

**MINUTES OF A MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY 2nd
JULY 2018 IN MATFIELD PAVILION AT 7.30pm**

Present:

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

In attendance:

Borough Cllr. A McDermott, 11 members of the public.

1 To accept apologies for absence

Ms C. Brooks (Clerk) due to illness.

In the absence the Clerk Cllr. A. de Guingand was approved as a temporary Clerk.

2 To approve the Minutes of the last meeting

Minutes of the meeting of 4th June were approved as an accurate record and duly signed by the Chairman.

3 To record declarations of interest of any item on the Agenda

Cllr. Batty declared an interest in the agenda item regarding the Policy and Management Group recommendation pertaining to the CIC proposals for the School.

4 To adjourn to allow public participation.

At the Chairman's discretion, 15 minutes will be set aside for questions from members of the public each one of whom may speak for a maximum of 3 minutes in total relating to items on the Agenda or about issues of local concern. Members of the public are not permitted to participate in the meeting after this agenda item without prior invitation from the Chairman.

Neighbours adjacent to Tibbs Court (planning application 18/01387) spoke strongly in support of the development.

Enid Wells said that the new location of the post box was a hazard to residents of Webb's Orchard. The Chairman replied that Royal Mail had admitted to the error of placement but would not be prepared to move it.

Richard Beale congratulated Cllr. J Grant and the Clerk for the work they had done on the War Memorials.

5 To receive an update from Kent Police

Cllr. Mrs G. Warner welcomed Sgt. Ross Shearing and PCSO Nick Brown to the meeting and complimented them on their work.

Sgt. Shearing reported that Kent Police were taking on 200 new police officers and 100 new civilian staff and that PCSO Brown had recently moved back into the area after a bout of ill health. Issues discussed included security, speeding, a visible police presence in the parish and modern slavery.

The Chairman thanked them and would welcome a quarterly update.

6 Chairman's announcements

There were no announcements.

7 Scout Hut

The meeting considered the new booking forms and Terms and Conditions. These were considered suitable but Cllr. Sparkhall said that provision needs to be made for longer-term lets by way of lease. Cllr. Mrs. L. Butler asked whether they had a suitable Premises Licence.

The meeting also considered the location of the skip whilst works were being undertaken on the Scout hut. It was felt that the proposed location in the adjacent car park was far from ideal and that (subject to available access) it should be adjacent to the hut.

It was noted that the Scouts would consider projects suitable for S. 106 funding.

These issues would be raised with the Scouts by the Clerk and Cllr. Sparkhall.

8 To receive recommendations from the Policy and Management Group

8.1 The Terms of Reference for the Policy and Management Group which had been circulated were approved.

8.2 The Position Statement regarding the CIC, which had been circulated, was approved. It was agreed that it should be accompanied by the Shaping the Future paper.

Resolved that the Position Statement be placed in the public domain. Copies would be sent to the CIC and the school Governors; to BandMNews and to the website; and that a notice would be placed on the parish notice-boards advising its availability on the website and from the Clerk.

9 Planning and Development

9.1 Neighbourhood Development Plan – to receive report and recommendation of the Steering Group

Cllr. Sparkhall's report from the Neighbourhood Plan Steering Group (NPSG) entitled "Progress Report and Proposal for Further Work, July 2018" had been previously circulated.

Resolved To accept the recommendations that the project should continue. The NPSG will provide a revised budget once further work had been scheduled with the consultants. Approval of the revised budget would be by e-mail, as it was likely they would not meet again until September 3.

9.2 To consider the following Planning applications

<p>18/01387 Tibbs Court Farm Tibbs Court Lane Brenchley TN12 7AH</p>	<p>Redevelopment of existing storage buildings to provide 9 dwellings, and conversion of two other buildings to provide offices.</p> <p>RESOLVED TO RECOMMEND: Refusal</p> <p>The meeting felt that the right mix of housing on this brown field site would be an improvement to the present tall metal clad buildings but would like to refuse the current submitted plans for the following reasons:</p> <p>(1) Tibbs Court does nothing to address the perceived need for smaller houses in the parish. The right housing mix is</p>
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	<p>required, including units for older and younger buyers who wish to stay in the parish</p> <p>(2) The NDPF supports sustainable economic development and yet consultee comments on this application reflect reservations. Highways raise further queries about visibility splays and parking issues</p> <p>(3) The Landscape and Diversity Officer commented that the proposed development is “ a poorly executed pastiche at best or a poorly disguised scheme of executive homes at worst”</p> <p>(4) The meeting questions the amount of orchard AONB land going into this new development and wonder if just the brownfield site footprint could be considered for development although it is noted that the overall volume mass of building would be reduced</p> <p>(5) The meeting noted that there are neighbour comments for and against this proposed development.</p>
18/01521 Bosbury, Matfield	<p>Removal of existing conservatory and construction of single-storey rear extension.</p> <p>RESOLVED TO RECOMMEND: Approve</p>
18/01614 Land between Long Leas and Pear Tree Cottage, Maidstone Road, Matfield	<p>Variation of Condition 2 (Approved Drawings) of Planning Consent 17/01142.</p> <p>RESOLVED TO RECOMMEND: Refuse</p>
18/01381 Pippins, Gedges Hill, Matfield TN12 7DU	<p>Restoration and conversion of historic garden buildings to create 1no. dwelling and subterranean extension to vine house.</p> <p>RESOLVED TO RECOMMEND: Approve</p>
18/01757 10 Church Close, Brenchley TN12 7AA	<p>Removal of existing conservatory structure and construction of new kitchen, dining and family room extension with gym below with related alterations to the existing house.</p> <p>RESOLVED TO RECOMMEND: Approve</p>
18/01880 Heath Cottage, Brenchley Road Brenchley TN12 7PB	<p>Variations of Condition 2 (18/00200)</p> <p>RESOLVED TO RECOMMEND: Approve</p>

10 To receive items for information

10.1 Decisions by TWBC

18/00686 Mill Farm , Cryals Road, Brenchley, Tonbridge, TN12 7AW	<p>Installation of a permeable track (Retrospective)</p> <p>PC Recommendation: Neutral</p> <p>TWBC Decision: Granted</p>
18/01083 Woodlands Farm , Short Lane, Brenchley, Tonbridge, TN12 7BA	<p>Rear extension and changing of existing rear extension flat roof to a pitched roof</p> <p>PC Recommendation: Approve</p> <p>TWBC Decision: Granted</p>
18/01300 Puxted Orchard, Brenchley Road,	<p>Application for an agricultural building to store machinery, equipment, apple bins and for the cold storage of</p>

Brenchley, Tonbridge, Kent,	apples, with associated hardstanding and upgrading of the existing access track PC Recommendation: Refuse TWBC Decision: Granted with conditions
18/01273 Southfield Farm, Tibbs Court Lane, Matfield, Tonbridge, Kent, TN12 7ND	Provision of a 25m x 45m sand school and erection of boundary fencing PC Recommendation: Approve TWBC Decision: Granted

11. Items for Decision

- a. Flags – Cllr J Grant would provide flags to mark Merchant Navy Day (September 3), and St. George’s Day. He would also provide a replacement Union Flag.
- b. Poster boards – Need to review whether to upgrade and change locations; this is to be added to the list of outstanding works. Clerk has contacted TWBC to seek advice on whether the siting of the boards requires planning permission.
- c. Review of outstanding work on the Council’s assets. – Members did not wish for another Committee. The Clerk would contact councillors regarding specific issues.

12 Clerks report

12.1 Correspondence

A letter of thanks has been received from the Samaritans for the donation provided by the Council.

Regarding the land fronting Cherry Trees – David Goodridge, a resident, has suggested that further action be taken to **secure** it for public use, including writing to the agents marketing the property, and request that County Councillor Mrs. Hamilton raise the matter with Kent Highways.

Resolved That advice be sought from a solicitor regarding the protection of unregistered land for public use. This expenditure is approved in accordance with Parish Council powers under sections 137 and 139 of the Local Government Act 1972 it being the opinion of the Council that it is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

Warren Wright, a resident, has generously offered to donate works to the parish, to the value of up to £4,000

Resolved That the donation be accepted, and that the Clerk would inform Mr. Wright what works are required.

Lady Akenhead’s request that the football field at Cinderhill be promoted as a protected green space, and Cinderhill should be referred to as a “Community Woodland” were noted.

Allotments - James Beach, one of the plot-holders acting on behalf of the newly-formed association, has requested up to £500.00 for new gate-posts and fencing and will be arranging the work in conjunction with the Clerk.

Resolved That up to £500.00 be allocated to the allotments.

It was noted that the formal response to TWBC's consultation on Green Spaces had been submitted, to comply with the closing date, which was June 29. Thanks were given to Cllr. Mrs. L. Butler for her work on this submission.

12.2 Minor works

The list of minor works was noted as was the spend of £220 (ex. VAT) on Knotweed removal

Porters Wood: Resolved That the quote of £1,160 from KHWP be approved.

12.3 List of accounts for payment

1320	C Brooks	Part Salary June 2018	£804.60
1321	HMRC	Tax and NI June 2018	£653.40
1322	MVH	APM room hire	£48.00
1323	WaterChoice	Allotment Water Nov 17-May 18	£24.79
1324	EDF	Electricity Matfield Pavilion May 18	£58.66
1325	TWBC	Lease of Cinderhill	£10.00
1326	CA Forward	Post, Matfield Green	£43.20
1327	NALC	Annual Conference C. Woodley	£234.00
1328	Douglas Knight	Repair to Doors, Matfield Pavilion	£315.00
1329	Feria	NDP Services, Interim Report, Expenses	£7328.09
1330	Feria	NDP Printing	£1817.85
1331	Streetlights	Maintenance 2018-19 and repairs	£375.37
DD	Smart Pension	Pension June 2018	£189.81
SO	C Brooks	Part Salary June 2018	£1000.00
DD	Grenke	Photocopier lease Jul-Sept	£122.40

VAT - £7961.84 has been received from HMRC for VAT reclaimed in the last financial year.

The list circulated was approved with the addition of £50.00 for David Izzard (gardening) and £142.80 for RBS (accounting system).

The accounts would be authorized by Cllrs. Sparkhall and Mrs. Warner, and the Clerk would provide copies of the invoices having directed the Council that scrutiny of these was required to comply with Financial Regulations.

13 Meetings attended

It was noted that Lady Akenhead had a satisfactory meeting with Ian Johnstone (KHWP), regarding the gates at Cinderhill.

The Chairman reported on the Northeast Quadrant Councils meeting with TWBC, of which a note had been circulated. It had been a fruitful meeting and it was agreed that the Chairman should continue liaising with the other Councils, via e-mail.

14 To be advised or urgent Business as may be previously notified

There was none.

15 Date of next meeting

Provisional Planning Meeting Tuesday 17th July 7.30pm Matfield Pavilion

Full Council Meeting Monday 3rd September 2018, 7.30pm Matfield Pavilion