

**STANSTED PARISH COUNCIL****MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 5 MARCH 2018 AT FAIRSEAT VILLAGE HALL, VIGO ROAD, FAIRSEAT AT 8 pm**

<b>PRESENT:</b>	Cllr Harry Bott	Chairman	Except item 6a (part)
	Cllr Mrs Polly Falconer	Vice-chairman	In the chair item 6a (part)
	Cllr Michael Osborne		
	Cllr Daren Sefer		
	Cllr Kevin Sparkes		
	Mrs Roxana Brammer	Clerk	
In attendance	Mr Tom Sheldon	Stansted School Steering Group	
	Mr Andy Yallop	Stansted School Steering Group	
	1 member of the public		

**Item** *Action point*  
Minute no 2017/18/

**1 APOLOGIES**

434 An apology for absence was received from

Cllr Mrs Sheila Goodworth on holiday

It was proposed by Cllr Osborne, seconded by Cllr Sefer and agreed this apology be accepted. Apologies for absence were also received from Cllr Harry Rayner, Kent County Council and Cllr Robin Betts, Tonbridge & Malling Borough Council.

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

435 None.

**3 MINUTES OF THE MEETING HELD ON 5 FEBRUARY 2018**

436 It was proposed by Cllr Mrs Falconer, seconded by Cllr Sefer and agreed the minutes of the meeting held on 5<sup>th</sup> February 2018 be signed as a true record.

**4 MATTERS ARISING**

437 No matters were raised.

**5 CASUAL VACANCY**

438 The Clerk reported that a by-election had not been called. After discussion it was agreed to advertise the vacancy on the noticeboards, asking for applications in writing

**6 STANSTED SCHOOL**

The Chairman suspended the meeting to allow Tom Sheldon to speak.

439 a **Steering Group Update**

Mr Sheldon reported there were objections to the planning application on the car parking.

Cllr Bott declared a pecuniary interest and left the room. Cllr Mrs Falconer took the chair.

Mr Sheldon said that the Group was in discussions with the landowner about leasing part of the land adjacent to the school to create an access and roadway to the playground at the rear of the school so that it could be used as a car park.

Cllr Bott returned to the meeting and resumed the chair.

Mr Sheldon reported that the heating system had been checked and there were a few minor repairs to make. He also said that John Stevens was joining the Group.

440 b **Contract**

Mr Sheldon said the contract had been agreed, subject to a query on whether the vendors had attached VAT to the property. Neither they nor HM Revenue and Customs had any record of this. The contract was also subject to approval by the Council. It would be circulated as soon as possible to councillors.

The Chairman thanked Mr Sheldon and reconvened the meeting.

7 **PLANNING**a **Applications**441 i **TM/18/00071/FL:** Littlefields, Plaxdale Green Road, Stansted: Retention of summer house and tree house/raised platform

After discussion, it was agreed to respond as follows:

Stansted Parish Council objects to this application. The proposes tree house would be dominant in the landscape due to its height, especially in winter and is out of keeping with the area. Should the Local Planning Authority be minded to grant permission, the Parish Council requests that no lighting be permitted.

442 ii **TM/18/00020/FL:** The Chart, Tumblefield Road, Stansted: Details of condition 2 (materials) pursuant to planning permission TM/16/03639/FL (Demolition of existing bungalow, erection of replacement one and a half storey chalet house)

After discussion, it was agreed to respond as follows:

Stansted Parish Council has no objection to this application, but considers any external lighting should be minimal.

443 iii **TM/18/00377/TNCA:** Cobweb Cottage, Tumblefield Road, Stansted: 1 Prunus Avium to fell and replace with more suitable tree. 1 Hawthorn to reshape

No objection.

444 **b Decisions**

The decisions as listed on Appendix A were noted.

445 **c Enforcement**

None

446 **d Appeals**

None.

**e Other Planning Issues**447 **i Anchor and Hope**

Rumours were circulating about the future of the Anchor and Hope public house and it was agreed to alert Cllr Betts.

**8 FINANCE**448 **a Bank Balances**

The bank balances as shown on Appendix B were noted.

449 **b Payments made since last Meeting**

The payments made since the last meeting as listed on Appendix B were ratified.

450 **c Accounts for Payment**

It was proposed by Cllr Mrs Falconer, seconded by Cllr Osborne and agreed the accounts for payment as listed on Appendix B be paid (cheques 857 - 859)

451 **d VAT Registration**

The Clerk explained the arrangement for parish councils whereby VAT on non-business activities could be reclaimed. She then explained that if a parish council made any business supplies, even if exempt or zero rated, it had to register for VAT in the normal way and that the turnover limit did not apply. The Council would therefore have to register and she would proceed with this with a start date of 1<sup>st</sup> April.

**9 GRANT APPLICATIONS**

451 None.

**10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY****a Recreation Ground**452 **i General Matters**

Nothing to report.

453 **ii Fallen Tree**

The fallen tree had been dealt with by Cllrs Martin Coffin and Robin Betts.

454 **ii Hire of Ground**

Nothing to report.

455 **b Play Park**

Nothing to report.

456 **c War Memorial and Garden**

Nothing to report.

457 **d Telephone Kiosk**

Nothing to report.

458 **e Church Bank**

Nothing to report.

459 **f Village Green, Hatham Green Lane**

Nothing to report.

460 **g Registration of Council's Land**

Ongoing.

**11 BROWNES BEQUEST**

461 The Clerk was asked to remind BTF Partnership about the agreement with Jack Saunders.

**12 HIGHWAYS AND TRANSPORT**462 **a Public Rights of Way**

It was reported that bollards had been installed on byway 210 ( South Ash Road to Hatham Green Lane).

463 **b Report from Encroachment Working Party**

Cllr Mrs Falconer said that she had taken photographs and the report needed to be written.

**c Other Highways or Transport Issues**

464 **i Parking**

A complaint had been received about parking by the letter box opposite the church during church services. It was considered dangerous because of the combination of the hill, bend and road junction.

**13 VILLAGE HALLS**

465 **a Stansted Village Hall**

In Cllr Mrs Goodworth's absence, there was no report.

466 **b Fairseat Village Hall**

Nothing to report.

**14 PUBLIC ACCESS DEFIBRILLATORS**

467 Item deferred to a future meeting.

**15 POLICE MATTERS**

468 In Cllr Mrs Goodworth's absence, there was no report.

**16 WORLD WARS COMMEMORATIVE BOOKLET AND AIRFIELD PLAQUE**

469 Cllrs Bott and Osborne reported that a meeting had been held the previous weekend that John Mattick and Roy Barry were going through the archive material.

**17 REPORTS ON MEETINGS**

470 None.

**18 CONSULTATION DOCUMENTS**

471 None received.

**19 CORRESPONDENCE**

472 None.

**20 REPORTS AND CIRCULARS**

473 The reports and circulars as listed on the agenda were received.

**21 ANY OTHER BUSINESS**

**474 a Parish Magazine**

Cllr Mrs Falconer said there was a new editor of the magazine.

**PUBLIC SESSION**

Mr Barry asked if there was planning permission in place for the hoardings at Crabtree Close/Gravesend Road and was informed that there was.

**CONFIDENTIAL SECTION**

**22 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**

475 It was proposed by Cllr Bott, seconded by Cllr Mrs Falconer and agreed the press and public be excluded from the following item on the grounds that it concerned a commercial contract.

**476 a GROUNDS MAINTENANCE**

Tender documents for the grounds maintenance for the year from 1<sup>st</sup> April 2018 had been sent out to the current contractor and 2 others. The current contractor had not followed the rules of the tender document and was excluded from consideration. After comparing information correctly supplied by the other 2 companies, it was proposed by Cllr Bott, seconded by Cllr Mrs Falconer and agreed that Turfsoil Ltd (to be re-branded as Gavin Jones Ltd from 1<sup>st</sup> April 2018) be awarded the contract subject to references.

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

Signed .....Chairman

On the .....day of .....2018