croquet afternoon would be held on 20<sup>th</sup> July. The hall had acquired a bowls mat. The last Farmers Market that had been held had been successful.

**69 b Fairseat Village Hall**

It was reported the Fairseat fête would be held on 15<sup>th</sup> July and the Committee was planning a barn dance later in the year.

**16 Stansted School**

70 It was agreed to support the school and the new Headteacher whenever possible.

**17 POLICE MATTERS****71 a Police Representative's Report**

Cllr Mrs Goodworth had nothing to report.

**72 b Neighbourhood Watch**

Cllr Bott reported door-to-door salesmen had been in the area and had worried some residents.

**18 CONSULTATION**

73 No documents received.

**19 CORRESPONDENCE**

74 None

**20 REPORTS & CIRCULARS**

75 None received.

**21 ANY OTHER BUSINESS**

**76 a Broadband**

Cllr Bott reported that the tenders would be evaluated in the next few days.

The Chairman closed the meeting at 9.55 pm

Signed .....Chairman

On the .....day of .....2014