

**MINUTES OF A MEETING OF BRENCHLEY AND MATFIELD PARISH COUNCIL HELD AT 7.30PM ON MONDAY 6<sup>th</sup> SEPTEMBER 2021, AT MATFIELD PAVILION**

**Present:** Councillors L. Butler (Chair) presided, J. Buttery (Deputy Chair), E. Akenhead, C. Churchill, J. Spencer, G. Warner, A. Wells. C. Brooks (Clerk)

**In attendance:** Cllr Sarah Hamilton (KCC), James Chapman - Clarendon Homes, 15 members of the public

**1. To accept apologies for absence**

The Council accepted apologies from Cllr Stout and Cllr Miconnet who were both on holiday.

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

Minutes of the Full Council Meeting of 5<sup>th</sup> July were approved as an accurate record and were duly signed by the Chair.

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

None.

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

A resident asked for clarification on the EV Charge points and Cllr Butler responded that the survey was to establish whether there is a need for these. Cllr Wells responded with further information and said that details would be clarified if the scheme went ahead.

**5. Borough and County Councillors – to receive information**

See below under Traffic.

**6. Presentation – James Chapman re Community infrastructure related to MVH proposals**

James Chapman representing Clarendon Homes, the developer of site behind Matfield Village Hall, gave a presentation focussing on possible facilities within the area designated for community use and responded to questions from members of the public and Councillors.

**7. Planning**

**1. Planning Applications**

1. The Council noted recommendations and comments submitted in August as delegated to the Planning Committee:

20/03666 Bankside Bungalow, Maidstone Road, Matfield, TN12 7HA	Construction of a new two storey garage with roof over in lieu of 16/504658/FULL	<b>RECOMMENDATION SUBMITTED: APPROVE: The PC highlights condition 3 of the approved decision 16/504658/FULL and would like this condition to remain on application 20/03666/FULL.</b>
21/02242 Madison House, Brenchley Road, Matfield,	Single Storey rear extension and terrace	<b>RECOMMENDATION SUBMITTED: APPROVE</b>
21/02377 2 Town Farm Dairy, Brenchley Road, Brenchley, TN12 7PA	Single storey extension to rear of property	<b>RECOMMENDATION SUBMITTED: NEUTRAL: There are no comments from the Conservation Officer to date but the Parish Council would support any of her recommendations.</b>
21/02353 Sawyers, Fairmans Lane, Brenchley, Tonbridge, Kent, TN12 7AL	Addition of proposed rear entrance boot room, addition of rooflights to existing side extension and increase height of existing gully with the inclusion of a roof lantern.	<b>RECOMMENDATION SUBMITTED: APPROVE</b>

21/02226 9 & 10 Spout Lane, Brenchley, Tonbridge, Kent, TN12 7AP	Variation of Condition 2 (Approved Plans) of 21/00286/FULL - Amendments to roof, fenestration and brick dimensions	<b>RECOMMENDATION SUBMITTED: NEUTRAL:</b> The Parish Council would approve of the change to the number of panels in the ground floor patio doors to three and the amendment to the appearance of the dormer gables. The application should have identified the proposed changes in some obvious way, as it is difficult to determine the additional amendments to the building.
21/02406 Pippins Orchard, 1 Chestnut Lane, Matfield, Tonbridge, Kent, TN12 7JJ	Extend an existing oak framed double garage with an oak framed car port and pitched tiled roofs	<b>RECOMMENDATION SUBMITTED: APPROVE</b>
21/02480 1 Broad Oak Close, Brenchley, Tonbridge, Kent, TN12 7NG	Single/two storey extension to the south elevation, to reconfigure the ground floor kitchen / dining area and enlarge 2 of the upstairs bedrooms with an additional ensuite.	<b>RECOMMENDATION SUBMITTED: APPROVE:</b> Footpath must be kept clear at all times. The PC would like to add condition that construction of this extension must not affect the banks and trees (plus their root protection zones near the footpath)
21/02481 Winchmore, Brenchley Road, Matfield, Tonbridge, Kent, TN12 7PP	Single storey rear extension, first floor rear extension plus internal and external alterations to house	<b>RECOMMENDATION SUBMITTED: APPROVE</b>
21/02439 Little Portobello, Windmill Hill, Brenchley, Tonbridge, Kent, TN12 7NP	Proposed part conversion of existing garage to form home gym and workshop. Replacement garage doors (part fixed) and installation of observation roof lights and roof lantern. Internal alterations and reordering of boot room and ground floor WC and erection of Victorian glasshouse.	<b>RECOMMENDATION SUBMITTED: APPROVE:</b> The comments of the Conservation Officer on the proposed small minor internal changes have not been posted yet, which would prove useful, but the Parish Council would support the comments when they come in.
21/02520 Castlehill House, Crook Road, Brenchley, Tonbridge, Kent, TN12 7BP	Garage to be converted into an annexe. Extension to the annexe.	<b>RECOMMENDATION SUBMITTED: NEUTRAL:</b> The planning application states that a garage is to be converted to an annex, which is incorrect as the existing garage and rear space appears to remain unchanged. A correction is needed to the wording of the application by the applicant.  The plans show the conversion of a three roomed single storey building. One of the existing ground floor rooms becomes an independent area of 11m <sup>2</sup> , accessed by double doors and of unclear function.  Most of the rooms in the plans are not named, making their functions difficult to determine from their sizes and shapes.  The ground floor will be extended to the rear, adding a large room of area 2.857m x 8.615m. The first floor will extend over the original three

		<p>roomed building and over half of the ground floor extension, with the remaining half of the ground floor extension having a flat roof and lantern light, with potential for light spillage in this dark-skies area.</p> <p>If the misleading wording of the application is accepted, there is a concern that the conversion of the existing garage, which is presumably the original garage for the main house, might encourage an application for a further detached garage. This would have a negative impact on the AONB landscape in this rural hamlet and on the setting of the adjacent listed buildings.</p> <p>If TWBC is minded to approve this application, a planning condition should be set for the annex to be ancillary to the main dwelling.</p> <p>Information is required on the provision for parking for the resident of the annex, as there were numerous cars in various states of disrepair and other items obstructing the entire area in front of the proposed annex.</p>
21/02317 Widmore Fruit Farm, Brenchley Road, Brenchley, Tonbridge, Kent, TN12 7DS	Demolition of existing storage buildings; erection of single storey storage building	<p><b>RECOMMENDATION SUBMITTED:</b>  <b>REFUSE:</b> There are currently three outbuildings on this site, and the application has been submitted with the aim of demolishing the smallest of the three which is the closest to the road. The new building would nestle between the two remaining outbuildings, in a large L-shaped building wrapping around the back of one of the existing buildings. The proposed building would be divided into 4 sections, each of which would have a set of double doors. No details about these storage areas have been provided in the application.</p> <p>The Parish Council would like to see some justification for the new larger building and clarification on whether the proposed storage is needed for an agricultural use or some other purpose. In his comment on the planning portal the Rural Planning Adviser has deemed that insufficient information has been provided to enable him to give advice on the agricultural merits, or otherwise, of the proposal.</p>
21/02554 Kilcreggan, Windmill Hill, Brenchley, Kent, TN12 7NP	Erection of single storey rear and side extensions; garage conversion; erection of detached car port	<p><b>RECOMMENDATION SUBMITTED:</b>  <b>APPROVE</b></p>
21/02416/SUB Birchett Wood Farm, Petteridge Lane, Matfield, Tonbridge, Kent, TN12 7NE	Submission of details in relation to Condition 3 (External Materials); Condition 7 (Sewage); Condition 8 (External Lighting); Condition 9 (Refuse); Condition 10 (Biodiversity); Condition 11 (Tree	<p><b>RECOMMENDATION SUBMITTED:</b>  <b>REFUSE:</b> The Parish Council objects to this application. More exterior lighting appears to be proposed than is strictly necessary in a dark skies area. No attenuation measures appear to be proposed for the surface water, and it should be noted that there has recently been surface water flooding on Petteridge Lane. In the absence of a professional survey of existing</p>

	Protection) of 20/02436/FULL	<b>biodiversity on site and adjacent, biodiversity net gain cannot be established.</b>
21/02411 Rowan, Maidstone Road, Matfield, Tonbridge, Kent, TN12 7LD	Loft conversion with front facing roof light, rear facing dormers and roof lights and high level gable windows with frosted glass	<b>RECOMMENDATION SUBMITTED: APPROVE:</b> Concern is expressed about light spillage from the proposed additional roof lights on the parish's dark skies and we recommend that a condition be added requiring blinds to be activated on the rooflights when the rooms are lit.
21/02572 1 Foxhole Lane, Matfield, Tonbridge, Kent, TN12 7ER	Proposed extensions and alterations including new front bay window together with single storey and first floor rear extension	<b>RECOMMENDATION SUBMITTED: APPROVE</b>

## 2. Current applications

21/02521 Poulhurst Lodge, Furnace Lane, Brenchley, TN12 7BX	<p>Extension and internal alterations to Poulhurst Lodge, including garage conversion, new windows and detached car port.</p> <p><b>RESOLVED TO RECOMMEND: REFUSE</b></p> <ol style="list-style-type: none"> <li><b>1. Over intensification of build and change to this former 2 bed agricultural bungalow. There have already been large increases since 2006. This property is outside LBD and in a prominent ridgetop position within AONB.</b></li> <li><b>2. The PC is concerned about the amount of fenestration and glazed doors proposed in this application, together with amount of light spillage.</b></li> <li><b>3. In 2012 permission was granted for the double garage but concern was highlighted by the planning officer about the glazed concertina doors which could lead to the conversion of the building to residential accommodation. Conditions were added accordingly.</b></li> <li><b>4. In 2007 an area of land behind Poulhurst Lodge was changed from agricultural to residential to provide a larger garden. The PC is concerned that the proposed new cart lodge with pitched roof and two open bays plus one with doors is shown as being built on an area of land which is currently designated an agricultural field bordering Furnace Lane.</b></li> <li><b>5. The plans submitted with this application failed to show an existing 1<sup>st</sup> floor plan. From the submitted plans showing the exterior of the house, the fenestration would be greatly altered with this application.</b></li> <li><b>6. This property partly adjoins the curtilage of 16<sup>th</sup> Century Grade II Listed Ashmeade.</b></li> </ol>
21/02393 2 Peartree Cottages, Maidstone Road, Matfield, TN12 7JH	<p>Erection of a single detached dwelling; removal of garage; with parking and landscaping</p> <p><b>RESOLVED TO RECOMMEND: REFUSE</b></p> <ol style="list-style-type: none"> <li><b>1. The PC would like to see a smaller 3 bed house with less footprint on this site.</b></li> <li><b>2. 2 car parking spaces for a 3 bedroom house would be sufficient rather than making 3 spaces for 4 bedroom house.</b></li> <li><b>3. PC notes KCC Highways concerns about the hedge in its current form and the need for replanting to set back from road. The PC notes KCC Highways comments on access into Maidstone Road.</b></li> <li><b>4. The PC would like to see a condition on the height of new</b></li> </ol>

	<p>hedge. The PC feels it will be difficult to keep a natural hedge at 600mm.</p> <p>5. The PC feels more information is required about surface water being disposed of by a soakaway. There has been recent flooding on Maidstone Road in Matfield.</p> <p>6. There has been no information in the application of energy conservation, water saving devices, electric vehicle points or biodiversity net gain.</p>
21/02307 Great Coldharbour Farm, Cuckoo Lane, Brenchley, TN12 7HX	<p>The change of use and conversion of an existing open cart lodge use for farm storage into a residential 2 bed single storey dwelling</p> <p><b>RESOLVED TO RECOMMEND: NEUTRAL</b></p> <p>1. The PC is concerned about the preservation of this agricultural building within an historic farmyard.</p> <p>2. The PC would like to see as much of the materials retained as possible especially the staddle stones.</p> <p>3. The PC is concerned about the new roofline being changed to allow for the extended 'cat slide' roof together with the amount of fenestration/glass doors on the north, west and south elevations. The PC is concerned about possible light spillage and retaining the integrity of the historic farmstead setting.</p> <p>4. It is noted the change in the boundary fencing but the PC notes that TWBC's Farmsteads Supplementary Planning document recommends that an increase in boundaries should be avoided in the re-use of buildings in historic farmsteads.</p> <p>5. The justification for an annexe to Oast View is not included in this application. The PC would like to see a condition removing permitted development rights. A condition should be added to ensure that this important agricultural building standing alongside the 2 kiln oast house does not get converted into a separate dwelling.</p>
21/02849 Tuttys Farmhouse , The Green, Matfield, TN12 7JY	<p>Conversion of existing garage to create new home office/guest accommodation</p> <p><b>RESOLVED TO RECOMMEND: APPROVE</b></p>
21/02470 Crittenden House, Crittenden Road, Matfield, TN12 7EN	<p>Construction of new dwelling in place of permitted residential conversion.</p> <p><b>RESOLVED TO RECOMMEND: REFUSE</b></p> <p>1. The PC agrees with the pre-application advice that this proposed new house is outside LBD, within AONB, and in a rural and unsustainable location.</p> <p>2. The PC feels the situation of the two current agricultural buildings are appropriate in Matfield's Fruit Belt.</p>
21/02861 Lymons Bank Barn, Geddes Hill, Matfield, TN12 7EA	<p>Proposed garage/equipment store and office</p> <p><b>RESOLVED TO RECOMMEND: NEUTRAL</b></p> <p>1. The PC questions if there is genuine agricultural justification for such a large building with a top floor.</p> <p>2. If permitted, the PC would like to see a condition that this building does not become absorbed into ancillary/secondary accommodation for the main building or that it gets converted into a separate new dwelling.</p>
21/02654 OS Plot 3700, Dundle Road, Matfield, Tonbridge, Kent	<p>Change of Use of Agricultural Land to Sui Generis use for the daycare of dogs - development to include erection of fencing, siting of sheds for housing and provision of vehicle parking</p> <p><b>RESOLVED TO RECOMMEND: REFUSE</b></p> <p>1. The PC is aware of the planning history of applications</p>

	<p>submitted for this land and feels this application is unsuitable for this ridgetop site outside LBD and within AONB.</p> <ol style="list-style-type: none"> <li>2. The PC is concerned about the possible granting of a Sui Generis application on this land.</li> <li>3. If permission should be granted, the PC would like to see the Sui Generis removed and the permission for dog day care to be given on a temporary basis.</li> <li>4. If permission is granted the PC would like to see conditions and restrictions imposed.</li> </ol>
<p>21\02639 PNR Hononton Farm Furnace Lane, Brenchley, Tonbridge Kent</p>	<p>Change of use of an agricultural building to a flexible use  <b>RESOLVED TO RECOMMEND: NEUTRAL</b></p> <ol style="list-style-type: none"> <li>1. The PC questions the supporting statement from Bloomfields on this application. The quoted “highly successful” application 15/510414 was for an ancillary office building to Plovers, Ruck Lane, which is not in line with the current business The Ceramic Studio.</li> <li>2. The Ceramic Studio appears to be a growing business with classes for all ages in pottery and ceramics. There does not appear to have been a planning application for this change of use at Hononton Farm.</li> <li>3. The PC would like clarification on the new class E (g) for this business. There appear to be 3 categories for B1 to E (g) <ul style="list-style-type: none"> <li>(i) for an office</li> <li>(ii) for research and development of products</li> <li>(iii) for an industrial process</li> </ul> </li> <li>4. The PC would like restrictions/conditions imposed on the amount of traffic giving the access route to be used. The PC also questions the parking of visiting vehicles, washing/WC facilities, food preparation and kitchen facilities etc.</li> </ol>

## 8. Committee Membership and Working Groups

### 1. Extra member of Finance Committee

Cllr Spencer agreed to join as a member of the Finance Committee.

### 2. Working party for Fernham Homes Affordable Housing

Cllr Butler advised that Tina Middleton and Rachel Hayes would join a working party, led by Cllr Butler, to consider how to promote affordable housing to local residents. A meeting with the TWBC Housing Manager is being arranged.

## 9. Traffic

Cllr Hamilton (Kent County Council) agreed to raise the issue of the speed limit in Petteridge once again.

### 1. Speed Indicator Devices

The Council discussed the sites for the position of the SIDs and Cllr Churchill clarified that these are subject to change if any ground issues are identified when the poles are being installed. The poles are permanent and one indicator display screen would be moved periodically, with the power supplied by a rechargeable battery.

The Council agreed the locations as follows:

1. Brenchley Road opposite the Memorial Hall. **ONE WAY** sited from Matfield towards Brenchley Village.
2. Brenchley Road between Markets Heath House and Market Heath Close **TWO WAY**.
3. Brenchley Road at Corsica Villas. **ONE WAY** sited from Matfield towards Brenchley.
4. Maidstone Road opposite Matfield Village Hall **TWO WAY**.

### 2. Re-painting of road markings/signage throughout parish

Cllr Churchill advised that there will be a lot of work on repainting road markings from mid-September. Cllr Hamilton advised that SLOW markings were particularly effective and that KCC are also refreshing some road signs. She suggested that the Community Safety Partnership would be able to give some guidance on the use of cameras.

### **3. Highways Issues around Fernham Homes Development Site**

Cllr Butler advised that a meeting had been held with Chris Loughead and David Payne of Fernham Homes, to discuss the Section 278 road and safety matters previously agreed with KCC Highways around the Fernham development site. Cllr Hamilton agreed to raise the concerns about the extension of the 30mph speed limit, on which the PC, MP and many residents had submitted views via the consultation. The PC had contacted the Cabinet Member David Brazier but his response was identical to that received from the Highways Officers. It was noted that Fernham were not against the extension and that a TRO could easily have been amended rather than issuing it and then consulting again on an amendment.

## **10. Staff Appraisals – to receive reports from Employment Panel**

### **1. Clerk**

A report and recommendations, including matters pertaining to salary, were discussed.

**RESOLVED that the recommendations of the Employment Panel be confirmed**

### **2. RFO**

A report and recommendations, including matters pertaining to salary, were discussed.

**RESOLVED that the recommendations of the Employment Panel be confirmed**

## **11. Finance Committee – to receive minutes and consider recommendations**

### **1. Minutes**

Minutes of the Finance Committee meeting of 20<sup>th</sup> July 2021 were approved as an accurate record and would be signed by the Chair of the Committee.

### **2. Recommendations:**

**RECOMMENDATION: that the grant funds received of £11,050 be earmarked for use on the renovation of Matfield Pavilion.**

Cllr Buttery advised that a project for work to refurbish the Pavilion, which was nearly ten years old, had been listed, with internal and external work. The amount in the current year budget (which includes cleaning costs) is £2500 and it was not felt that this would be sufficient to cover all the refurbishments required. However, the Council would await a clearer idea of costs on this work before agreeing any earmarking of funds.

**RECOMMENDATION: that the £1542 remaining of Section 106 Youth and Adult Recreation funds be used for renovations to Matfield Pavilion.**

Cllr Spencer commented that Porters Wood was in need of considerable work to the rustic play area and additional recreational facilities. The Council agreed that the £1542 remaining s.106 funds would be used to offset costs of improvements if it meets the s.106 criteria. Cllr Spencer would discuss possibilities with Kent High Weald Partnership to ascertain costs and possible voluntary work.

**RECOMMENDATION that the management of the John Downer Charity, including trusteeship and bank account, be passed to Ready Call.**

Cllr Butler advised that Ready Call were unable to take this on but that the current Trustees, Helen Brown, Panetta Horn (the PC's RFO) and Cllr Butler would continue and seek a meeting with donators to discuss a way forwards, given the small amount of income and number recipients of the charity.

## **12. Jubilee events**

It is intended that the PC will be arranging the Beacon lighting event and that individual neighbourhoods will run their own events. Cllr Churchill will contact the piper to ensure they are booked for the event with the beacon lighting.

## **13. Mowing Schedule**

The Clerk advised that one tender had so far been received for the 2022-25 contract, with the tender document showing existing frequencies of mowing. The Council discussed various options to reduce frequencies where areas may not need mowing as frequently and wildflower areas being more popular. The Clerk advised that costs for the mowing contract would be a major cost to be included in the budget being drafted on 14th September.

It was agreed that Cllr Butler would finalise a revised frequency list that would be trialled for the first year with extra mows requested if found to be needed, and with a review at the end of 2022.

#### 14. Cinderhill

Cllr Akenhead outlined that she and the Clerk had met with TWBC managers regarding Cinderhill and a report was provided to the Council. She advised that no further signage would be considered for the time being.

#### 15. Christmas

Cllr Buttery advised that the lights on the Brenchley Oak had been removed and tree surgery completed by KCC. Quotes for alternative illuminations have been obtained which, whilst expensive initially at £5700, would remain in the tree for a minimum of 5 years, therefore spreading the cost in terms of the PC budget annually which is currently £1500 but regularly underspent. The cost of the installation would include the arrangements required by KCC for road closures. Existing lights removed from the oak would be used for other areas of the parish reducing costs. Cllr Buttery would enquire whether it would be possible to obtain a long term licence from KCC.

**RESOLVED that Cllr Buttery seek to obtain a licence for the siting of Christmas Lights in the Brenchley Oak and that replacement illuminations be purchased.**

#### 16. Clerk' Report

##### 1. Streetlight in Birch Close

The Clerk advised that following a report from a resident, it had become apparent that a streetlight in Birch Close, where a small development was being constructed, had been removed. The streetlight is listed on the PC's asset register and UKPN inventory and contact had been made with the builder to obtain documentation to ascertain whether this streetlight did belong to the PC.

#### 17. RFO's report

##### 1. Accounts paid in July/August

The Clerk advised that accounts were circulated, with invoices attached, and had been authorised by Cllr Butler and Cllr Warner in July and mid-August, a record was provided as follows:

1966	HMRC	Tax and NI July 2021	£599.65
1967	C. Brooks	July Mileage	£81.00
1968	TWBC	Toilet Maintenance Contract to Mar 2022	£11,522.86
1969	K. Twyman	July Cleaning of Pavilion	£56.00
1970	Rialtas	Annual Support and Maintenance	£206.40
1971	Waste Way	Remove concrete post from Mat Gr	£159.00
1972	KALC	J. Buttery Data Protection of Councillors Training	£42.00
1973	KALC	C. Churchill Dynamic Councillor	£60.00
1974	Cross visuals	Drone Mapping of Allotment Site	£50.00
1975	Lynne Butler	Reimbursement Instant Print – NDP posters £61.99	
		WIX NDP plans £74.25	£136.24
1976	BT	Quarterly bill May-Sept 2021	£434.18
1987	Wasteway	Collection of fly tipping at Cinder Hill	£121.20
1988	Tina Middleton	Reimbursement of NDP expenses	£26.94
1989	Capel Groundcare	2nd Quarterly mowing contract for MVG	£868.94
1990	Parish Online	Annual contract for mapping service	£180.00
1991	J. Beach Garden Barber	Inserting new path to split allotments Plot 15	£120.00
1992	Maloney Waste	Clearance of rubbish from Brenchley allotments	£500.00

##### Credit Card Payments made

Lloyds Bank Fees	£3.00
------------------	-------

##### Standing Orders and Direct Debits

1977 SO C. Brooks	Salary July 2021	£1798.67
-------------------	------------------	----------

1978	SO Panetta Horn	Salary July 2021	£499.62
1979	SO Capel Ground Care	Mowing Contract Jan 2019- Dec 2021	£796.00
1980	DD Smart Pension	July Pension Payment	317.59
1981	DD EDF Energy	Pavilion Electricity July 2021	£86.00
1982	DD Microshade	Monthly data and application service	£124.30
1983	DD Business Stream	July Pavilion water and waste	£8.00
1984	DD Business Stream	July Pond water	£3.00
1985	DD Business Stream	July Allotments Water	£3.00
1986	Unity Bank	Handling Charge 1.20 and Service charge 34.35	£35.55

## 2. Business Rates

The RFO has applied to increase our discount from 66% to 100% as it appears that we have been incorrectly charged for business rates. We are eligible on the basis that we only have one premises and the RFO has submitted the application for reassessment which should be automatic as we meet the eligibility criteria.

## 3. Accounts payable – August invoices payable in September

1993	HMRC	Tax and NI August 2021	£599.65
1994	C. Brooks	August Mileage and August Pay owed	£30.60
1995	K.Twyman	August Cleaning of Pavilion (5th and 19th August)	£56.00
1996	Weald Tree Services	Hedges and trees around Matfield Pavilion	£250.00
1997	Waste way	Clearance from litter bin at rec	£57.60
2011	Brenchley Mem Hall	Hire for Council Meeting 5th July	£45.00
2012	KALC	Clerks Conference fee	£60.00
2013	Garden Barber	Plot division and paths at the Allotments	£265.00
2014	Wasteway	Litter Bin at rec clearance Aug 2021	£48.00

### Credit Card Payments made

1998	Lloyds Bank Fees	July 2021	3.00
1999	SLCC	Annual Membership fee	234.00
2000	Lloyds Bank Fees	August 2021	3.00

### Standing Orders and Direct Debits

2001	SO C. Brooks	Salary August 2021	£1798.67
2002	SO Panetta Horn	Salary August 2021	£499.62
2003	SO Capel Ground Care	Mowing Contract Jan 2019- Dec 2021	£796.00
2004	DD Smart Pension	August Pension Payment	317.59
2005	DD EDF Energy	Pavilion Electricity August 2021	£86.00
2006	DD Microshade	Monthly data and application service	£124.30
2007	DD Business Stream	August Pavilion water and waste	£8.00
2008	DD Business Stream	August Pond water	£3.00
2009	DD Business Stream	August Allotments Water	£3.00
2010	DD EON	Quarterly Streetlights Electricity	£171.59

The RFO having provided invoices for scrutiny, these accounts were approved for payment and would be authorised by Cllr Butler and Cllr Churchill.

## 18. Meetings attended, and reports by Councillors

Notes from a meeting on 25<sup>th</sup> August between Cllr Butler, Cllr Miconnet, the Clerk and Allotment Tenants had been provided. A full report and new draft tenancy would be circulated in due course.

## 19. To be advised of urgent business as may be previously notified

The Chair outlined that, due to queries from residents regarding an area of land in the parish and concerns raised about social media posts and contact via the Clerk, a meeting would be held with a member of the public and three Councillors

## 20. Date of next meeting:

**Provisional Planning Meeting Tuesday 21<sup>st</sup> September, 7.30pm**  
**Full Council Meeting Monday 4<sup>th</sup> October, 7.30pm**