



BRENCHLEY AND MATFIELD PARISH COUNCIL  
Matfield Pavilion, The Green, Matfield, Kent, TN12 7JU  
Tel: 01892 723586 www.brenchleyandmatfield.co.uk

5<sup>th</sup> January 2022

I hereby give you notice that a meeting of Brenchley and Matfield Parish Council will be held at **7.30pm on Monday 10<sup>th</sup> January 2022 at Brenchley Memorial Hall**

All Members of the Council are summoned to attend the meeting to consider and make resolutions upon the business shown.

Due to social distancing measures at this venue if members of the public wish to attend please advise the Clerk in advance, please wear a mask.

Chantal Brooks  
Clerk to the Parish Council

#### AGENDA

1. To accept apologies for absence
2. To approve the Minutes of the last meeting
3. To record declarations of interest in any item on the Agenda
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.
5. Borough and County Councillors – to receive information
6. Planning
  1. Planning Applications

Application	Details
21/03817 Tibbs Court Farm, Tibbs Court Lane, Brenchley, Tonbridge, Kent, TN12 7AH	Variation of Condition 2 (Approved Plans) of 20/00330/FULL (Part Retrospective) - The approved surface water strategy has been altered to no longer connect into the highway drain, but instead to a nearby watercourse. This amended strategy has been agreed with the LLFA. Substitution of approved Engineering Layout (Drawing: AC17267-CIV-0001 Rev.M) with Engineering Layout (Drawing: AC17267-CIV-0001 Rev.N) and approval of additional plan: Engineering Layout Offsite Surface Water Drainage (Drawing: AC17267-CIV112 Rev.C2)
21/04044 Pond House, Cuckoo Lane, Brenchley, Tonbridge, Kent, TN12 7HX	Partial conversion of detached double garage to provide home office, gym and garden store.

21/04006 OS Plot 2912 Maidstone Road Matfield Tonbridge Kent	Variation of Condition 1 (Approved Plans) of 20/03306/REM - Plot substitutions of housetypes (Amendment of approved drawing numbers to reflect the plot substitutions of housetypes)
21/04073 Moatlands Manor Watermans Lane Paddock Wood Tonbridge Kent TN12 6ND	Demolition of three dwellings and erection of three replacement homes; Including the demolition and replacement of an existing domestic garage
21/04085 Gedges Farm Crittenden Road Matfield Tonbridge TN12 7EJ	Variation of Condition 2 (Approved Plans) of 19/01948/FULL - Replace approved drawing 16023-PL 21G with revised drawing PL03A, approved drawing 16023-PL 22D with revised drawing PL04A and approved drawing 16023-PL 25 with drawing PL01.

**2. Planning Recommendations submitted in December 2021 - for information**

**3. Planning Spreadsheet review of 2021 – for information**

**7. Policy and Management**

**1. Disciplinary Policy – to consider draft**

**2. Privacy Notice – to consider draft**

**3. Toilet Management Contract - to discuss**

**4. Closure of St Luke’s Churchyard - to discuss**

**8. Tree work and Ground work**

**1. Work highlighted in the parish tree survey – to review**

**2. Health and Safety tree work at Porters Wood – to discuss**

**3. Work on the trees at the allotments – to approve**

**4. Quotes for clearing the area of land behind Matfield Toilets – to approve**

**9. Transport & Highways**

**1. Highways Improvement Plan – new template for approval**

**2. Litter signs - update**

**10. Finance & Administration**

**1. Confirmation of Budget, Precept and Tax Base for 2022-23 – to approve**

**2. Interim Internal Audit report - to receive**

**3. Accounts payable**

**11. Assets of Community Value**

**1. Update on the ACV applications to TWBC**

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

**13. To be advised of urgent business as may be previously notified**

**14. Date of next meeting:**

**Provisional Full Council Meeting 25<sup>th</sup> January 2022, 7.30pm venue tbc**