

**STANSTED PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 3<sup>rd</sup> JUNE 2024  
AT FAIRSEAT VILLAGE HALL AT 8.00 PM**

**PRESENT:** Cllr Yvonne Tisson Chairman  
Cllr Kelly Curtis  
Cllr Peter Morris  
Cllr Daren Sefer  
Cllr Greg Whittaker

Mr David Rice Clerk  
One member of the public

**Item** *Action point*

Minute no

**1 CHAIRMAN**

90 Cllr Tisson took the Chair.

**2 APOLOGIES**

91 Apologies were received from Cllr Brooker and Cllr Saunders.

**3 DECLARATIONS OF INTEREST**

92 There were no declarations of interest.

**4 MINUTES OF THE MEETING HELD ON 13<sup>th</sup> MAY 2024**

93 It was proposed by Cllr Tisson, seconded by Cllr Sefer that the minutes of the meeting held on 13<sup>th</sup> May 2024 be signed as a true record.

**5 MATTERS ARISING**

94 There were no matters arising.

**6 COUNTY AND BOROUGH COUNCILLORS' REPORTS**

The Chairman suspended the meeting to allow TMBC Cllr Coffin and Cllr Rayner to update the Parish Council.

Cllr Coffin reported that there were various environmentally friendly initiatives in progress and in particular involving leisure centres as these were some of the largest emitters of heat into the environment. Tonbridge swimming pool will be installing solar panels to reduce its emissions and energy costs. Following the installation of 63 electric car charging points, a further 36 will be added within the TMBC borough. There were also plans for refuse vehicles to be powered with distilled diesel derived from plants to reduce carbon emissions.

Funding under the West Kent Scheme was available for local community projects where 50% of the total cost, capped at £25,000 would be met. These funds could for example, be used for solar panel projects.

Cllr Rayner briefed the Parish Council on the plans to build a new service station and rest area for HGVs at junction 2A on the M26. There were concerns that the plan was likely to increase road congestion on the A20 and more generally in the local area. Furthermore, the development was within the 'green belt' and was also within the proximity of an "area of outstanding natural beauty", however, both KCC and Highways England had not opposed the plans.

Cllr Rayner clarified that whilst planning permission had been refused, the developer Moto, had yet to appeal and potentially had up to six years to challenge the decision. It was also noted that the term 'area of outstanding natural beauty' had been replaced with term "nature landscapes".

Tonbridge & Malling had yet to finalise a "local plan" which would determine the level of permitted development.

The Chair thanked Cllr Coffin and Cllr Rayner and reconvened the meeting.

**7 CLIMATE ACTION PLAN – Action 1 – Plant more tree and maintain hedges**

95 The Chair invited Mr Whittaker to provide an update on the status of the tree and hedge planting project.

96 Mr Whittaker reported that a number of the parish councillors had met on 20 May for a walkaround the potential sites in the parish for tree-planting. The Woodland Trust could provide trees in two batches; the first to be ordered in August for delivery in November and the second would be ordered in September for delivery the following spring. It would be necessary to provide the Woodland Trust with the specific map grid references of where the trees were planted so that they could be monitored in the future. It was considered that small trees could be planted to line the path to Grange Park School and fruit trees in Browne's Field together with some hedging. It was agreed that an item should be added to the Parish Notes asking for suggestions for the siting of the new trees and hedging.

*Clerk*

**8 CLIMATE ACTION PLAN – Action 2 – Green infrastructure**

97 There was a discussion and various initiatives were considered although it was agreed that the installation of vehicle charging points at the village halls would not be considered at the current time.

*Clerk*

**9 CLIMATE ACTION PLAN – Action 3 – Upgrade to low energy LEDs**

98 It was agreed that low energy LED bulbs should be used wherever possible and that this policy would be rolled out across the parish buildings and infrastructure where appropriate.

**9 WAR MEMORIAL**

99 The Parish Council noted that that the repair to the damaged war memorial would be actioned by the Chairman following the quote received at a cost of £375 plus VAT. It was noted that a power-supply was required to complete the repair.

*Mr Whittaker*

100 It was agreed that the terms of the parish council's insurance should be clarified and whether an alarm was required as a condition of the policy.

**10 LONDON GOLF CLUB – "LONDON PROJECT"**

101 There was a discussion regarding the forthcoming planning application and it was noted that if concerns were raised these should be disclosed prior to the application being submitted by the London Golf Club during the period of public consultation.

102 It was agreed that the other parishes affected should be contacted, being Ash and West Kingsdown. *Clerk*

103 It was agreed that the Clerk should invite representatives from the team leading the public consultation to give a presentation to the parish on an evening separate from the monthly meetings of the parish council and a proposed date of 15 July was suggested. *Clerk*

**11 REPORT FROM THE SCHOOL SUB-COMMITTEE**

104 The Chair invited Mr Sheldon to give an update to the Parish Council.

105 Mr Sheldon reported that the School Sub-Committee was recommending that Parish Council instigate a savings plan to ensure that the outstanding loan it had taken out to buy the school building was repaid by the end of the current tenancy to Grange Park School in 2038. It also recommended that the Parish Council's open an account for general purposes which would achieve an interest rate of 3.25% rather than the rate current paid of 1.45%.

106 Following a further discussion, it was proposed by Cllr Curtis and seconded by Cllr Morris that the recommendation be approved.

**11 MAINTENANCE OF LOCAL PATHS**

107 The Chair noted the list of local paths and stiles that required ongoing maintenance.

108 The Parish Council noted that if it agreed to make a contribution to specified projects this could help secure support for the remaining funding from KCC Highways.

**12 HIGHWAYS**

**Traffic Plan, Highway Improvement Plan**

109 The Parish Council had been notified that Demi Richards, Community Engagement Project Manager for Highways at KCC was the new contact for progressing projects and a meeting would be set up with her in the near future. *Clerk*

**Other Highways issues**

110 Cllr Tisson updated the meeting on the proposal which had been agreed at the last meeting to replace the road signs in the parish. The cost of each road sign would be £149. It was agreed to order one road sign to assess how easy it was to fit into the existing frame before ordering the remaining signs. *Clerk*

111 The village gates project was discussed and it was agreed that the number of gates required would be provided by the Clerk to Mr Brooker so that these could be ordered.

*Clerk*

**13 PLANNING**

**a Applications**

112 (i) There were no new applications to be considered at the time of the meeting.

**b Decisions**

113 (ii) **2 Tumblefield Estate, Tumblefield Road, Stansted TN15 7PS**  
TM/23/03511 – Two storey side and single storey rear extension. Re-submission following previous refusal.

Permission had been granted.

**c Appeals**

114 (i) There were no new appeals at the time of the meeting.

**d Enforcement**

115 (i) There were no enforcement updates at the time of the meeting.

**e Other Planning matters**

116 There were no developments on other planning matters discussed at the time of the meeting.

**15 FINANCE – Appendix A**

**117 a Bank Balances**

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

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

CLlr Tisson proposed and CLlr Sefer seconded and it was agreed that the payments made since last meeting as Appendix A be approved.

- 119 c **Accounts for payment**  
Cllr Tisson proposed and Cllr Sefer seconded and it was agreed that the accounts for payment listed on Appendix A be approved.
- 120 d **Accounts for 2023-2024**  
It was proposed by Cllr Tisson, seconded by Cllr Sefer that the accounts for 2023-24 be agreed and signed by the Chairman and the Responsible Financial Officer.
- 121 e **Internal Auditor's Report 2023-2024**  
The Internal Auditor's Report 2023-24 was received. No significant issues were identified.
- 122 f **External Audit Annual Return Governance Statement 2023-2024**  
It was proposed by Cllr Brooker, seconded by Cllr Sefer and agreed that the External Audit Annual Return Governance Statement for the year to 31 March 2024, be agreed and signed by the Chairman and Responsible Financial Officer.
- 123 g **External Audit Statement of Accounts 2023-2024**  
It was proposed by Cllr Brooker, seconded by Cllr Sefer and agreed that the External Audit Annual Return Statement of Accounts for the year to 31 March 2024 be agreed and signed by the Chairman and Responsible Financial Officer.
- 124 h **Other Finance issues**  
There were no other matters to note at the time of the meeting.

## 16 MANAGEMENT OF PARISH COUNCIL LAND AND PROPERTY

- 125 i **Grange Park School**  
A visit by the School Sub-Committee had been arranged for 8 July to inspect the condition of the property.
- 126 ii **Recreation Field**  
There were no matters to note.
- 127 iii **Play park**  
There were no matters to note.
- 128 iv **Browne's Field**  
There were no matters to note.

129 v **Telephone box in Plaxdale Green Road**

There were no matters to note.

130 vi **Maintenance and handyperson**

There were no matters to note.

vii **Other issues**

131 There were no issues to be discussed.

**17 VILLAGE HALLS**

**Stansted Village Hall**

132 i There were no issues to discuss.

**Fairseat Village Hall**

133 ii There were no issues to discuss.

**18 WILDLIFE CAMERAS & SIGNS**

134 It was noted that Cllr Brooker was hoping to progress the siting of the cameras but the instructions were not in English and various contacts were suggested who could help.

**19 REPORTS FROM MEETINGS ATTENDED BY THE COUNCILLORS/CLERK**

135 There were no reports provided to the meeting.

**20 EDITOR OF PARISH NOTES**

136 It was noted that no applications had been received for the post of new editor of the Parish Notes. It was agreed that a further advertisement be included in the July edition of the Parish Notes indicating that there was some flexibility with regards the future role of editing the Parish Notes.

**21 CORRESPONDENCE**

137 There was no correspondence to be reported.

**21 ANY OTHER BUSINESS**

138 There were no further issues to be discussed.

**PUBLIC SESSION**

There were no issues subject for discussion.

The Chair thanked everyone for attending and closed the meeting at 10.30 pm.

Signed .....Chairman

Dated.....