

**MINUTES OF THE FULL ANNUAL PARISH COUNCIL MEETING ON TUESDAY 4th
MAY 2010 IN MATFIELD VILLAGE HALL**

Present

Chairman M Mackenzie presided, Vice Chairman J Barsley Cllrs R Dafter, B Stanley, C Woodley, R Carter, I McEwen, P Randall, Mrs C Cornford and Clerk M Powell. Borough Cllr Mrs M Callow and two members of the public.

Apologies for absence

None

Declaration of Interests

Members were reminded that if a member has a ***prejudicial*** interest in an agenda item, this should be declared at the start of the meeting.

Personal interests may be declared at this point or, alternatively, can 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 are advised to contact the Monitoring Officer before the meeting or declare the interest anyway.

Election of Officers

The Chairman and Vice Chairman both resigned their office. Cllr Woodley proposed Mike Mackenzie be re-elected as Chairman and Cllr Randall seconded it. The voting was unanimously in favour. Cllr Barsley advised that he had decided he no longer wished to be considered for Vice Chairman. Cllr Stanley proposed Cllr Randall for the office and Cllr Carter seconded the proposal. The voting was unanimously in favour.

The following list of responsibilities was discussed and agreed as follows.

- Planning Cllr P Randall with up to three other Councillors in rotation.
- Finance Cllr M Mackenzie to Chair
Cllrs J Barsley, B Stanley and R Carter
- Matfield Pavilion Cllr Mrs C Cornford
Cllr R Dafter
- Brenchley Charity Cllr B Stanley
- Matfield Village Hall Cllr J Barsley
- Police representative Cllr M Mackenzie
Cllr R Dafter
- Roundabout Correspondent. Cllr B Stanley
Cllr C Cornford
- Cinderhill Wood Cllr R Dafter
Cllr C Woodley
- Tree Warden Cllr P Randall
- Advertising & Publicity Cllr B Stanley
- Website Cllr I McEwen

- Brenchley Memorial Hall Cllr R Carter
- Policy Issues Cllr C Woodley
 Cllr I McEwen
- KALC Cllr P Randall
 Cllrs B Stanley and C Cornford would deputise
- Rights of Way
 and Country Matters Cllr C Woodley
 Cllr I McEwen
- Nurses Cottage Cllr B Stanley

Confirm Minutes of the full meeting on 6th April

The minutes were duly confirmed as accurate and signed by the Chairman.

Public Question Time

None, but one member of the public present, Mr McDermott, who was standing for Borough Councillor, advised he was attending the meeting for interest and if elected would attend every meeting he could.

Planning Applications.

10/0780/House/SEP 1 Fir Tree Cottage Green Lane Brenchley
Addition of two dormer windows to front elevation
Recommendation-Approval

10/01108/FUL/TA1 Corsica Nursery Brenchley Road Matfield
Demolish existing dwelling and outbuildings and erected two detached dwellings
Recommendation-Refusal
The Chairman and Cllr Stanley both declared an interest, as they knew the applicant and although they both remained in the room did not take part in the conversation and did not vote on the recommendation.

10/01234/CEU/KB2 Oast Meadow Horsmonden Road Brenchley
Lawful development certificate Existing development residential dwelling subject to an agricultural condition.
Recommendation-Approval

Decisions taken by TWBC

10/00446/LBC/SJM Portebello Holly Bank Brenchley
Amendment of approved 09/02819/LBC to raise level of garden room and use Sarnafil roof covering on flat roof above cloakroom only.
Recommendation-Approval Decision-Approval

10/00569/OUT/CLC Pippins Furnace Lane Brenchley
Outline Replacement dwelling
Recommendation-Neutral Decision-Approval

Decisions by KCC

TW/10/747 Brenchley and Matfield School
Erection of telescopic pool enclosure over an existing outdoor swimming pool
Recommendation-No comments Decision -Approval

Appeals**09/00737/FUL/SEP**

Glenbrook Foxhole Lane Matfield

Retrospective- Retaining structure incorporating semi-underground garden room-store with garden over

Appeal allowed**Other Meetings Attended****Matfield Pavilion**

Cllr Mrs Cornford and Cllr Dafter attended a meeting on Wednesday 7 April 2010 in the pavilion also attended by Simon Knott of Matfield Cricket Club. The following are the minutes of that meeting which was presented to the PC.

Mrs Cornford explained to Mr Knott that the repair of the broken posts and chains were in hand and would shortly be repaired by Forwards. Positions of the stopcocks were inspected so that everyone was aware that facing the pavilion, Alan Lee's is on the RH side and the pavilion's is on the LH side. Mr Knott was very pleased with the new security light.

Mr Knott has arranged to tidy the area behind the pavilion when the weather is dry, apply weed killer, level and having taken advice from J.Miles, lay woodchip and roll. Also to plant shrubs round the sides. He understands this must not become a permanent car park, only for use by the CC. The inside of the pavilion was reasonably tidy, but they had arranged a general 'spring clean' the weekend of the 10/11 April.

Two items require repair, a piece of downpipe at the rear has been broken off and a pane of glass in the door is cracked. Eric Barham has been instructed to deal with these and replace the pane of glass with strengthened glass. The clock has stopped and Simon will replace the battery.

Mr Knott made further comments about the geese/dogs fouling the cricket square, but agreed there is little that can be done to prevent this other than if he sees anyone to reprimand them.

Discussions took place regarding the untidy verge (as discussed at the PC meeting), but apart from completely roping the area off, little can be done to prevent parking there.

The Club has agreed to allow 2/3 guest charity matches this season and will advise details to the PC.

There is a damp floor area in the corner of the kitchen under the basin. The floorboards and skirting board are rotten. Eric Barham will inspect. To repair, the cupboard will have to be pulled out and the boards and skirting in that area replaced and made good. The Club have agreed Mr Barham will carry out the repairs and invoice the Club.

A further meeting will be arranged with all parties in the autumn 2010.

Report of the Finance Sub-Committee

The Finance sub committee reported on the finance meeting, which preceded this PC meeting. The accounts for the year together with the annual submission to the Audit Commission were presented. No cause for concern was reported and that most items were close to budget. The PC discussed the figures and the return and resolved to agree them and for the return to be submitted.

Matters Arising **Matfield Green**

The Clerk had been asked to explore the cost of repairing the verge at the rear of Matfield Green. JP Miles and Co quoted £825 to apply topsoil, power harrow the area and seed. They will also loan metal stakes and tape to exclude cars during the growing season. Greenacres quote £875 to level the area with soil, then to scarify and top dress with more soil before seeding. This will cost another £825. It was discussed and thought that this would only offer a temporary solution and agreed that Cllr Randall would take advice on methods of obtaining a longer lasting repair.

Local Development Framework

Cllr Woodley reported his findings regarding proposals for the LDF, the core strategy of which is due to be adopted in June. His report is included as follows: -

BRENCHLEY PARISH COUNCIL
Meeting of 4th May, 2010

TWBC: LOCAL DEVELOPMENT FRAMEWORK (LDF)
Issues from LDF News, Issue 2, March 2010

Core Strategy

The Core Strategy is due to be adopted at a Cabinet meeting on 10th June 2010. This will lead to the following Planning Policies being superseded: EN26; EN27; H3; and part of ED(c).

- *It is recommended that the PC seeks clarification of how the loss of these Policies will impact of the assessment of planning applications.*

Engagement activities

TWBC has indicated that there will be a number of activities where stakeholders – such as the Parish Council – can engage with the preparation of key documents that make up the LDF. These include formal consultations, exhibitions and workshop events.

- *It is recommended that where the PC decides to participate in engagement activities a written report is presented to the Council meeting in public. Such reports would become part of the council's records.*
 - *Where the council decides to make a formal response to a consultation that response should be formally approved by the Council meeting in public, prior to being submitted.*
- *Forthcoming activities include the following:*
 - *Town Centres Area Action Plan and Allocation DPDs* – formal consultation May to July 2010. There will also be a series of exhibitions;*
 - *Development Control Policies DPD – a series of workshops during the summer. There will be a formal consultation later in the year;*
 - *Draft Transport Strategy – consultation commencing in May 2010; and*
 - *Green Infrastructure – formal consultation linked to the Allocations DPDs (noted above).*

Local view and Local Plan maps

This interactive service is a major addition to the resources available to the PC, to support its responses to planning applications. However, it appears that the map used to create the database might have incorrect information about properties in the parish.

- *The PC should seek information on how and when the database will be updated.*

***Development Plan Documents**

The PC agreed with the report and its recommendations and thanked Cllr Woodley for his work in creating it. Regarding the Core Strategy the Clerk was asked to invite a member of the planning department to attend a meeting with a view to explaining its likely consequences. Regarding the local plan maps Cllr Woodley agreed to circulate the web site details.

Correspondence**Resident**

A copy of a letter sent to TWBC planning objecting to the proposed development of two houses at Corsica Nursery had been received. Cllr Barsley expressed concern that the letter should have accompanied the plans when being considered but Cllr Randall advised that he had looked at the Planning search web site and there were numerous letters from residents.

KCC

An invitation to attend a Community Climate Change Conference on Saturday 5th of June in Singleton (Ashford) between 9.30am and 4pm had been received. The Clerk was asked to circulate this to Cllrs Barsley and Mrs Cornford.

Accounts for Payment

KALC	Annual Subscription	£945.63
Cliff Hughes	Maintenance to Jack Verral Garden	£170.00
C A Forward and Son	Repairs to posts around green	£94.00
BT	Telephone	£145.14

Monies Received

TWBC	First ½ year precept	£27500.00
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Other Matters as maybe previously notified**Village of the Year**

Cllr Mrs Cornford reported that Matfield was going to enter "Village of the Year" competition, organised by Lynne Butler. Also that an attempt was being made to get KCC Highways to organise signs at either end of the village to have signs directing passers by to the amenities within the village. These signs could also advertise the parish web site.

Footpaths

Several problems with local footpaths had been reported. It was agreed that following some exploratory work Cllr Woodley and Barsley would report back to the PC on the subject.

Cinderhill Wood

It was generally agreed that Cinderhill Wood was an amenity to be enjoyed by all but lacked a litterbin to help the area. The Clerk was asked to contact TWBC to ask if such a bin could be provided and maintained.

Affordable Housing

It had been suggested to TCHA that the new affordable housing in Matfield should be named Jack Wish Court, which seemed acceptable to TWBC. Cllrs were asked to consider names for any future development in Brenchley.

War Memorial

It was discussed that the production of a leaflet/brochure on the restoration of Brenchley War Memorial and information about the people named on it would be helped by the

involvement of other parts of the community such as the school or local history society, Cllrs Dafter, Stanley, Mackenzie and Mrs Cornford agreed to become involved and help to organise this.

Computer

The Chairman declared a pecuniary interest and in the interests of impartiality left the room. Vice Chairman Randall took the chair. The Clerk reported his personal computer is troublesome and is nearing the end of its life being some 10 years old. It is now being used for council business almost entirely and has done so for nearly the last 4 years. It needs replacing and when it is changed it may be necessary to buy a new printer compatible with modern software and some other programmes. The Clerk has taken some professional advice from a computer specialist from TMS Ltd and judges the advice as the best that has been received. As a reference they have just received a similar contract from Paddock Wood Town Council. They appear to offer good value for money by getting the job done quickly and as required. Their services will be required in the switching of computers. The PC discussed the issue and agreed to allow an expenditure of up to £1000 to replace this computer, which should include any printer required and any consultancy.

Date of next meeting

The next meeting will be a planning meeting on Tuesday 18th May in Matfield Village Hall at 7.30 pm.