

**STANSTED PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 3 JULY 2023  
AT STANSTED VILLAGE HALL AT 8PM**

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

Mr David Rice Clerk  
Eleven members of the public

<b>Item</b>		<i>Action point</i>
Minute no		
<b>1</b>	<b>WELCOME</b>	
140	The Chairman welcomed Ms Kelly Curtis to her first Parish Council meeting as a Councillor.	
<b>2</b>	<b>APOLOGIES</b>	
141	Apologies for absence were received from TMBC Cllr Martin Coffin and were accepted.	
<b>3</b>	<b>DECLARATIONS OF INTEREST AND ALTERATIONS TO THE REGISTER</b>	
142	Cllr Whitaker noted declarations of interest regarding two planning applications; Court House, Vigo Road and The Courtyard, Vigo which were properties owned within Mr Whittaker's family.	
<b>4</b>	<b>MINUTES OF THE MEETING HELD ON 5<sup>th</sup> JUNE 2023</b>	
143	It was proposed by Cllr Tisson, seconded by Cllr Dickson that the minutes of the meeting held on 5 <sup>th</sup> June 2023 be signed as a true record.	
<b>5</b>	<b>MATTERS ARISING</b>	
144	There were no matters arising.	
<b>6</b>	<b>STANSTED &amp; FAIRSEAT HISTORY SOCIETY – Memorial to P/O Colin Francis</b>	
145	The Chairman welcomed Mike Goddings from the Stansted and Fairseat History Society and Doug Parry from Shoreham Aircraft Museum. Mr Parry explained that one of museum's aims was to arrange permanent memorials for RAF pilots who died within ten miles of Shoreham during the Battle of Britain. Mr Goddings gave a most interesting presentation on the background to how Pilot Officer Colin Francis was shot down in Stansted on his first mission in August 1940. The proposal presented to the Parish Council was for a granite memorial for P/O Colin Francis to be sited on the Stansted village triangle where the existing war memorial stood.	

146 It was proposed by Cllr Tom Brooker, seconded by Greg Whittaker and agreed that the memorial could be sited on the village triangle and that a sub-committee of Cllrs Saunders, Sefer and Tisson be appointed to finalise the precise details of the memorial's location and any impact for maintenance of the existing site. Mr Goddings and Mr Parry thanked the Council for their outline approval.

### **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 that a further application had been made to build a new service station and rest area for HGVs at junction 2A on the M26. The plan continued to be opposed by Tonbridge and Malling Council on the basis of traffic congestion.

Cllr Rayner outlined the poor state of Kent County Council's finances due to government budgetary pressures and this would have a significant impact on the level of services it would be able to provide. This would have a direct consequence on local parishes as they could find it necessary to finance some of the local services instead.

The Chair thanked Cllr Rayner and reconvened the meeting.

### **7 ASH DIE-BACK & BROWN'S FIELD COPPICE**

147 It was noted that Nick Connell Tree Surgeons had maintained that the work carried out on the recreation field and at Brown's Field Coppice had been completed.

148 There was a discussion on the coppice work in Brown's Field where an oak tree had been removed by the contractors in error, despite specific instructions for it to be retained. Also a large pile of wood chippings remained following the work in the recreation field. There was also a query regarding an ash tree on the triangle of land at the junction of Tumblefield Road and Plaxdale Green Road which, despite having a mark for removal, had remained.

149 Cllr Dickson reported that a letter had been sent to Mr Connell asking him to replace the oak and he had followed up with a phone call to discuss the matter with Mr Connell. It was agreed that a meeting would be arranged between Mr Connell and Cllrs Dickson, Brooker and Saunders to resolve the matter.

*Clerk*

### **8 HIGHWAYS**

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

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

151 The gates to be sited at the six entrances to the parish had been delivered and it was agreed that one would be erected, under supervision of the Parish Council, before they were all put in position. It was agreed that the volunteers from the Parish Council would meet on 14 July to spread out the top soil on the bank by The Hilltop before the gates were sited.

## Other Highways issues

152 There were no other highways issues to report at the current time.

## 9 PLANNING

### a Applications

153 (i) Ref. No: 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

There were no objections to the proposal.

154 (ii) Ref. No: 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

Whilst there were no objections to the proposal, on the basis that the garage and toolroom were being used as part of the extension, the Council agreed that it would oppose to a future application to replace these on the site. Furthermore, the Council requested that, given the proposal would provide additional accommodation and lighting, it was requested that the TMBC decision notice should request that steps be taken to reduce the existing external lighting at the property.

155 (iii) Ref. No: 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

There were no objections to the proposal.

156 (iv) Ref. No: 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

There were no objections to the proposal.

### b Decisions

157 (i) There were no new decisions at the time of the meeting.

### c Appeals

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

**d Enforcement**

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

**e Other Planning matters**

160 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.

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

162 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.

163 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.

*Clerk*

**14 FINANCE – Appendix A**

**164 a Bank Balances**

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

**165 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.

**166 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.

**167 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.

**168 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.

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

- 170 g. **Other Finance issues**  
None.

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

- 171 i **Recreation Field**  
There were no matters to note.

- 172 ii **Play park**  
There were no matters to note.

- 173 iii **Brown’s Field**  
This item had been discussed under minute 163.

- 174 iv **Telephone box in Plaxdale Green Road**  
There were no matters to note.

- 175 v **Maintenance and handyperson**  
There were no particular items for discussion.

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

## 16 **VILLAGE HALLS**

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

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

## 17 **WILDLIFE CAMERAS & SIGNS**

- 179 Cllr Brooker noted that signs to explain that CCTV was being used in the villages had been put in position.

180 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**

*Clerk*

181 Cllr Tisson reported that there was a new planning process which in practical terms meant that there was a 21 day window in which to oppose planning applications. It was agreed that the Clerk would check the TMBC website for new applications on a weekly basis. were objected to within 21 days there was no possibility of noting opposition.

**19 CORRESPONDENCE**

182 There was no correspondence.

**20 ANY OTHER BUSINESS**

There no further items of business.

**PUBLIC SESSION**

Hedge cutting was discussed and it was agreed that this would be carried out in November and residents notified in the Parish Notes.

The Stansted sign that had been knocked down and destroyed by a car should be replaced.

The re-roofing of the almshouses in Tumblefield Road was noted and the work was being carried out to a good standard.

The overgrown state the local footpaths was discussed in particular paths 211 and 218. The new sign which had been erected on path 209 was queried as it stated that the path was not restricted although it was not suitable for motor vehicles.

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

Signed .....Chairman

Dated.....

