

**MINUTES OF A FULL MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY 9th JANUARY
2017 IN MATFIELD PAVILION AT 7.30pm**

Present

Chairman C Woodley presided. Vice Chairman R Wickham, Cllrs J Grant, D Batty, A deGuingand, I McEwen, Mrs L Butler, Mrs N Marriott, Mrs G Warner. Borough Cllr A McDermott. Clerk M Powell.

No Item

1 To accept apologies for absence

None. All Cllrs were present.

2 To approve Minutes of the last meeting

2.1 Approve minutes of the meeting of 5th December 2016

Resolved: - To accept the minutes as accurate, with the exception of item 4.21 relating to Matfield House which was amended to include that the proposed scheme could include a white line on the road in front of the property. The Chairman then duly signed them.

3 To record declaration of Interests on any item on the Agenda

Members are reminded that if any have a *prejudicial* interest in an agenda item, this should be declared at the start of the meeting.

Personal interests could be declared at this point or, alternatively, could be declared at the time a specific item is being discussed if that member wishes to speak on the item in which s/he has a personal interest. In case of doubt about such an interest Councillors have been advised to contact the Monitoring Officer before the meeting.

4 To adjourn to allow public participation

None

5 Parish Plan

5.1 To hear reports

Mrs. Jane Buckley Sander gave a report on progress so far. The Co-ordination Group had held monthly or twice monthly meetings, and it had recruited 54 volunteers to help with the survey. There were 554 responses generated by the survey, of which 490 were complete and 64 partially complete. The 65 -74 age group had generated the highest response rate. It was noted that, overall, there was a high level of confidence in the validity of the data. Cllr McEwen had previously reported that the response rate of 24% was a good return for surveys of this kind; the margin of error was similar to that used to validate public opinion surveys. It is thus felt that the survey provides a reasonable indication of Parish views on the issues covered by it. However, it was also felt that, as with the presentation of all statistics, a degree of caution would need to be exercised in how the data is presented.

Members of the Working Groups had started the process of analysis, but were not dealing with the sections of the questionnaire that they had previously worked on, to ensure impartiality. The next meeting of the Co-ordination group was scheduled for the 26th of January. Commenting on the progress on the initiative, thus far, the Chairman noted that it demonstrated the best of what could be achieved through the commitment and support of the community, for the community.

The Chairman expressed his gratitude to Mrs. Buckley Sander, for taking responsibility for chairing the Co-ordination Group, and thanked all those involved in the survey for their hard work. He wished it recorded that the PC fully endorses the Co-coordinating Group and its work, on behalf of the community.

Looking ahead, Mrs. Buckley Sander advised that the results from the survey would be compiled and printed by the end of February; thereafter a public meeting would be organized to disseminate the information, towards the end of March. Funding for the meeting, and for printing the document, would be provided by the council.

6 To consider the following planning applications.

- 6.1 16/07619** Wayside House Brencley Road Brencley
Single storey rear extension and garage conversion to habitable accommodation
Resolved: - To recommend Approval
- 6.2 16/07777** Glebe House Brencley Road Brencley
Conversion of garage into garden room and external cladding of garage building
Resolved: - To recommend Approval
- 6.3 16/07782** Walters Farm High Street Brencley
Use of detached garage studio accommodation for non-serviced holiday let
Resolved: - To recommend Refusal
We see nothing in this latest application that is a valid reason to change the existing conditions of use.
- 6.4 16/07358** Warren End Petteridge Lane Matfield
Conversion of a building from use for storage of commercial equipment 9 within class B8 of the Town and Country Planning and the keeping of a horse to use as a single dwelling, removal of shipping containers and a mobile home, landscaping and ecological enhancements.
Resolved: - That we respond to the effect that: -
We have no objection in principle to the proposed change of use and design, subject to there being conditions for the removal of the ménage and for the provision and maintenance thereafter of the various ecological features, but unqualified approval cannot be given because of an ambiguity in the D and A Statement, which implies that the premises may yet be economically viable (para 4.22- "The point being that both the current lawful use of the building and an alternative use of the building for business purposes should be considered as a realistic fall-back position, which our client intends to implement should a residential reuse of the building not be acceptable").
- 6.5 16/07816** Lower Broad Oak 1 Broad Oak Brencley
Demolition of conservatory and single storey rear extension
Resolved: - To recommend Approval

7 To receive items for information

- 7.1 Decisions by TWBC**
- 7.11 16/07005** Heatherbrae Maidstone Road Matfield
Loft Conversion with two front dormer windows and one front roof light. Front entrance porch
Recommendation-Approval Decision-Approval
- 7.12 16/07050** 3 Woodbine Cottages Petteridge Lane Matfield
Extension to existing cottage including a two-storey side extension, single storey rear extension and addition of three dormers
Recommendation-Refusal Decision-Approval
- 7.13 16/07040** Burrs Hill Barn House, Horsmonden Road Brencley
Single storey front extension and single storey front/side extension. First floor habitable use. Addition of roof lights on all roof slopes. Installation of flues
Recommendation-Refusal Decision-Approval
- 7.14 16/07019** Littleworth Crook Road Brencley
Proposed side/front extension and loft conversion including dormer with Juliet balcony
Recommendation-Approval Decision-Approval

- 7.15 16/06902** 1 Five Wents Villas Crittenden Road Matfield
Demolition of existing garage and construction of new single garage and outbuilding
Recommendation-Approval Decision-Approval
- 7.16 16/06952** Parkwood Farm Cryals Road Matfield
Removal of condition 2 the development shall be carried out in accordance with plans of 15/507552- Change of approved plans
Recommendation-Approval Decision-Approval
- 7.17 16/06984** Chantlers Windmill Hill Brenchley
Change of use of garage to internal living rooms. Construction of detached double garage with minor alterations to garden ground levels
Recommendation-Refusal Decision-Approval
- 7.18 16/06993** Friars Coach House Maidstone Road Matfield
Detached guest suite
Recommendation-Approval Decision-Refusal
- The proposed guest suite, which would comprise poor design, would not be considered modest in size and would have the potential to be separated in the future to form a separate dwelling which would be located in an unsustainable location outside the Limits to Built Development. The proposed guest suite due to its large size and poor design would not preserve the character and appearance of the Area of Outstanding Natural Beauty. The proposal would be in conflict with The National Planning Policy Framework 2012, The National Planning Practice Guidance 2014, Core Policies 4, 5 and 14 of the Tunbridge Wells Borough Core Strategy 2010, and Policies LBD1, EN25 and H11 of the Local Plan 2006.*
- 7.19 16/07241** East Court The Green Matfield
Single storey rear extension
Recommendation-Approval Decision-Approval

8 Decisions required

8.1 Brenchley Historical Society / Parish Archive

A request for further funding towards the Parish Archive has been made and the PC has agreed in principle to provide some support subject to sight of a budget and strategy, which has been circulated.

Resolved: - To offer a conditional grant of £1000pa over the next three years. This is subject to the condition that this is used not only for helping with the running costs, the organizing and management of the material but significantly that work is undertaken to create the Archive as a separate entity from the Historical Society, maybe by way of becoming a charity. It was felt that whilst the society as a whole is well supported there may be a time when this could change but it is important that the Archive will continue in its own right as an asset to the community. As it now stands there could be a question as to who owns the archive and its contents and by standing alone this could be clarified.

Cllr Mrs. Butler declared an interest as being associated both with the historical society and the Brenchley Hall. Whilst remaining in the room she took no part in the discussion or resolution.

8.2 Jack Verrall Garden Gates

The Clerk is researching various gates similar to those existing, which are an open framed gate with the inner height less than the outer. Whilst a cheaper option would be for a square palisade type gate the existing design was considered preferable. It was also agreed that two quotes were necessary and the Clerk advised he was in the process of obtaining these.

9 Correspondence**9.1 Resident**

A card of thanks for the gift of groceries at Christmas.

9.2 Resident- parking

A call from a local farmer complaining about the parking along Maidstone Road and the danger and congestion it is causing. There have been several collisions due to the restricted road width. The problem has got worse as some of the residents in Marchants seem to have changed to ones with cars and the properties lack off street parking. The Clerk was asked to advise the resident that the PC had already discussed this with a highways engineer and was still looking into the issue.

9.3 Carving for Matfield Pavilion

A proposal has been made for the carving of a plaque to be mounted over the door of Matfield Pavilion to show a line from a poem by Siegfried Sassoon. This was discussed and it was felt that this would be inappropriate as the Pavilion was not a war memorial. It was felt that this offer would be more suitable installed at Brenchley Memorial Hall.

10 Meetings attended and reports by Councillors**10.1 Finance Sub-Committee**

The finance Sub-Committee met prior to this meeting to consider its final recommendation for the precept for 2017-2018. Various budgetary items were discussed including in particular the amount allocated to the Parish Plan. It was agreed that the current system of calculating any over or under-spending on any item could not take into account a new item introduced mid year which did not have a budget and was being spent from contingency funds. This needed future consideration on the methods used. With careful work and fiscal control the PC had underspent on the entire budget of the current year, to some degree because some items were planned to run over more than one year due to the large amount required. The figures allowed for much greater spending on such planned items as the Matfield Pond and the Green and still manage to return some £600 to the contingency fund, which was previously reduced.

Resolved: - To accept the advice of the Finance sub-committee and precept for £73,800.

10.2 KALC Area Committee 23/11/16**10.3 Chairmans meeting 29/11/16****10.4 Meeting with Planning Dept. TWBC**

Details of these last three items had been circulated by the Chairman and were noted.

11 To be advised of urgent Business as may be previously notified.

None

12 Accounts for payment

12.1	M Powell	Salary & Expenses	1120	TFR	£1355.25
12.2	HMRC	Tax & NI	1121	TFR	£373.69
12.3	Commercial Services	2 nd ½ year mowing	1122	TFR	£2564.00
12.4	Colin Coley	Avenue pruning	1123	TFR	£360.00
12.5	Streetlights	Repairs to streetlights	1124	TFR	£246.60
12.6	SE Water	Allotment water	1125	TFR	£71.67
12.7	Eon	Electricity	1126	TFR	£33.77

Item 12.1 included an adjustment to reflect the previous overpayment to the Clerk's office allowance.

Cllrs I McEwen and Mrs Marriott agreed to authorise these.

13 Date of next meeting Tuesday 24th January at 7.30pm in Matfield Pavilion