

C/11/21/1-16

STANSTED PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 1st NOVEMBER 2021
AT 8 pm AT FAIRSEAT VILLAGE HALL**

PRESENT:	Cllr Harry Bott	Chairman
	Cllr Polly Falconer	Vice Chairman
	Cllr Tom Brooker	
	Cllr Jack Saunders	
	Cllr Daren Sefer	
	Cllr Yvonne Tisson	
	Mrs Melita Gandolfo	Clerk
In attendance	KCC Cllr Harry Rayner	(for part of meeting)
	One member of the public	

Action point**Item**

Minute no 2020/21

1 APOLOGIES FOR ABSENCE

183 Apology was received from Cllr Kevin Sparkes (unwell) and this was unanimously accepted.

2 DECLARATIONS OF INTEREST AND ALTERATIONS TO THE REGISTER

184 None.

3 TO AGREE MINUTES OF THE MEETING HELD ON 4th OCTOBER 2021

185 It was proposed by Cllr Bott, seconded by Cllr Sefer and agreed that the minutes of both meetings be signed as a true record.

4 MATTERS ARISING FROM THE MINUTES NOT ELSEWHERE ON THE AGENDA

186 There were no matters arising.

5 PLANNING**a Applications**

187 (i) (i)21/02751/TNCA | T2 Sweet Chestnut - Crown thin by up to 15 % reduce overextended limbs by removing up to 3 metres | The Old Rectory Plaxdale Green Road Stansted Sevenoaks Kent TN15 7PB
No objections were raised.

188 (ii) (ii) 21/02593/TNCA | T1 Fir Tree - Fell due to roots undermining house and beginning to cause structural issues. Plant native hardwood on same plot farther from house | Stone Rocks Plaxdale Green Road Stansted Sevenoaks Kent TN15
No objections were raised.

189 **b Decisions**

The decisions listed on the Agenda were noted.

C Appeals

190 **(i) Oak Tree Stable, Vigo Road, Fairseat - TM20/01665/FL – Appeal 21/00002/REF**
Appeal in progress.

191 **(ii) Janes Farm Land, Ash Lane, Stansted – TM21/00785/FL - Appeal against Enforcement ref 20/00266WORKH**

Appeal in progress

d Enforcement

192 **i Updates**

Tree house at Littlefields, TN15 7PE - Cllr Brooker said that the unauthorised tree house at Littlefields had been removed and the remaining platform would be dismantled when possible.

Tree house at Cob Trees, Stansted – An Enforcement Officer planned to visit the property as there had still been no response to letters sent. It was thought that delay had been caused by change of ownership.

Wentshaw Lodge, Vigo Road, Fairseat - Enforcement had confirmed that some of the works were under permitted development, but the property owner had been advised to apply for retrospective planning permission for two of the outbuildings.

Cherry Hay, Fairseat – garage with new access onto Byway - the application had been withdrawn.

193 Investigations were still ongoing in the following cases:
Fly-tipping - Ref 10874 – being investigated by TMBC and Sevenoaks District Council
Thriftwood Camping and Caravan Park – alleged unauthorised works to form new hardstanding area and removal of trees

6 FINANCE

194 **a Bank Balances**

The bank balances as listed on Appendix A were noted.

195 **b Accounts for payment**

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

196 **c Draft budget for 2022-23**

The Clerk had circulated a first draft of the budget. It was agreed that all councillors

ALL

would give further consideration to the budget and bring their comments and suggestions to the December meeting.

d Other Finance issues

- 197 i It was agreed that the Clerk should continue to advise the members of the Finance Committee with a pdf confirmation as soon as payments are made, and should also send pdfs of bank statements on a regular basis, as well as bringing the paper statements to Parish Council meetings for inspection. **MG**
- 198 ii It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed that grants should be paid following requests, £1,600 each to Stansted Village Hall and Fairseat Village Hall; also to St Mary's PCC £1,600 (for mowing of churchyard under S 214 LGA 1972) Clerk to action. **MG**

7 ST CLERE ESTATE

- 199 Reports had been received of disturbance from trail bikes on the Estate. It was agreed that this matter was the responsibility of St Clere, and it was not the role of Stansted Parish Council to monitor or report this activity.

8 HIGHWAYS

Traffic Plan, Highways Improvement Plan, Signage

Cllr Falconer presented Stage 2 of actions for the Plan, with responsibility for action points .

- 200 **Directional signposts** - Cllr Falconer showed pictures of suggested models and styles of signposts, and will confirm prices. It was thought that a discount may be possible if we order at least 10 signs. **PF**
Cllrs Brooker and Saunders agreed to remove the old redundant signs, including Neighbourhood Watch signs. **TB/JS**
- 201 **Village gateways** - Cllr Tisson will investigate prices and designs and liaise with Cllr Bott re design. Composite gates to be used. It was noted that if the gateways / signs are placed on a landowner's property, the landowner would not be responsible for any damage or injury caused. It was agreed that Councillors would do a Parish walk at 11 a.m. one day in November to agree siting of signs. The Clerk to suggest dates (Saturday or weekday morning) **YT/ HB**
The Clerk to ask Mark Haley for a quote for two visits per year to trim vegetation and grass around all signs. **MG**
- 202 **Hatham Green** - Cllrs Brooker and Saunders to collect soil from Martin Coffin to build up Hatham Green area as previously agreed. **TB/JS**
- 203 **Passing places at top of Stansted Hill** - KCC Highways will have to authorise passing places.
- 204 **Drainage** - Cllr Brooker will confirm location of drains in Malthouse Road and inform Clerk. Clerk will then formally request a drain clearance plan at KCC Highways, to start in March. **TB/ MG**

Other Highways issues

205

No other issues were raised

SUSPENSION OF MEETING FOR COUNTY AND BOROUGH COUNCILLORS' REPORTS

The Chairman suspended the meeting to allow KCC Cllr Harry Rayner to speak.

Cllr Rayner said that Red Route buses have taken over the Arriva 306 / 308 bus route, using double decker buses.

Cllr Rayner reported on the motor bike problem on the St Clere Estate, (already raised by Cllr Tisson under item 7 above) and had written to St Clere raising noise issues and lack of permission for this activity, and will pursue this with TMBC Environmental Health.

Cllr Rayner said he would formally request co-operation between KCC and TMBC regarding information on Travellers' sites.

The Chairman thanked Cllr Rayner and reconvened the meeting.

9 MANAGEMENT OF PARISH COUNCIL LAND AND PROPERTY

Recreation ground

- 206 i Car park lights and path lights: it was reported that the lights had tripped out. On investigation it was found that ants had created mounds of damp earth inside the housing of the lights, causing this problem. A quote had been obtained to remedy this at a cost of £831.79 and it was proposed by Cllr Bott, seconded by Cllr Falconer and agreed that this be accepted.

ii Play park

207 Nothing to report

iii Brown's Field

208 An application for felling licence for coppicing would be completed shortly . **MG**

iv Other issues

209 None.

10 VILLAGE HALLS

210 Grants to be paid to Stansted and Fairseat Village Halls, as agreed in item 6 d ii above. **MG**

11 PARISH MAGAZINE

211 Nothing to report.

12 AIRFIELD PLAQUE

212 Cllr Brooker said that progress was being made on the work.

**HB/
TB**

13 REMEMBRANCE DAY

213 Cllrs Tisson and Sefer said that that they would be able to attend the short ceremony at the War Memorial on Armistice Day 11th November to lay the Parish Council wreath. Clerk had ordered the wreath.

**YT
DS
MG**

14 QUEEN ELIZABETH II PLATINUM JUBILEE

214 It was agreed that the Parish Council could support any initiative proposed by the village hall committees or other group planning a celebration. Cllr Bott agreed to organise flares in Q E II form on Thursday 2nd June. It was suggested that, if no other event is organised, drinks could be served on the recreation field followed by lighting of the flares.

HB

15 CORRESPONDENCE

215 Cllr Tisson had received invitations to KALC meetings and had attended. She reported that under the new ward boundary changes Stansted would be in a ward named Pilgrims and Ightham. It was agreed that the new name should include the name Stansted, as Ightham is included, and that the Clerk should write accordingly to the organising body.

MG

16 ANY OTHER BUSINESS

216 No issues were raised.

PUBLIC SESSION

217 No issues were raised.

RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed the press and public be excluded from the following item by reason of the confidential nature of the item.

218 Cllrs Bott and Falconer stated that they do not intend to stand for re-election in 2023. Discussion followed on the possibility of co-opting councillors, should there be a vacancy before the election.

The Chairman thanked everyone for attending and closed the meeting at 9.55 pm

SignedChairman

On theday of2021