

## STANSTED PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 4 SEPTEMBER 2023 AT STANSTED VILLAGE HALL AT 8PM

**PRESENT:** Cllr Jack Saunders Acting Chairman  
Cllr Kelly Curtis  
Cllr Daren Sefer  
Cllr Greg Whitaker  
  
Mr David Rice Clerk  
Seven members of the public

Item		Action point
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Minute no	
<b>1</b>	<b>APOLOGIES</b>

227	Apologies for absence were received from Cllrs Brooker, Tisson and TMBC Cllr Martin Coffin and were accepted.
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<b>2</b>	<b>RESIGNATION OF CHAIRMAN</b>
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228	Cllr reported that Cllr Dickson had resigned the previous day with immediate effect from his role as Chairman and Councillor. It was agreed that Cllr Saunders should chair the meeting in Cllr Dickson's absence.
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<b>3</b>	<b>DECLARATIONS OF INTEREST AND ALTERATIONS TO THE REGISTER</b>
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229	There were no declarations of interest.
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<b>4</b>	<b>MINUTES OF THE MEETING HELD ON 31<sup>st</sup> JULY 2023</b>
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230	It was proposed by Cllr Saunders, seconded by Cllr Sefer that the minutes of the meeting held on 31 <sup>st</sup> July 2023 be signed as a true record.
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231	The minutes of 3 <sup>rd</sup> July 2023 were queried in respect of the reference to the Parish Council agreeing that the memorial to P/O Colin Francis could be positioned on the village triangle. The Clerk was requested to check the minutes and seek the opinion of the Councillors on whether the wording correctly reflected the decision.
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<b>5</b>	<b>MATTERS ARISING</b>
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232	There were no matters arising.
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<b>6</b>	<b>COUNTY AND BOROUGH COUNCILLORS' REPORTS</b>
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The Chairman suspended the meeting to allow KCC Cllr Rayner to update the Parish Council.

Cllr Rayner again emphasised the financial pressures faced by Kent County Council, like other councils in the country. The Council needed to make savings of £87m in 2024 which will have a significant impact on the level of services it would be able to provide. Mr Rayer noted that had a new role at Kent County Council as Deputy Cabinet Member for Finance, Corporate and Traded Services.

The Chair thanked Cllr Rayner and reconvened the meeting.

**7 WAR MEMORIAL**

233 The Parish Council discussed the damage to the war memorial and whether it had been fitted with an alarm. Subsequent to the meeting it was confirmed by former PC Chairman that the war memorial had never been fitted with an alarm. Further investigation was required into how the memorial should be repaired.

*Clerk*

**8 MEMORIAL TO PILOT OFFICER COLIN FRANCIS**

234 There was a further discussion following on from the presentation in July from the Stansted and Fairseat History Society regarding a proposal for a memorial to Pilot Officer Colin Francis, who was shot down in Stansted in 1940, to be sited on the village triangle. Following a visit of the site it was considered that, given the size of the memorial and the fact that the pilot had not been a resident of either Stansted or Fairseat, the walled area facing the war memorial was more appropriate. A further visit would be made to the site by the members of the Parish Council in the near future to make a final decision.

**9 ASH DIE-BACK & BROWN'S FIELD COPPICE**

235 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. No progress had been made regarding this matter and Mr Connell had not contacted the Parish Clerk.

**9 HEDGE-CUTTING**

236 It had previously been 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 had been 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 had been included in the September edition of the Parish Notes.

**10 MAINTENANCE OF LOCAL PATHS**

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

**11 HIGHWAYS**

**Traffic Plan, Highway Improvement Plan, Signage**

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

238 The project to site gates at the six entrances to the parish had stalled and needed to be continued.

## Other Highways issues

- 239 The land designated as village green in Hatham Green Lane needed to be built up to form a bank. Two quotes for the work had been received and a third from Tom Brooker remained outstanding before a decision could be made as to which contractor to use.

## 9 PLANNING

### a Applications

- 240 (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 noted that it had previously been agreed to discuss with the owners whether the level of lighting at the property could be reduced.

- 241 (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.

- 242 (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)

No objections were raised.

- 243 (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

The previous decision of the PC of no objection was noted.

- 244 (iv) 23/01725/FL | Proposed garage (resubmission of approved garage Ref: TM/20/02085/FL) | The Old Manor Plaxdale Green Road Stansted Sevenoaks Kent TN15 7PE

No objections were raised.

- 245 (v) 23/01669/CNA | Consultation by Sevenoaks Borough Council (Reference: 23/02050/HOUSE): Demolition of existing single storey extension and erection of replacement single storey extension to side elevation together with external terracing and landscaping works | Copperfield The Street Ash Kent TN15 7HB

No objections were raised.

- 246 (vi) 23/01561/FL | Construction of a swimming pool, partial conversion and re-roofing of chicken house to create a pump room and storage room, replacement of existing fence, proposed air source heat pump and associated works | Coldharbour Wrotham Hill Road Wrotham Sevenoaks Kent TN15 7PT

No objections were raised.

**b Decisions**

- 247 (i) 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

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

**c Appeals**

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

**d Enforcement**

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

**e Other Planning matters**

- 250 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.

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

- 252 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.

- 253 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. As previously agreed 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**

- 254    **a**        **Bank Balances**  
The bank balances as listed on Appendix A and as shown on the bank statements were noted.
- 255    **b**        **To approve payments made since last meeting**  
Cllr Saunders proposed and Cllr Sefer seconded and it was agreed that the payments made since last meeting as Appendix A be approved.
- 256    **c**        **Accounts for payment**  
Cllr Saunders proposed and Cllr Sefer seconded and it was agreed that the accounts for payment listed on Appendix A be approved.
- 257    **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.
- 258    **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.
- 259    **f.**        **Grange Park School – rent review**  
It was agreed that a meeting should be set up between the new Chairman and Cllr Robin Betts, Treasurer of the Grange Park School to discuss the rent review. **Clerk**
- 260    **g.**        **Other Finance issues**  
None.

**15                    MANAGEMENT OF PARISH COUNCIL LAND AND PROPERTY**

- 261    **i**        **Recreation Field**  
There were no matters to note.
- 262    **ii**       **Play park**  
There were no matters to note.
- 263    **iii**      **Brown's Field**  
This item had been discussed under minute 235.
- 264    **iv**       **Telephone box in Plaxdale Green Road**  
There were no matters to note.

265    **v**        **Maintenance and handyperson**  
Grange Park School had requested that their hedge be trimmed and Peter Morris agreed to assist.

266    **vi**        **Other issues**  
There were no particular items for discussion.

## **16                VILLAGE HALLS**

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

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

## **17                WILDLIFE CAMERAS & SIGNS**

269                It was noted that Cllr Brooker could provide a date for when this project could be completed.

## **18                REPORTS FROM MEETINGS ATTENDED BY THE COUNCILLORS/CLERK**

270                There were no reports at this meeting.

## **19                CORRESPONDENCE**

271                No correspondence had been received.

## **20                ANY OTHER BUSINESS**

There no further items of business.

## **PUBLIC SESSION**

There was a discussion regarding the memorial to P/O Colin Francis. The Parish Council agreed to visit the site again and make a final decision on the siting of the memorial.

It was noted that the public right of way opposite Stansted Lodge Farm was not passable due to crops growing across the path and the stile needed repairing. Also the path by the barn development by Plaxdale Green Farm was also overgrown.

Mr Barry noted that the Parish Council was entitled to spend £2.50 per resident on maintaining rights of way.

Mr Barry queried is a hearing loop could be added to both Stansted and Fairseat Village Halls.

Mr Peat noted that the annual Stansted Village Fete had been a great success and that some of the fund would be used for maintenance of the hall and he was looking for names of decorators.

It was noted that further concerns regarding the camping activities at Lucy's Barn had been raised.

The Chairman thanked everyone for attending and closed the meeting at 9.00 pm.

Signed .....Chairman

Dated.....