

**Stansted Annual Parish Council Meeting**  
**Monday 15<sup>th</sup> May 2023 at 8 p.m. at Stansted Village Hall**

**NOTICE is hereby given that the Annual Parish Council Meeting will be held on Monday 15<sup>th</sup> May 2023 at 8 pm, which meeting Members are hereby summoned to attend.**

**Before the commencement of the Meeting, members will be required to sign their Declarations of Acceptance of Office before the Proper Officer of the Council**

**AGENDA**

- 1. Election of Chairman**
- 2. To receive the Chairman's Declaration of Acceptance of Office or, if the Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council**
- 3. Election of Vice-Chairman**
- 4. To receive the Vice-Chairman's Declaration of Acceptance of Office or, if the Vice-Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council**
- 5 . Apologies for absence**
- 6. Declarations of interest**
- 7. To appoint representatives:**
  - a. KALC**
  - b. Parish Partnership Panel**
- 8. To agree Minutes of the Parish Council meeting held on 6<sup>th</sup> March 2023**
- 9. Matters arising from the Minutes not elsewhere on the Agenda**

**Suspension of meeting for County and Borough Councillors' Reports**

- 10. Berry Housing Trust**
- 11. Ash die-back - Progress on tree works**
- 12. Highways**
  - a. Traffic Plan, Highway Improvement Plan, Signage**
  - b. Other Highways issues**
- 13. Planning**
  - a. Applications**
    - (i) 23/00740/TNCA | T1 - Ash - Dismantle Tree to ground level due to advanced Ash die back, T2 - Sycamore - Reduction of the canopy volume by thinning to remove dominant branches by approximately 20% whilst preserving, as far as possible the natural tree shape to allow**

more light penetration to the property | The Old Post House Vigo Road Fairseat Sevenoaks Kent TN15 7LU

- (ii) **23/00843/NMA** | Non Material Amendment to planning permission TM/20/02085/FL to increase width of garage to 5.5m | The Old Manor Plaxdale Green Road Stansted Sevenoaks Kent TN15 7PE

#### **b. Decisions**

- (i) **22/02814/FL** | Demolition of existing attached outbuilding and erection of two storey side extension | 2 Tumblefield Estate Tumblefield Road Stansted Sevenoaks Kent TN15 7PS  
**Decided: Refuse**

#### **c. Appeals**

- (i) **22/00014/REF** | Proposed replacement windows to Residence 9 white upvc | Ridgeland's Malthouse Road Stansted Sevenoaks Kent TN15 7PJ  
**Appeal allowed**

#### **d Enforcement**

Nothing to report.

#### **e Other Planning matters**

### **14. Finance - Appendix A (items a, b, c) B (item e) C (item f) D (items g and h)**

- a. Bank balances
- b. To approve payments made since last meeting
- c. Accounts for payment
- d. Bank mandate and signatories; dual authorisation
- e. Accounts 2022-2023
- f. Internal auditor's report
- g. External Audit Annual Return Governance Statement
- h. External Audit statement of accounts
- i. Other Finance issues – CCLA deposit

### **15. Management of Parish Council land and property**

- i Recreation field
- ii Play park
- iii Brown's Field
- iv Telephone box in Plaxdale Green Road
- v General Parish maintenance (Peter Morris)
- vi Other issues

### **16 . Village Halls**

- i Stansted Village Hall
- ii Fairseat Village Hall

**17. Wildlife cameras and signs**

**18. Reports from meetings attended by councillors / clerk**

**19. Correspondence**

**20. Any other business at the Chairman's discretion.**

**Public session**