

**STANSTED PARISH COUNCIL****MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 5<sup>th</sup> DECEMBER 2022  
AT FAIRSEAT VILLAGE HALL**

<b>PRESENT:</b>	Cllr Harry Bott	Chairman
	Cllr Polly Falconer	Vice-Chair
	Cllr Tom Brooker	
	Cllr Jack Saunders	
	Cllr Daren Sefer	
	Cllr Yvonne Tisson	
	Mrs Melita Gandolfo	Clerk
	TMBC Cllr Martin Coffin	
	KCC Cllr Harry Rayner	(for part of meeting)
	Six members of the public	

<b>Item</b>		<i>Action point</i>
Minute no		
<b>1</b>	<b>APOLOGIES</b>	
253	Apologies for absence were received from Cllr Kevin Sparkes (working), and were accepted.	
<b>2</b>	<b>DECLARATIONS OF INTEREST AND ALTERATIONS TO THE REGISTER</b>	
254	There were no declarations of interest.	
<b>3</b>	<b>MINUTES OF THE MEETING HELD ON 7<sup>th</sup> NOVEMBER 2022</b>	
255	It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed that the minutes of the meeting held on 7 <sup>th</sup> November 2022 be signed as a true record.	
<b>4</b>	<b>MATTERS ARISING</b>	
256	There were no matters arising.	

**Suspension of meeting for County and Borough Councillors' Reports**

The Chairman suspended the meeting to allow TMBC Cllr Martin Coffin and KCC Cllr Harry Rayner to speak.

Cllr Coffin said that the rubbish and recycling bin collections had become increasingly efficient. The brown (garden) bin collection day had changed to improve the service. He said that over 4,000 responses had been made to the Local Plan consultation, providing valuable information which will be analysed. He said that "top down" housing figures may be abolished, meaning that house building would in future be according to local need rather than government demand. He said that budgets were being set for next year; reserves were low. A 2-3% increase in council tax was likely.

Cllr Rayner said that only one third of County Hall was occupied by KCC, and other parts of the building were for sale.

He said that up to £180 million savings would be required next year. Savings would be made in adult and children's services, including schools. Bus services were likely to be impacted, including subsidised children's season tickets.

The Chairman thanked Cllrs Coffin and Rayner, and reconvened the meeting.

## 5 ASH DIE-BACK

(Immediately before the Parish Council meeting a public meeting had been held where Cllr Bott gave a presentation on ash die-back, landowners' responsibilities, and the action the Parish Council is taking.)

- 257 Quotations from Aztech, Canvins, and Nick Connell were considered. Euroforest had sent a quote for the ash die-back work and the Brown's Field tree work. The Clerk will ask Aztech and N Connell to quote for Brown's Field tree works at the same time. MG

## 6 HIGHWAYS

- 258 a **Traffic Plan, Highway Improvement Plan, Signage**  
Following further correspondence with solicitors, it was thought that the Parish Council could draw up its own simple agreement for installation of village gateways on landowners' land. The Clerk had produced a draft, and would circulate this to all councillors, with further small amendments as suggested by Cllr Falconer. Cllr Falconer will speak to Vigo Road landowner Sue Gilroy, and Cllr Saunders will speak to Plaxdale Green Road landowners the Goodworth family. MG  
PF  
JS

- 259 Cllr Tisson had attended a KALC Advanced Planning course where Highways Improvement Plans were discussed. She reported that other parish councils had expressed frustration at the time and effort put into preparing the Plans and subsequent difficulty in implementing them.

- b **Other Highways issues –**  
260 None.

## 7 PLANNING

- a **Applications**  
261 There were no new applications MG
- b **Decisions**  
262 22/01677/FL | Erection of a two storey rear extension | Managers House Thriftwood Caravan And Camping Park Plaxdale Green Road Stansted Sevenoaks Kent TN15 7PB  
c Decided: Approved - Noted
- d **Appeals**  
263 No updates were reported.
- e **Enforcement**  
264 No updates were reported.
- Other Planning matters**  
265 It was reported that the Sevenoaks draft Local Plan had been published for consultation.

**8 FINANCE – Appendix A****a Bank Balances**

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

**b To approve payments made since last meeting**

267 None.

**c Accounts for Payment**

268 Cllr Bott proposed and Cllr Falconer seconded and it was agreed that the accounts for payment listed on Appendix A be approved.

**d To agree budget 2023-24**

269 A revised draft budget had been circulated and was discussed. Some further amendments were discussed and agreed. It was then proposed by Cllr Bott, seconded by Cllr Falconer and agreed that the Budget be agreed and adopted with the final amendments made.

MG

**e To set Precept 2023-2024**

270 It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed that the Precept for 2023-2024 be set at £17,780 (no increase on previous year)

**f Other finance matter**

271 It was agreed that a second high-interest Nationwide account be opened.

MG

**9 GRANT APPLICATIONS**

It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed that the following grants be made:

272 **a** St Mary's PCC; contribution for grass cutting of churchyard: £1,900

273 **b** Stansted Village Hall: £1,600

274 **c** Fairseat Village Hall: £1,600

275 **d** Fairseat Community Café: £200 (Brown's Bequest)

276 It was noted that the Berry Housing Trust intended to submit a grant application, for roofing works to the houses.

**10 MANAGEMENT OF PARISH COUNCIL LAND AND PROPERTY****i Recreation Field**

277 Nothing to report

**ii Play park**

278 Nothing to report

**iii Brown's Field**

279 Following the granting of the felling licence, the Clerk had asked for three quotations for the coppicing work and was awaiting these.

- iv **Telephone box in Plaxdale Green Road**  
280 Nothing further to report.
- v **Maintenance and handyperson**  
281 Peter Morris agreed that jobs for December will include refurbishment and cleaning of road and village signs where required, and refurbishment of seat in Stansted.
- vi **Other issues**  
282 Cllr Saunders will liaise with Cllr Bott on exactly where earth is to be moved and banks built up on Hatham Green. HB/  
JS

## 11 VILLAGE HALLS

- i **Stansted Village Hall**  
283 No issues were raised.
- ii **Fairseat Village Hall**  
284 No issues raised.

## 12 WILDLIFE CAMERAS; VILLAGE SECURITY

- Cllr Brooker circulated to all information on suitable cameras, and gave a short presentation.
- 285 The Parish would require nine cameras, at a cost of £529 each inc VAT. It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed that this cost to be added to the budget, and that Cllr Brooker should order two cameras as a trial. TB
- Cllr Brooker will write an explanatory piece for the Parish Notes, and will also suggest forming WhatsApp groups for the villages. TB

## 13 BOROUGH GREEN TAXIS

- 286 The Parish Council were pleased to see that Borough Green will soon have a taxi service again. Cllr Bott proposed, Cllr Sefer seconded and it was agreed that they should be offered a year of advertising free of charge in the Parish Notes.
- Cllr Bott also asked TMBC Cllr Coffin if they could have support from TMBC.

## 14 CLERK

- 287 It was noted that the current Clerk would like to retire. The recruitment process for a new Clerk has begun and the post has been advertised.

## 15 REPORTS FROM KALC/PARISH PARTNERSHIP PANEL MEETINGS

- 288 Cllr Tisson had attended an Advanced Planning course, where Neighbourhood Development Plans were discussed. It was reported that parishes could be vulnerable without a Plan, and some parishes had spent large sums of money on a Plan.

## 16 CORRESPONDENCE

- 289 Nothing to report.

**17 ANY OTHER BUSINESS**

290 It was noted that a family hockey match would take place over the Christmas holiday on Stansted recreation field.

291 It was noted that the Berry Housing Trust would like to make a formal request to give a presentation on their upcoming grant request at the February meeting of the Parish Council.

**PUBLIC SESSION**

No issues were raised.

The Chairman thanked everyone for attending and closed the meeting at 9.45 pm.

Signed .....Chairman

Dated.....