

**STANSTED PARISH COUNCIL****MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 11 MAY 2015 AT FAIRSEAT VILLAGE HALL,  
VIGO ROAD, FAIRSEAT AT 8.00 pm**

**PRESENT:** Cllr Harry Bott Chairman  
 Cllr John Brooker  
 Cllr Mrs Polly Falconer  
 Cllr Mrs Sheila Goodworth  
 Cllr Michael Osborne  
 Cllr Daren Sefer  
 Cllr Kevin Sparkes

Mrs Roxana Brammer Clerk

In attendance 4 members of the public

Prior to the commencement of the meeting, Cllrs Bott, Brooker, Mrs Falconer, Osborne, Sefer and Sparkes signed their declarations of acceptance of office before the Proper Officer of the Council.

**Item** *Action point*  
 Minute no 2015/16/

**1 ELECTION OF CHAIRMAN**

37 It was proposed by Cllr Mrs Falconer, seconded by Cllr Brooker and agreed Cllr Bott be Chairman for the year.

**2 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

38 Cllr Bott signed his declaration of acceptance of office before the Proper Officer of the Council.

**3 ELECTION OF VICE-CHAIRMAN**

39 It was proposed by Cllr Bott, seconded by Cllr Brooker and agreed Cllr Mrs Falconer be Vice-chairman for the year.

**4 VICE-CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

40 Cllr Mrs Falconer signed her declaration of acceptance of office before the Proper Officer of the Council.

**5 APOLOGIES**

41 All parish councillors present. Apologies for absence were received from Cllr Mrs Sarah Hohler, Kent County Council; Cllrs Robin Betts and Martin Coffin, Tonbridge and Malling Borough Council and PCSO Laura Bullen.

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

42 None.

## **7 CO-OPTION OF COUNCILLOR**

- 43 Following the parish elections held on 7<sup>th</sup> May 2015, there was a vacancy on the Council which could be filled by co-option. Cllr Bott nominated Mrs Sheila Goodworth. This was seconded by Cllr Mrs Falconer. There being no other nominations, Mrs Goodworth was co-opted to the Council and signed her declaration of acceptance of office before the Proper Officer of the Council.

## **8 APPOINTMENT OF REPRESENTTIVES**

### **44 a Parish Partnership Panel**

It was agreed not to have a specific representative but to rotate the position.

### **45 b KALC Tonbridge Area Committee**

Cllrs Bott and Mrs Falconer.

### **46 c Police Liaison**

Cllr Mrs Goodworth.

## **9 MINUTES OF THE MEETING HELD ON 13 APRIL 2015**

- 47 It was proposed by Cllr Osborne, seconded by Cllr Mrs Goodworth and agreed the minutes of the meeting held on 13<sup>th</sup> April 2015 be signed as a true record.

## **10 MATTERS ARISING**

- 48 No matters were raised.

## **11 PLANNING**

### **a Applications**

- 49 **i TM/15/01099/FL:** Fairseat Farmhouse, Vigo Road, Fairseat: Demolition of existing side extensions and construction of 2 storey rear extension; extension and alterations top dwelling roof including dormers to front and rear

After discussion, it was proposed by Cllr Mrs Falconer, seconded by Cllr Bott and agreed the Council object to this application as follows:.

Stansted Parish Council objects to this application. The drawings show a blank wall on the gable end. This wall is dominant in the street scene in a conservation area and is seen by everyone approaching the centre of Fairseat from the Stansted direction, as well as those using the near-by public right of way, which is one of the ten most popular walks in Kent. It is believed this has been altered to show two small windows at 2<sup>nd</sup> floor level, but members consider this is inadequate in providing a pleasing aspect and the wall should be broken up with additional fenestration. The drawings ignore the garage which has planning permission and this should be shown on the drawings in relation to the house. Members consider the garage and parking arrangements for the property should be part of this application and the application

should not be determined without benefit of this. The Parish Council also requests that the application goes to the Planning Committee and is not determined under delegated powers.

- 50     **ii     TM/15/01064/FL:** Woodbine Farm, Vigo Road, Fairseat: Proposed conversion of existing barn to form a single bedroom dwelling

After discussion, it was agreed to respond as follows:

Stansted Parish Council has no objection in principle to this application, but asks that conditions are imposed that the dwelling is ancillary to Woodbine Farm and may only be occupied by family members or employees of Woodbine Farm.

51     **Out of Time**

The response to the out of time application as listed on Appendix A was ratified.

52     **b     Decisions**

The decision as listed on Appendix A was received.

53     **c     Enforcement**

None at date of agenda

54     **d     Appeals**

None

55     **e     Other Planning Issues**

None.

**12     FINANCE**

56     **a     Bank Balances**

The bank balances as listed on Appendix B were noted.

57     **b     Cheques signed since Last Meeting**

None.

58     **c     Accounts for Payment**

It was proposed by Cllr Mrs Falconer, seconded by Cllr Mrs Goodworth and agreed the accounts for payment as listed on Appendix B be paid (cheques 731 - 732), with the addition of £12,000 to Park Leisure & Sports (cheque 733).

59     **d     Accounts 2014/15**

It was proposed by Cllr Mrs Falconer, seconded by Cllr Mrs Goodworth and agreed the

accounts for the year to 31<sup>st</sup> March 2015 be adopted and signed by the Chairman and Responsible Financial Officer.

60     **e     Internal Audit**

The internal audit report had not been available in advance of the meeting and was deferred to the next meeting.

61     **f     Audit Return Statement of Accounts 2014/15**

Deferred to the next meeting.

62     **g     Audit Return Governance Statement**

Deferred to the next meeting.

63     **h     Chairman's Allowance**

Cllr Bott said that at the recent elections Cllrs Goring and Miss Howie had not stood for re-election and due to the Boundary Commission change, Borough Cllrs Anne Kemp and Matthew Balfour no longer represented the parish. He said he had written to thank them and opened a discussion on whether their input should be recognised by a gift. This would mean an increase in the budgeted figure. There was little interest from other members and the idea was dropped. The budgeted figure of £50 was agreed.

**13     FUNDING REQUESTS**

64     None.

**14     MANAGEMENT OF THE COUNCIL'S LAND & PROPERTY**

**a     Recreation Ground**

65     i.    General Matters. Cllr Osborne reported that he had seen dog walkers ignoring the mess their dogs were making.

66     ii.   Hire of Ground. No new hirings were reported.

67     iii. Posts. A complaint had been received about the state of the posts. They were too close together to be replaced by trees and the situation would have to be re-evaluated. It was agreed to hold a site meeting at the next parish council meeting.

68     iv. Car park. It was reported that people holding events at the hall or with permission to use the carpark, were asked to put notes through the doors of the cottages opposite to inform them of the event and to request they did not park their cars there. This was being ignored and the Clerk was instructed to write to one family to remind them.

**b     Playpark**

69     i.    New equipment. The new equipment had been installed. Cllr Mrs Goodworth and the Clerk had had a site meeting with the manufacturer to sign the project off.

70     ii. Maintenance. While meeting the manufacturer, Cllr Mrs Goodworth and the Clerk had noticed repairs that needed attention. Park Leisure would quote for these repairs.

71     **c     War Memorial and Garden**

Nothing to report.

72     **d     Telephone Kiosk**

Cllr Mrs Goodworth said that the Knitting Group had asked for Tom Brooker's assistance in putting up the display.

73     **e     Village Green Land, Hatham Green Lane and Parsons Lane**

Nothing to report.

74     **f     Church Bank**

Cllr Osborne reported that mains drainage for the church project would go across the bank. Cllr Mrs Falconer said that both paths would be coming up and the project had slowed down because the wrong roof tiles had been delivered.

75     **BROWNE'S BEQUEST**

Nothing to report.

**16     HIGHWAYS & TRANSPORT**

76     **a     Crabtree Close, Fairseat**

Cllr Bott reported that encroachments onto the highway at Crabtree Closer had been noticed while a planning sitee meeting was being held and suspended the meeting to allow Roy Barry to speak.

Mr Barry said that in 2005 he had written to the Public Rights of Way officer (PROW) at Tonbridge and Malling Borough Council and reported encroachment onto Crabtree Close. The PROW considered it was not an encroachment as it did not include the carriageway, just the verge. The road is a bridle way BR216 and in the past was a road 30ft wide.

The Chairman thanked Mr Barry and reconvened the meeting. It was agreed to write to the PROW at Kent County Council.

**17     VILLAGE HALLS**

77     **a     Stansted Village Hall**

Cllr Mrs Goodworth said that the Committee had decided to appoint someone from the Charities Commission as custodian trustee.

78     **b     Fairseat Village Hall**

Nothing to report.

**18 STANSTED SCHOOL**

79 Cllr Osborne reported that there was a notice on the door, saying that the school was not yet shut. Cllr Mrs Falconer proposed that the Parish Council seek a meeting with the Diocese of Rochester to try to establish their intentions for the future use of the school buildings. This was seconded by Cllr Bott and agreed.

**19 POLICE MATTERS****80 a Police Representative's Report**

PCSO Laura Bullen had sent an email, stating that there were no crimes to report for the previous month.

**81 b Neighbourhood Watch**

Cllr Mrs Goodworth had nothing to report.

**20 BROADBAND**

82 Cllr Bott had nothing to report.

**21 WORLD WAR I COMMEMORATIVE BOOKLET**

83 As Roy Barry was present, the Chairman suspended the meeting to allow him to speak.

Mr Barry said he had been in touch with John Mattick, who had been occupied with fighting the proposed closure of the school. A meeting would be organised.

The Chairman thanked Mr Barry and reconvened the meeting.

**22 CONSULTATION**

84 No documents received.

**23 CORRESPONDENCE**

85 None.

**24 REPORTS & CIRCULARS**

86 The reports and circulars as listed on the agenda were received.

**25 ANY OTHER BUSINESS****87 a Fairseat "Island"**

Cllr Mrs Falconer said that a large lorry had gone over the "island" at the junction of Platt House Lane and Vigo Road.

The Chairman thanked councillors and members of the public for attending and closed the meeting at 9.37 pm

Signed .....Chairman

On the .....day of .....2015