

**STANSTED PARISH COUNCIL****MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 2 NOVEMBER 2020 AT 8 pm  
ON ZOOM DUE TO COVID RESTRICTIONS**

<b>PRESENT:</b>	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
	Three members of the public	

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

**1 APOLOGIES**

163 Apologies for absence were received from Cllr Tom Brooker, and TMBC Cllr Martin Coffin, and it was agreed that these apologies be accepted.

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

164 None.

**3 MINUTES OF THE MEETING HELD ON 3 SEPTEMBER 2018**

165 It was proposed by Cllr Sefer, seconded by Cllr Tisson and agreed the minutes of the meeting held on 5<sup>th</sup> October 2020 be signed as a true record.

**4 MATTERS ARISING**

166 There were no matters arising.

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

The Chairman suspended the meeting to allow KCC Cllr Harry Rayner to give his report.

Cllr Rayner said that the inspectors of the TMBC Borough Green Gardens Local Plan have questioned the legality of the Plan so far, and have cancelled the hearing due to be held in November. There are concerns over a number of legalities, and the inspectors will write to the Planning Policy Manager with more details.

The Chairman thanked Cllr Rayner and reconvened the meeting.

**5 PLANNING**

**a Applications**

- 167 **i 20/02301/TNCA | Honey Cottage, Platt House Lane, Fairseat, TN15 7LX**  
Group A 4 Holly trees to reduce height below the power lines, Group B 9 Beech trees to reduce by 35% and 1 dead Hawthorn to fell to near ground level.

No objections.

- 168 **ii 20/02276/FL | Underpine Cottage, Vigo Road, Fairseat TN15 7LU**  
Variation of condition 2 (materials) pursuant to planning permission TM/19/00305/FL (Demolition of the existing residential dwelling and the construction of a replacement 2 bedroom dwelling with associated parking and bin storage facilities)

This application had not been showing on the TMBC website at the time the Agenda was sent out. However the Clerk had emailed all councillors to advise them and they had been able to view and consider the application.

After discussion it was agreed that the application was not only for a variation of condition 2 (materials) as the plan submitted showed four additional velux roof lights. It was agreed to respond as follows:

Stansted Parish Council objects to this application. It is not in fact only a variation of condition 2 (materials), as the new drawings show four new roof windows that were not in the original application or plan. These new proposed roof windows as shown on the plan will be intrusive to the neighbours and will cause significant light pollution and light disturbance to the neighbours. There would appear to be plenty of natural light already to the house from the large glazed windows and doors at ground floor level.

**b Decisions**

- 169 **20/01241/FL – Oaktree Farm, Hatham Green Lane, Stansted TN15 7PL**  
Decided – approved

Noted. It was noted that the Parish Council's concerns re parking had been considered by TMBC, and that a parking plan was to be submitted.

**c Other Planning issues**

**i Lucy's Barn Camp Site, Ash Lane**

- 170 The Clerk had received a reply from the Camping and Caravanning Club regarding the licence for the camp site, saying that they would be reviewing the licence at a meeting in November. They confirmed that under the terms of the current licence Lucy's Barn can accommodate up to five caravans / motor homes and ten tents. They cannot have extra tents if there are no motor homes on site (or vice versa). Further groundworks had been reported and the Clerk had informed Enforcement of these new developments.

- 171    **ii    Thriftwood camp site**
- Thriftwood had said they would like to offer their presentation at the December meeting.
- iii    Oak Tree Stable**
- 172           There were no updates to report.
- 6           FINANCE**
- a    Bank Balances**
- 173           The bank balances as listed on Appendix A were noted.
- b    Accounts for Payment**
- 174           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    Conclusion of external audit 2019-2020**
- 175           The Clerk had received notification of conclusion of audit from KP Littlejohn, and this was displayed on the PC website.
- d    Draft budget 2021-2022**
- 176           The draft budget was presented and discussed, and will be finalised in December/January.
- e    Other Finance issues**
- 177           No other issues were raised.
- 7           Royal British Legion Poppy Appeal – wreath and donation**
- 178           The Clerk had ordered a wreath and made a £50 donation. It was proposed by Cllr Bott and seconded by Cllr Sefer that this be ratified and that the Clerk be reimbursed. Cllr Bott agreed to place the wreath at the War Memorial, and to put up some of the silhouette figures made for the Armistice centenary.
- 8           Highways**
- a    Traffic Plan, Highways Improvement Plan, Signage**
- 179           There was no update on the Traffic Plan. It was agreed that the Clerk would contact Highways Engineer Les Henry to ask what he would charge to review and improve the Plan so it could be submitted to KCC.
- 180           It was confirmed that the green areas in Hatham Green Lane are to be built up with earth – Cllr Saunders will liaise with TMBC Cllr Martin who has piles of earth to spare with a view to building up these areas.

**b Other Highways issues**

181 No other issues were raised.

**9 MANAGEMENT OF PARISH COUNCIL LAND AND PROPERTY**

**i Hire of ground**

182 Nothing to report

**ii Play park**

183 The Clerk reported that the new see-saw had been installed.

**iii Lights around Stansted Village Hall and on path to School**

184 Cllr Bott had met with Alan Bullock and immediate neighbours of the village hall, and it had been agreed that cowls would be placed over the very bright lights to minimise light disturbance. Cllr Bott would make models, and then quotes would be obtained from local metal workers. Two lights on the side of the village hall would be removed.

**iv Other issues**

185 No other issues were raised.

**10 PARISH MAGAZINE**

186 Cllr Falconer said that only 20% of houses in Fairseat, and 50% in Stansted, took the Parish magazine (plus 30 copies in Vigo), and that she believed the beautifully produced and presented magazine deserved a much bigger readership. Also, the Parish Council would benefit from a means of effective communication with the villages. She suggested that the Parish Council could take responsibility for funding the magazine and that it could be delivered free of charge to all houses in Stansted and Fairseat, and to houses just outside the Parish in Wrotham Hill Road and Labour in Vain Road. Some pages would be allocated to the Church. Cllr Falconer will speak to Reverend Chris Noble.

**11 ANY OTHER BUSINESS**

No issues were raised.

**PUBLIC SESSION**

**12**

No matters were raised.

The Chairman thanked everyone for attending and closed the meeting at 9.30 pm

Signed .....Chairman

On the .....day of .....2020 4