

## STANSTED PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 2<sup>nd</sup> SEPTEMBER 2019  
AT FAIRSEAT VILLAGE HALL, VIGO ROAD, FAIRSEAT  
AT 8.00 pm**

<b>PRESENT:</b>	Cllr Mrs Polly Falconer	Vice-Chairman	In the Chair
	Cllr Daren Sefer		
	Cllr Kevin Sparkes		
	Cllr Yvonne Tisson		
	Mrs Melita Gandolfo	Clerk	
In attendance	Cllr Harry Rayner	Kent County Council	
	Mr Alan Bullock	Stansted School Project Steering Group	
	3 members of the public		

**Item** *Action point*  
Minute no 2019/2020/

**1 APOLOGIES**

193 Apologies for absence were received from Chairman Cllr Bott, due to family commitment; Cllr Brooker, due to work commitment; and Cllr Saunders, due to work commitment. These apologies were accepted by the Council.

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

194 None.

**3 MINUTES OF THE MEETING HELD ON 1<sup>st</sup> JULY 2019**

195 It was proposed by Cllr Sparkes, seconded by Cllr Sefer and agreed that the minutes of the meeting held on 1<sup>st</sup> July 2019 be signed as a true record.

**4 MATTERS ARISING**

196 There were no matters arising.

**5 SOUTHBEATS MUSIC FESTIVAL**

197 It was noted that the Southbeats music festival had been cancelled due to poor ticket sales.

**6 STANSTED SCHOOL PROJECT UPDATE****198 i Steering Group update**

The Chairman suspended the meeting to allow Mr Alan Bullock to speak.

Mr Bullock said that work on the car park had been satisfactorily completed. Phil Chamberlain would be submitting the LEADER grant final application during the week.

The agreed remedial work to the brickwork over the window on the eastern gable had been completed by South East Ties and Mr Bullock had submitted their invoice for £1,800 for payment.

Mr Bullock suggested that the cash flow document created by Liz Rimell of the Steering Group should be maintained.

It was noted that Mr Sheldon had arranged for a reinstatement valuation of the building.

It was noted that the Grange Park School Communication Group (Cllr Bott, Cllr Mrs Falconer, Cllr Mrs Tisson, and the Clerk) were due to meet with the GPS Head Teacher and the Business Manager in October to ensure there is a full and proper understanding of the terms of the lease, and to confirm the responsibilities of the respective parties. It was agreed that the Clerk would ask Mr Tom Sheldon to attend, and would suggest that GPS might ask Matthew Balfour to attend. It was agreed that an Agenda would be prepared by the Clerk and circulated to the parties involved before the meeting.

Mr Bullock said that the lack of threshold to the doors was an issue in case of further flooding, and this should be discussed with GPS.

199     **ii Car park signs**

The main car park sign had been installed and the Clerk had ordered extra small signs to show GPS parking spaces, and as the new term was about to start, had pinned up temporary laminated signs to be in use until the extra signs are ready.

**7 WORLD WARS COMMEMORATIVE BOOKLET**

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

Mr Mattick showed a draft of the booklet in preparation. Mr Mattick had obtained two quotations from Scarbutts Printers, for a stitched or a bound version, and recommended accepting the quotation for 2,000 stitched copies at £1,518 (just over 75p per copy). It was proposed by Cllr Sparkes, seconded by Cllr Sefer, and agreed that this quote be accepted. Vigo Parish Council had agreed to pay for 850 copies. Mr Mattick hoped to collect the booklets from the printer around 15<sup>th</sup> October, and agreed to draft a covering letter for distribution with the booklets. The booklets would be free to residents of Stansted, Fairseat and Vigo, and extra copies would be available, marked at a price of £4.

The Chairman thanked Mr Mattick and reconvened the meeting.

**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 increased action was to be taken on fly tipping, with an increased budget to tackle the problem. The areas around Exedown Road and Pells Lane were particularly impacted by fly tipping.

Cllr Rayner talked about the County's medium-term financial plan, and said that some rebalancing was required in the Social Services and Education budgets.

The Chairman thanked Cllr Rayner and reconvened the meeting.

**8 PLANNING**201 **a Applications**

None at time of Agenda.

It was proposed by Cllr Mrs Falconer, seconded by Cllr Sefer and agreed that responses made to two applications received since the last meeting and requiring immediate response due to timing constraints be ratified:

19/01649/LDE – Janes Farm  
19/01521/FL - Staples Cottage

202 **b Decisions**

None at time of Agenda.

**C Enforcement**203 **i Lucy's Barn Campsite, Ash Lane.**

It was understood that The Camping and Caravan Club had issued a licence which allows up to five caravans / motorhomes on the site at any one time plus 10 tents, and as such the use would be permitted development requiring no further consent. However it was reported that people appeared to be living in the caravans, which would be in breach of the licence conditions.

It was suggested that aerial photos could be used to confirm that the site is being used in breach of the licence conditions.

It was also reported that people appear to be living in the caravan at Janes Farm; the Clerk would also contact Enforcement to ask for an update on this.

204 **ii Littlefields, Plaxdale Green Road, Stansted**

This is still under appeal as below.

205 **d Appeals**

An Appeal has been submitted on the tree house at Littlefields, Plaxdale Green Road.

206 **e Any Other Planning Issues**

There were no other planning issues.

**9 FINANCE**207 **a Bank Balances**

The bank balances as listed on Appendix B were noted.

208 **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.

209 **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 953-957)

210 **d Bank mandate**

The Clerk reported that the applications to add Councillors as signatories to the bank mandate had not been executed by NatWest and that following numerous inquiries it appeared that NatWest had lost the forms. Cllr Falconer proposed, Cllr Tisson seconded and it was agreed that a further mandate form to enable the Clerk to be a signatory be submitted as a matter of urgency.

**10 GRANT APPLICATIONS**

211 There were no grant applications.

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

212 **a Recreation Ground**

Hire of Ground – it was noted that Stansted Fete would be taking place on Saturday 7<sup>th</sup> September.

213 **b Play Park**

Nothing to report

214 **c War Memorial and garden**

Nothing to report

215 **d Telephone kiosk**

Gerry Glidewell had quoted £220 for repainting the telephone box and this had been agreed.

216 **e Church Bank**

Mick Osborne had quoted £185 for stripping back and repainting the seat on Church Bank and this was agreed.

217 **f Brownes Bequest**

It was noted that the coppicing would be required in the autumn.

218 **g Registration of Land**

Nothing to report

**12 HIGHWAYS & TRANSPORT****219 a Public Rights of Way**

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

Mr Barry said that two fallen trees were obstructing footpaths FPMR 204 and FPSD 254 in Westfield Wood, and provided the locations of these trees, and it was agreed that the Clerk would report this to KCC. MG

The Chairman thanked Mr Barry and reconvened the meeting.

**220 b Encroachment**

Nothing to report.

**221 c Blocked storm drains**

Nothing to report.

**222 d Village Green at Hatham Green Lane**

It had been suggested that one solution to the problem of cars parking on the green could be achieved by building the areas up with earth and grass. It was agreed that this and other possible solutions would be discussed at the October meeting.

**223 e Other highways or transport issues**

It was noted that the new bus service to Sevenoaks was proving popular, but that it needed more customers to ensure its future success.

**13 VILLAGE HALLS****224 a Stansted Village Hall**

Nothing to report.

**225 b Fairseat Village Hall**

Nothing to report.

**14 POLICE MATTERS**

226 Clerk had made contact with our PCSO, PC Mark Thomas, and would ask him to attend the next Parish Council meeting and other community events.

**15 DEFIBRILLATORS**

227 Cllr Mrs Tisson said that the two defibrillators in Stansted were installed and functioning; the Fairseat defibrillator would be installed on 25<sup>th</sup> September. A training session was booked for 5<sup>th</sup> October at Stansted Village Hall, and Mrs Tisson would also be demonstration the defibrillators at Stansted Fete. Mrs Tisson said that a weekly visual check would need to be made of the defibrillators for insurance purposes.

**16 GIFTS FOR GPS STEERING GROUP AND RETIRED CLERK**

228 It was agreed to discuss this at the October meeting.

**17 REPORTS ON MEETINGS ATTENDED BY COUNCILLORS AND CLERK**

229 Cllr Mrs Tisson and the Clerk had attended a Dynamic Councillor course at Meopham and had found this useful and informative.

**18 CONSULTATION DOCUMENTS**

230 None received.

**19 CORRESPONDENCE**

231 None received.

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**20 REPORTS & CIRCULARS**

232 None received.

**21 ANY OTHER BUSINESS**

233 Cllr Tisson had asked at the July meeting if speed limits or deterrents could be imposed in the villages. Subsequently the Clerk had been contacted by a parishioner about the same issue. It was agreed to make this an Agenda item for the October meeting.

The Chairman suspended the meeting for the Public Session.

**PUBLIC SESSION**

Mr Barry said that some householders’ hedges fronting the lanes are very overgrown, making the lanes dangerous for walkers. It was noted that householders / landowners are responsible for cutting their own hedges. Mr Barry said he would write a piece for the Parish Notes on this issue, and the Clerk agreed to mention it in the Parish Council report for the Notes.

Mr Barry asked when the poppy wreath laid at the War Memorial should be removed, as it had been left in place for many months until it was in a poor state. Mr Barry offered to remove the 2019 wreath in March 2020, and the Chairman thanked him for this offer.

The Chairman reconvened the meeting.

The Chairman thanked everyone for attending and closed the meeting at 10.40 pm

Signed .....Chairman

On the ..... day of ..... 2019

