

**MINUTES OF A MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY 6<sup>th</sup> NOVEMBER  
2017 IN MATFIELD PAVILION AT 7.30pm**

**Present**

Councillors C. Woodley (Chairman) presided, R. Wickham (Vice Chairman), J. Grant, A. de Guingand, K. Sparkhall, D. Batty, Mrs. L. Butler, Mrs. N. Marriott, Mrs. G. Warner, Ms C. Brooks (Clerk)

**In attendance**

TW Borough Councillor A. McDermott, five members of the public

**1. To accept apologies for absence**

None.

**2. To approve Minutes of the last meeting**

The Minutes of the Planning Meeting of 17<sup>th</sup> October 2017 were approved and duly signed by the Chairman.

**3. To record declarations of interest in 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.

Cllr. de Guingand declared an interest in Agenda item 6.3.

**4. To adjourn to allow public participation**

A member of the public raised some issues concerning housing policy including the status of any proposed developments locally, the consideration given by the PC to infrastructure for such developments and the steps taken to consult residents.

These were addressed under Agenda item 6.3.

**5. Chairman's Announcements**

None.

**6. Planning and development**

**6.1 Neighbourhood Development Plan**

Cllr. Mrs. Butler advised that the second of two interviews with prospective consultants to support the NDP had taken place earlier in the evening. The Interim Steering Group would be meeting on Thursday 9<sup>th</sup> November, to discuss the two presentations; a recommendation will be presented to a full meeting of the PC on 16<sup>th</sup> November., at Brenchley Memorial Hall.

**6.2 Review of PC Planning Process**

Cllr. Mrs. Marriott clarified the process for dealing with planning notifications:

- Notifications received by the Clerk would continue to be circulated to the Planning Committee members for that month.
- Cllr. Mrs. Marriott and Cllr. Mrs Warner would divide the applications between them, and circulate their suggested recommendation to the other members of the Committee.
- Committee members would provide Cllr. Mrs. Marriott or Cllr. Mrs. Warner with their views and their recommendations.
- Finalised recommendations would be presented to the next full PC meeting.
- In the event that the timescales do not allow for this, the Clerk would request an extension to the deadline for responding to the planning department.
- If it is not possible to discuss applications at a full PC meeting, the Clerk would submit to TWBC the recommendations of the Planning Committee.
- Any applications deemed contentious would be discussed by the full PC.

### **6.3 Developer Activity in the south of the parish**

Despite not having received written submissions from residents on this issue, nor any information from the proposed developers, Cllr. Woodley reiterated that the PC had proactively written to Savills expressing the desire to engage in any discussions on the proposals. A further letter reiterating the PC's published planning policy position, "Shaping the Future", had received no response from Savills.

The Clerk reported that she had received a call from the office of Greg Clark MP, who had held a surgery the previous week. He had received some comments from residents regarding the approaches by Savills on behalf of Crest Nicholson, and was keen to ensure that any comments attributed by Savills that he supports the development should be referred to him, as he would like to refute this. Members of the public were encouraged to contact him, particularly if they felt the approach had been hostile.

Cllr. Woodley clarified that whilst the Rydon Homes development of twenty houses in Matfield had recently been approved, the Council was not aware of any other active planning applications of that size; any approach to the borough council regarding large-scale developments would therefore be considered speculative.

Cllr. McDermott commented that TWBC are aware of five proposals in the south of the Borough, but that they have made no decision on a new settlement. A feasibility study of such a development is due to be completed at the end of this month.

Cllr. Woodley advised that the PC would be opposed to a large development in the south as it does not comply with any of the Options (apart from no. 5) on which the borough council had consulted; the PC has strong concerns about infrastructure. Cllr. Batty clarified the statutory consultee status of the PC, and that although the PC is opposed in principle to such developments it is unable to predetermine any planning applications.

Cllr. McDermott offered to respond in writing to any queries from residents, and to provide a timeline of the process for the Local Plan. He also advised that, whilst Crest Nicholson had communicated with TWBC, Savills had not, and had not responded to their queries.

**RESOLVED for the Clerk to write to TWBC about developer activity in the south of the parish and to raise concerns specifically about infrastructure.**

## **7. Parliamentary Constituency Boundaries Consultation**

The consultation document has been previously circulated. The revised proposals for new Parliamentary constituency boundaries have now been published. The Boundary Commission will consult on these proposals until 11 December 2017. This will be the last consultation during this review of constituencies, and the last chance to contribute views to the Commission on the best pattern of constituencies to recommend to Parliament when they conclude their review next year, as they are statutorily obliged to do. The Boundary Commission will not be hosting public hearings across the country.

Cllr. Woodley commented that the proposals have changed since the last consultation with a change in the boundaries meaning that the parish would move into the parliamentary constituency of Mid Kent and Ticehurst. It was felt that West Kent should be in the title.

**RESOLVED for the Clerk to respond to this consultation advising no strong objections, but recommending that the name of the constituency should be reviewed.**

## **8. Website**

Webmaster Ian McEwen provided a report on the options for a new community website. A small group consisting of the Webmaster, Cllr. Mrs. Butler and the Clerk had been considering the options, and an advertisement for new designs was circulated via the website, BandMNews, and Roundabout.

**RESOLVED for the Webmaster, the Clerk and Cllr. Mrs. Butler to be tasked with meeting the proposed new website developers, and submitting a recommendation to the Council, in due course.**

## 9. Christmas Lights

Cllr. Woodley advised that there had been an error in budgeting for Christmas lights. The figure should not have been reduced from the amount budgeted last year. Furthermore, the donations received totalling £400.00 should have been ringfenced for this year.

Cllr. Mrs. Marriott proposed that a Christmas Tree be sited outside Matfield Pavilion, with lights only, as this had been well received last year.

**RESOLVED to increase the budget for Christmas Lights to £1,500.00, to reinstate the £400,00 in donations, and to allocate £50.00 for a Christmas Tree, to be sited outside Matfield Pavilion.**

## 10. To receive items for information

### 10.1 Decisions by TWBC

Highwood, Cryals Road, Matfield, Tonbridge, Kent, TN12 7LN	Insert a field gate on north boundary of property accessing Sophurst Lane  <b>PC recommendation: Approve</b> <b>TWBC: Granted</b>
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## 11. Clerk's Report

### 11.1 Minor Works

11.1.2 The Clerk advised that the JVMG gates have been installed.

11.1.3 A letter has been received from Royal Mail, stating that there has been an application to remove the current box. The Clerk has responded to remind Royal Mail that a new site has been offered to them, and that their agreement is awaited.

11.1.4 The water test on the pond has been carried out; a written report is awaited, in order to discuss with John Miles whether he is willing to take the silt.

### 11.2 Correspondence

A letter, previously circulated, has been received from Greg Clark MP, regarding his views about potential development in the south of the parish.

### 11.3 Bequest of Land at Seaton

Formal notification of the probate has been passed to Buss Murton; they have quoted £735.00 plus VAT and disbursements, to act for the PC in this matter. The Clerk is progressing this with Buss Murton who have advised that a valuation of £200k-£500k can be assumed for the purpose of the Land Registry fee, this has no bearing on any future valuation of the site.

### 11.4 Accounts payable

#### Account notified in September but not yet paid

1214	Playdale	Playground Repairs	£90.38
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#### Accounts payable for October

1227	Minster	Pavilion Cleaning yearly contract	£1305.65
1228	CPRE	Annual Membership	£36.00
1229	Streetlights	2 <sup>nd</sup> half yearly maintenance contract	£250.56
1230	David Izzard	JVMG October	£50.00
1231	Eon	Electricity for Street lighting	£113.26
1232	C Brooks	October Salary and Expenses	£1659.44

1233	HMRC	Tax and NI	£545.47
1234	Buss Murton	On Account re Seaton	£100.00
1235	BT	Phone and Broadband	£226.77
DD	Smart Pension	Pension October	£123.26

**RESOLVED: payment of these accounts be approved; they would be authorised by Cllr. Grant and Cllr. Mrs. Butler who were now signatories to the Bank Account.**

**12. Meetings attended and reports by Councillors**

Cllr. Woodley attended the NALC annual conference where KALC won a Star Award, for its project to provide defibrillators to parish and town councils. Information from the conference would be circulated to councillors.

**13. To be advised or urgent Business as may be previously notified**

None.

**14. Date of next meeting**

**Finance Committee Meeting Monday 13<sup>th</sup> November at Matfield Pavilion 7.30pm**

**Full Council Meeting Thursday 16<sup>th</sup> November 2017 at Brenchley Memorial Hall 7.30pm**

**Full Council Meeting Monday 4<sup>th</sup> December 2017 at Matfield Pavilion 7.30pm**