

**MINUTES OF A MEETING OF BRENCHLEY AND MATFIELD PARISH COUNCIL ON MONDAY 1<sup>st</sup> APRIL 2019 AT MATFIELD PAVILION AT 7.30pm**

**Present:** Councillors C. Woodley (Chairman) presided, R. Wickham (Vice Chairman), Mrs. L. Butler, Mrs. G. Warner, K. Sparkhall, G. Stevenson, A. De Guingand, Ms. C. Brooks (Clerk).

**In attendance:**

Borough Councillor Alan McDermott, 2 members of the public

**1. To accept apologies for absence**

None.

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

The Minutes of the Meeting of 4<sup>th</sup> March 2019 were approved as an accurate record and were duly signed by the Chairman.

**3. To record declarations of interest in any item on the Agenda**

Cllr de Guingand declared an interest in item 8 and left the room when it was discussed.

**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.**

Richard Beale asked for an update on the yellow hashed box at Kippings Cross, Cllr Woodley responded that this was indeed promised for March this year and would be taken up with Greg Clark MP at his meeting with the Parish Council on Friday 5<sup>th</sup> April

Mr Beale enquired whether any Councillors have been authorised by the Council to approach any members of the Tenax Trust Board. The Clerk responded that all formal communication between the Council and the Tenax Trust are from the Clerk.

Cllr. Mrs. Butler asked Mr Beale whether the Brenchley 21 Ltd. proposals for the development of a new school still include an anaerobic digester. Mr Beale responded that there is still movement in the overall concept but that it is unlikely that an anaerobic digester will be included, see item 9 below.

Amanda Wells raised the issue of a Climate Change declaration by the PC; this would be dealt with under Correspondence, below.

**5. Chairman's Announcements**

None

**6. Borough and County Councillor**

TWBC

Cllr McDermott advised that the Draft Local Plan will be discussed in a Cabinet Advisory Board in May, and by Cabinet in June, with the consultation envisaged for August and September.

In response to a query from the Clerk, Cllr. McDermott advised that the recycling banks will be removed in October/September when the kerbside glass collection commences.

KCC

Cllr. Mrs. Hamilton had circulated information on the template and process for the submission of a Highways Improvement Plan.

**7. Council Priorities**

Brenchley Playground

The two quotes for fencing the eastern and southern boundaries of the recreation ground were discussed.

**RESOLVED to accept the quote from FLR Fencing to install stock proof fencing at the Recreation Ground.**

### Matfield Green

Cllr. Woodley commented on concerns about irresponsible owners not picking up after their dogs using Matfield Green in particular. It was agreed that, in order to create a climate of responsibility and emphasise that the Green is used by families and children, Cllr. de Guingand and Cllr. Stevenson would draft a notice to be published on noticeboards, Facebook, the Website and in Roundabout.

### Asset Register

Cllr. Stevenson advised that the Asset Register is almost complete, including original costs and insurance replacement values where appropriate, and that all titles are registered with the Land Registry. There is also a pictorial record of all assets.

### Porters Wood

Cllr. Mrs. Warner raised the issue of the missing fence on the boundary, which requires reinstating to avoid encroachment by the adjacent property-owner.

### Traffic

Cllr. Wickham advised that there is a meeting of the Traffic Initiative Group on 30<sup>th</sup> April. Cllr. Woodley commented that the Highways Improvement Plan needs as much evidence as possible in order to be effective, so residents must be encouraged to log these incidents on the Understanding Road Safety Facebook page.

Cllr. Grant suggested that a Speedwatch should be set on Maidstone Road and Brenchley High Street so as to record accurate data. Cllr. Woodley agreed that Ian Clear will be approached to instigate this.

## **8. Unregistered Land – to consider actions to preserve for public use**

Cllr. de Guingand left the meeting and did not participate in the discussion.

Cllr. Stevenson advised that Kent County Council had confirmed that they have highways rights over the land between the Wheelwrights Arms and the verge on Maidstone Road and that therefore no registration by another party could be established. No further action was therefore agreed relating to the Wheelwright Arms.

Cllr. Stevenson outlined the options for protecting the area in front of Cherrytrees, it was agreed that an easement, which implies that there is a landowner, would not be appropriate as the land is unregistered.

**RESOLVED for Cllr. Stevenson to obtain one hour of legal advice concerning the completion of documents to register a claim for ownership of the frontage of Cherrytrees. This includes the area currently fenced in by the owner and the 2 parking bays.**

## **9. Brenchley 21 Ltd**

Cllr. Mrs. Butler raised the issue of an anaerobic digester directly with Richard Beale under Agenda item 4 above.

## **10. Planning and Development**

### **10.1 Neighbourhood Development Plan**

The latest NDP Steering Group Report had been circulated. In response to a query raised by Cllr. Woodley, Cllr. McDermott (TWBC) advised that currently the Borough do not have a five-year supply of land for housing, but this was by a very minimal margin. Cllr. Mrs. Warner pressed Cllr. McDermott to ensure that this was rectified as the date of the 1<sup>st</sup> April should not be missed for another year. Cllr. Woodley reported that he had written to the Head of Planning, on several matters, including whether TWBC was compliant on the supply of land for housing.

### **10.2 Planning consultant**

A brief, outlining requirements for quotations for the engagement of planning consultants to provide guidance on the New Local Plan as it affects the Parish, was discussed and agreed. The Clerk would send this to the following consultants:

Savills, Kings Hill office  
Batchellor Monkhouse in Tunbridge Wells.  
Bloomfields, Paddock Wood  
Fuller Long, Maidstone  
ASP, Crowborough  
Astill, Tunbridge Wells

### 10.3 Further response to Fernham Homes

A draft response, following consideration by the NDP Steering Group of the public consultation responses and other engagement with DHA planning, was agreed, to be sent by the Clerk to Alex Bones.

### 10.4 To consider the following Planning Application

<p>18/03703 Brick Kiln Piggeries, Chantlers Hill, Paddock Wood, Tonbridge, TN12 6LY</p>	<p>Demolition of existing commercial buildings and residential development comprising 8 no. dwellings.</p> <p><b>RESOLVED TO RECOMMEND REFUSAL</b> <b>The Parish Council submitted comments recommending refusal on 5th February 2019. Please also refer to comments recommending refusal by Paddock Wood Town Council submitted on 11th February 2019 and to comments submitted by CPRE on 14th March 2019.</b></p>
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### 10.5 Decisions by TWBC

<p>18/03732/OUT Pine Cottage, Maidstone Road, Matfield, Tonbridge, Kent, TN12 7LQ</p>	<p>Outline (All Matters Reserved) - Erection of 1 no. dwelling. <b>PC RECOMMENDATION: Refuse</b> <b>TWBC DECISION: Refused</b></p>
<p>18/03512 Parsonage Farm, Brenchley Road, Brenchley, Tonbridge, Kent, TN12 7PA</p>	<p>Change of use from a rural building to a dwelling and erection of ancillary stable block <b>PC RECOMMENDATION: Approve</b> <b>TWBC DECISION: Granted</b></p>
<p>18/03610 Little Crossletts, Crook Road, Brenchley, Tonbridge, TN12 7BU</p>	<p>Part two-storey and part single-storey extensions to side and rear, including demolition of two-storey extensions to rear and single-storey extension to side <b>PC RECOMMENDATION: Approve</b> <b>TWBC DECISION: Granted</b></p>
<p>18/03999 Broadview, Pixot Hill, Brenchley, Tonbridge, Kent, TN12 7BD</p>	<p>Erection of a dwelling, associated hard and soft landscaping and cycle storage <b>PC RECOMMENDATION: Approve</b> <b>TWBC DECISION: Granted</b></p>
<p>18/03815 Kingsmead, Broad Oak, Brenchley, Tonbridge, Kent, TN12 7NN</p>	<p>Erection of single-storey front extension, addition of roof to garage, plus landscaping and associated works <b>PC RECOMMENDATION: Approve</b> <b>TWBC DECISION: Granted</b></p>
<p>19/00180 Chillwood Farm Fairmans Lane Brenchley Tonbridge Kent</p>	<p>Change of use of land to include the stationing and storage in situ of 11 mobile homes for seasonal agricultural workers (renewal of permission granted under 12/02336/FUL) <b>PC RECOMMENDATION: Approve</b> <b>TWBC DECISION: Granted</b></p>
<p>18/03256 6 Chestnut Lane Matfield Tonbridge TN12 7JL</p>	<p>Dropped kerb <b>PC RECOMMENDATION: Approve</b> <b>TWBC DECISION: Granted</b></p>
<p>19/00089 Homecroft Cottage, The Green, Matfield, Tonbridge, Kent, TN12 7JU</p>	<p>Demolition of existing garage; erection of new garage, timber gates and fencing, plus associated works <b>PC RECOMMENDATION: Approve</b> <b>TWBC DECISION: Granted</b></p>

11. **Clerk's Report**  
11.1 **Minor Works**  
Mowing at Porters Wood

In order for access to mow the field with larger machinery, the contractor has asked for the bollard to be replaced with a moveable one, at their expense. This was agreed.

## **11.2 Brenchley Playground and Recreation Field**

### Fencing

Two quotes for stock proof fencing for the perimeter of the southern and eastern boundaries were considered. The quote from FLR Fencing was accepted.

### Playground repairs and refurbishment

A quote from Maria Cook for the repair and refurbishment of some equipment was considered. The Clerk was asked to obtain further quotes with costs breakdown. The Clerk advised the Council that issues to be addressed in the RosPA report would take priority.

### Funding Donation for Playground Equipment

Christine Churchill, on behalf of Weekend @ Brenchley has offered a donation in the region of £1300 towards the purchase of playground equipment. It was expected that plaques to recognise the donation would be attached to any such equipment

The Council agreed to accept a donation from Weekend@Brenchley to fund playground equipment and the Clerk was asked to express the Council's gratitude.

Maria Cook has been asked to provide options for the best usage of these funds to purchase and install play equipment at the same time as the rest of the refurbishment.

## **11.3 Accounts payable March 2019**

1455 C Brooks	Part Salary March 2019	£640.83
1455a HMRC	Tax and NI March 2019	£591.55
1456 Lynne Butler	Reimburse NDP Posters	£37.99
1457 Samaritans	Agreed Donation 2019	£250.00
1458 FLR Fencing	Removal of fallen tree at Pavilion	£100.00
1459 Castle Water	Pavilion Water Jan 2019 - June 2019	£32.77
1460 Castle Water	Pond Water Jan 2019 – June 2019	£21.62
1461 Castle Water	Allotment Water Jan 2019-June 2019	£43.17
1462 KALC	Annual Membership to 31 March 2020	£1087.46
1463 BeSure	Maintenance Fire Alarm 2019 (1 of 2)	£240.00
1464 TWBC	Amenity Vehicle Apr 2018-Mar 2019	£1035.12
1465 Archer Signs	No parking signs Matfield Green	£322.98
1466 ACRK	Membership to Mar 2020	£75.00

### **Standing orders and Direct Debits**

SO C Brooks	Part Salary March 2019	£1000.00
SO Capel Ground Care	Mowing contract Jan 2019-Dec 2021	£796.00
DD Grenke	Photocopier Lease Apr 19-June 19	£122.40
DD Smart Pension	Pension March 2019	£178.43

These accounts were approved for payment and would be authorised by Cllr. Stevenson and Cllr. Mrs. Warner.

## **11.4 Correspondence**

### Greg Clark MP

Correspondence from Greg Clark MP relating to the proposals for the School was discussed and a response agreed for the Chairman to forward to Mr Clark.

### Charles May

An email from Charles May requesting use of Matfield Green for a regular group playing Croquet was discussed. It was agreed that the charge would be £15 per session with an annual review of terms.

**RESOLVED that the Clerk issues a licence for the use of an area of Matfield Green for the purpose of playing Croquet**

Amanda Wells

The Council discussed an email from Amanda Wells requesting that they declare a Climate Emergency. Cllr. Sparkhall advised that the NDP Draft policies include a “climate friendly approach”. The Council did not agree to issue the suggested declaration.

#### Tenax Trust

An emailed letter from Catherine Dottridge, delaying a fuller response, was discussed. It was agreed that a revision of the Council’s position statement regarding the school, to be discussed by email, would await receipt of the full reply from the Tenax Trust.

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

Cllr. Mrs. Warner had attended the KALC Planning Conference and provided comments on the content to KALC.

Cllr. Woodley attended the KALC Area Committee on 6<sup>th</sup> March at which there was discussion on a potential scheme for promoting rural tourism across the Borough and affordable housing.

Cllr. Woodley attend the TWBC Parish Chairmen’s Forum on March 12<sup>th</sup> at which there was update on the Code of Conduct following the Standards report, TWBC is considering providing training on this for members. There had also been a presentation on the recently-established Business Improvement District in Royal Tunbridge Wells.

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

None

### **14. Date of next meeting**

**Provisional Planning Meeting Tuesday 16<sup>th</sup> April 2019, 7.30pm Matfield Pavilion**  
**Annual Meeting of the Parish Council Tuesday 7<sup>th</sup> May 2019, 7.30pm Matfield Pavilion**