

STANSTED PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 31 JULY 2023
AT FAIRSEAT VILLAGE HALL AT 8PM**

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

Mr David Rice Clerk
Five members of the public

Item *Action point*

Minute no

1 APOLOGIES

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

2 DECLARATIONS OF INTEREST AND ALTERATIONS TO THE REGISTER

184 There were no declarations of interest.

3 MINUTES OF THE MEETING HELD ON 3rd JULY 2023

185 It was proposed by Cllr Dickson, seconded by Cllr Sefer that the minutes of the meeting held on 3rd July 2023 be signed as a true record.

4 MATTERS ARISING

186 There were no matters arising.

5 COUNTY AND BOROUGH COUNCILLORS' REPORTS

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

Cllr Rayner gave an update from Kent County Council noting the financial pressures faced by Kent County Council and how it was required to make savings of £87m in 2024 which would have a significant impact on the level of services it would be able to provide.

Progress was being made for a local transport plan which would include buses and rail services for and this had not happened previously.

It was noted that there would be changes to the Parliamentary boundaries and in future our council will be known as Tonbridge and not Tonbridge and West Malling.

The Chair thanked Cllr Rayner and reconvened the meeting.

6 WAR MEMORIAL

187 The Parish Council were concerned to learn of the damage to the war memorial which had involved a saw cut being made into the statue. The statue had previously been fitted with an alarm, however, this was no longer active. It was agreed to check the conditions of the insurance policy and to see if it could be repaired.

Clerk

7 MEMORIAL TO PILOT OFFICER COLIN FRANCIS

188 There was a discussion further to the presentation at the meeting on 3 July by the Stansted and Fairseat History Society regarding the proposal for a memorial to Pilot Officer Colin Francis to be sited on the village triangle. Subsequent to that meeting a sub-committee of councillors had been appointed to view the site and their suggestion was that, given the size of the memorial, it was more appropriate for this to be placed in the walled area facing the triangle and that this could be combined with cutting back the undergrowth and the siting of a new bench. A further inspection of the site would be carried out when the councillors carried out their walk-around of Stansted in September.

8 ASH DIE-BACK & BROWN'S FIELD COPPICE

189 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. It was agreed that a meeting would be arranged between Mr Connell and Cllrs Dickson, Brooker and Saunders to resolve the matter.

9 HEDGE-CUTTING

190 It was 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 was agreed that if any parishioners did not wish their hedges to be trimmed they should contact the Parish Council and that a note to that effect be included in the September edition of the Parish Notes. It was noted that the cost of hedge-cutting would be met in full by the Parish Council.

10 MAINTENANCE OF LOCAL PATHS

191 It was that this would be agreed the matter would be investigated so that the paths were accessible to walkers.

8 HIGHWAYS

Traffic Plan, Highway Improvement Plan, Signage

192 The Parish Council was waiting for a response from Nigel Rowe from KCC Highways regarding the specific project requests.

193 The project to site gates at the six entrances to the parish was underway and it was agreed that the one located at The Hilltop was a positive addition to the village and would encourage drivers to slow before the bend on the start of Plaxdale Green Road. It was agreed that some grass and wildflower seed should be sown to soften the appearance of the posts around the sign.

Other Highways issues

- 194 It was agreed that the Highways Department should be contacted regarding issues like the silting up of drains, the quality of verge trimming and the replacement of the Stansted village sign by The Hilltop.

9 PLANNING

a Applications

- 195 (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

It was agreed to discuss with the owners whether the level of lighting at the property could be reduced.

- 196 (ii) 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 – Awaiting a decision

No objections were raised.

- 197 (iii) 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)

It was agreed that to investigate further as to whether the TMBC would be visiting the site.

- 198 (iv) 23/01171/FL | Installation of 2 x 20 panel solar pv, ground mounted arrays on the former tennis court | The Courtyard Vigo Road Fairseat Sevenoaks Kent TN15 7LU - Awaiting a decision (PC approved 03.07.23)

The previous decision of the PC was noted.

b Decisions

- 199 (i) 23/01151/FL | Replacing existing white painted timber single glazed windows and doors with new white painted timber double glazed windows and doors. Provide French doors on south elevation in location of existing window | Court House Vigo Road Fairseat Sevenoaks Kent TN15 7LU

The PC noted that this application had been approved by TMBC.

- 200 (ii) 23/01143/FL | First floor side extension and enclosure of existing tool room (resubmission of lapsed permission TM/18/00008/FL) | North Down Plaxdale Green Road Stansted Sevenoaks Kent TN15 7PB

The noted that this application PC had been approved by TMBC.

c Appeals

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

d Enforcement

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

e Other Planning matters

203 It was noted that work had been carried out at the perimeter of the garden at Goodman's Farm in Tumblefield Road which included the building of a deck. This had involved the removal of a number of trees which had revealed a large single storey structure. It was understood that this building had been allowed as 'permitted development', and a letter had been sent to TMBC to investigate further but no response had been received at the time of the meeting.

204 The development of Stansted Lodge Farm Buildings (Treetops, Oaktree & Highcroft) was ongoing and the final landscaping would be reviewed on completion.

205 The campsite at Lucy's Barn was discussed and it was agreed that if residents could present evidence of any concerns that it was being operated for more days than for which it had the required permission, the Parish Council would make a submission to TMBC.

206 There were plans for the Parish Council to bank the parish land at the entrance to Oaktree Farm to prevent parking opposite the neighbouring properties and quotes were being sought for the work. A letter explaining the proposal would be sent to the residents of Oaktree Farm and quotes for the work would be considered at the next meeting.

Clerk

14 FINANCE – Appendix A

207 **a Bank Balances**

The bank balances as listed on Appendix A and as shown on the bank statements were noted.

208 It was noted that in order to satisfy the bank's requirements to update the Parish Council's signing procedures, Cllr Tisson would be temporarily removed as a signatory and then be re-instated.

209 **b To approve payments made since last meeting**

Cllr Dickson proposed and Cllr Tisson seconded and it was agreed that the payments made since last meeting as Appendix A be approved.

210 c **Accounts for payment**

Cllr Dickson proposed and Cllr Tisson seconded and it was agreed that the accounts for payment listed on Appendix A be approved.

211 d **Bank mandate and signatories - dual authorisation**

It was agreed that Cllr Dickson, 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.

212 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.

213 f. **Grange Park School – rent review**

It was agreed that a meeting should be set up between the Chairman and Cllr Robin *Clerk* Betts, Treasurer of the Grange Park School to discuss the rent review.

214 g. **Other Finance issues**

None.

15 MANAGEMENT OF PARISH COUNCIL LAND AND PROPERTY

215 i **Recreation Field**

There were no matters to note.

216 ii **Play park**

There were no matters to note.

217 iii **Brown's Field**

This item had been discussed under minute 189.

218 iv **Telephone box in Plaxdale Green Road**

There were no matters to note.

219 v **Maintenance and handyperson**

There were no particular items for discussion.

220 vi **Other issues**

There were no particular items for discussion.

16 VILLAGE HALLS

221 i **Stansted Village Hall**
There were no issues to discuss.

222 ii **Fairseat Village Hall**
There were no issues to discuss.

17 WILDLIFE CAMERAS & SIGNS

223 The GDPR issues were noted in relation to filming and that it had to be clear to the public that filming was taking place. In addition, the film had to be properly managed and not retained indefinitely .

18 REPORTS FROM MEETINGS ATTENDED BY THE COUNCILLORS/CLERK

224 Cllr Tisson reported that she had attended a seminar on housing which had highlighted that an estimated new 15,000 houses needed to be built – 5% of those being required due to immigration, 45% for the local population and 50% for internal migration to Kent from other parts of UK.

225 There is now a Beat Team which is made up of police officers engaging with the community and solving issues as a part of the Tonbridge and Malling Community Safety Unit. Inspector Terry Newman was establishing a schedule to ensure that a PC would attend Parish Council meetings on a regular basis.

19 CORRESPONDENCE

226 The Grange Park School had requested CCTV cameras overlooking the car park at Stansted Village Hall. It was agreed that this would be discussed in more detail with personnel from the school.

20 ANY OTHER BUSINESS

There no further items of business.

PUBLIC SESSION

Mr Godding noted that on behalf of the Berry Housing Trust thanked the Parish Council for the grant they had provided to carry out the roof refurbishment on the almshouses and that the work had completed to a very high standard.

The Chairman thanked everyone for attending and closed the meeting at 9.40 pm.

SignedChairman

Dated.....