

## STANSTED PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 4<sup>th</sup> JANUARY 2021 AT 8 pm  
ON ZOOM DUE TO COVID RESTRICTIONS**

**PRESENT:** Cllr Harry Bott Chairman  
 Cllr Mrs Polly Falconer Vice-chairman  
 Cllr Jack Saunders  
 Cllr Daren Sefer  
 Cllr Kevin Sparkes  
 Cllr Yvonne Tisson

Mrs Melita Gandolfo Clerk

In attendance Cllr Harry Rayner Kent County Council (part of meeting)

Five members of the public

**Item** **Action point**  
 Minute no 2020/21

**1 APOLOGIES**

216 Apologies for absence were received from Cllr Tom Brooker, TMBC Councillor Martin Coffin and TMBC Councillor Robin Betts, and were accepted.

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

217 None.

**3 MINUTES OF THE MEETING HELD ON 7<sup>th</sup> DECEMBER 2020**

218 It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed the minutes of the meeting held on 7<sup>th</sup> December 2020 were a true record and would be signed when Covid-19 restrictions were lifted.

**4 MATTERS ARISING**

219 There were no matters arising.

**Suspension of meeting for County Councillor's Report**

Cllr Rayner's comments were covered elsewhere in the meeting.

**5 PLANNING**

**a Applications**

220 There were no new applications.

**b Decisions**

221 The decisions as listed on the Agenda were noted.

**c Appeals**

222 Treehouse at Littlefields, Stansted TN15 7PE - There was no update. The Clerk had contacted Enforcement for an update following dismissal of the Appeal. Enforcement confirmed that they were considering how to proceed.

223 Parsonage Farm – TM20/01208/FL - The Clerk had submitted the Parish Council's original objections to the Appeal panel, and had asked that applicants provide SBI number to confirm that the property is an agricultural holding.

**d Other planning issues****i Lucy's Barn Camp Site, Ash Lane – licence conditions and Enforcement – update**

224 Enforcement had visited Lucy's Barn Camp Site and Janes Farm to speak with the owners and investigate the building works that had been reported, and were considering what further action to take.

**ii Thriftwood - update**

225 The Chairman suspended the meeting to allow Thriftwood representatives to give a presentation on their site and on Sellers Leisure, and to answer questions from Parish councillors.

Blair from Thriftwood said that many improvements had been made and the site was now 5-star (previously 4 star) and had won many awards from Tourism and Conservation organisations. New planting made the site wildlife friendly and the new wooden lodges and low-level lighting were in keeping with the rural setting. The site was fully Covid-compliant and had provided accommodation for up to 25 key workers from hospital, road and traffic worker categories during the epidemic.

Mr Sellers said that Parish Councillors were very welcome to visit and look around the site. He said that although the site was developing to more static and fewer touring caravans, they would continue to welcome tourists from Europe who had always been an important part of the business.

In response to a question from Cllr Tisson, Mr Sellers said that the large grey wall which was very visible from the road outside would be screened with new planting.

In response to a question from KCC Cllr Rayner, Mr Sellers said that owners of the Thriftwood lodges sign an agreement to confirm that the lodge is used as a second home only, therefore pay council tax on their main residence.

The Chairman thanked Mr Sellers, and reconvened the meeting.

**iii Oak Tree Stable - update**

226 There were no updates to report, the application still showed the status Awaiting Decision. It was proposed by Cllr Bott, seconded by Cllr Sefer and agreed that if the application was refused, and an Appeal launched, then Cllrs Bott and Falconer should contact and further instruct Knight's solicitors.

**HB/  
PF**

**6 FINANCE****a Bank Balances**

227 The bank balances as listed on Appendix A were noted.

**b Accounts for Payment**

228 It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed that the accounts for payment as listed on Appendix A be paid online.

**C Other Finance issues**

229 It was agreed that the Finance / Investment committee (Cllrs Bott, Falconer, Sefer and the Clerk) should arrange a meeting in the coming weeks.

*HB/  
PF/  
DS/  
MG*

**7 Highways****a Traffic Plan, Highways Improvement Plan, Signage , Report from Les Henry****230 Signage and Parish gateways**

Cllrs Tisson, Sefer and Sparkes had considered places where the Parish gateways could be installed.

At the Hill Top - at the start of Labour in Vain Road, opposite the Hill Top gates. Plaxdale Green Road (exact location to be confirmed). it was thought that a planter near the pond, and a seat opposite, could be installed instead of gates.

Stansted Hill – near old chalk pit where there is a small clearing.

Vigo Road – possibly in Mary Gallop’s field, and Richard Waters’ field; and on verge before Fairseat Chapel.

231 Cllr Falconer suggested that residents could “adopt” and care for a planter.

It was agreed that the Clerk should contact Borough Green Parish Council to discuss insurance and liability issues with the gateways.

*MG*

232 Cllr Falconer had obtained a quote from Mark Haley of £1,086 to clean all signposts and road names, clear litter, strim around, and trim hedges around each sign. It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed that this quote be accepted and that Cllr Falconer ask Mark Haley to proceed.

*PF*

**Banking up of earth to protect green areas**

A quote had not yet been received for this work. Cllr Falconer confirmed that the areas to be built up were initially at Hatham Green and at the top of Stansted Hill (where rubble might be required as well as soil, to fill large deep areas). Cllrs

233 Brooker / Saunders to provide quote and to liaise with Cllr Falconer, and with TMBC Cllr Coffin who can provide loads of earth.

*JS/  
TB/  
PF*

234 Cllr Tisson said that the verge on Plaxdale Green Road between Thriftwood and Plaxdale Green Farm had been eroded. Cllr Saunders said that he is going to sow grass seed. It was agreed that this would be monitored when the grass re-grew in the summer to ensure that the verge is satisfactorily reinstated.

*JS*

**Report from Highways Engineer Les Henry**

235 The Chairman thanked KCC Councillor Harry Rayner for arranging financial support for this project.

It was thought that the Report was written from the point of view of the Highways Engineer and did not fully support or explain the aims of the Parish Traffic Plan.

- 236 Cllr Falconer agreed to ask Les Henry for a meeting to discuss further how to present specific points of the Plan; with Cllr Tisson and the Clerk. **PF**
- b Other Highways issues**
- 237 **Hedges**  
Cllr Saunders agreed to quote for the cost of cutting all hedges next season and Cllr Bott agreed to obtain two further quotes. It was agreed that a letter be sent to residents saying that hedges would be cut, and if they did not wish for their hedge to be included, they must notify the Parish Council and arrange their own hedge cutting; If they are included, an invoice will be sent for the cost of cutting their section of hedge. It was thought that there would not be time to bring in this arrangement this year during the current cutting season. **JS/ HB**
- 238 **Salt bin**  
It was agreed that the Clerk should request a salt bin to be placed in Labour in Vain Road between the Hill Top Hotel and the bend into Plaxdale Green Road. **MG**
- 8 MANAGEMENT OF PARISH COUNCIL LAND AND PROPERTY**
- i Hire of ground**  
239 Nothing to report
- ii Play park**  
240 Nothing to report
- iii Other issues**
- 241 **Lights around Stansted Village Hall and on path to School**  
The timer was not working correctly. Cllr Bott and Mrs Sheila Goodworth (Stansted Village Hall) agreed to study the manual for the timer to understand and adjust it. Cllr Bott agreed to paint the overly bright lights in a permanent colour to achieve an acceptable level of lighting. Excess lights on side of village hall were still to be removed. **HB**
- Brown's Field**  
It was reported that a piece of dead tree had fallen on and slightly damaged a neighbour's car. As a felling licence is not required for maintenance of trees, Cllrs Bott and Saunders agreed to inspect the trees and remove any dead or dangerous branches. **JS/ HB**
- 9 PARISH MAGAZINE**
- 242 Further to the issues discussed in November and December, it was agreed that the Clerk should confirm the number of houses in the Parish that should receive the magazine, and that the Parish Council should offer to pay £2,016 for 230 copies per annum. Details were still to be confirmed, including the administration of and revenue from advertising. The Clerk to write to the PCC to propose this offer and also to propose that the Parish Council offsets the income from advertising against the printing costs; this arrangement to start in February if possible. Distributors were still needed for Stansted. **MG**

**11 ANY OTHER BUSINESS**

243 No issues were raised 4

**PUBLIC SESSION**

No matters were raised.

The Chairman thanked everyone for attending and closed the meeting at 10.05 pm

Signed .....Chairman

On the .....day of .....2021

**5**