

**MINUTES OF A PLANNING MEETING OF BRENCHLEY AND MATFIELD PARISH COUNCIL HELD ON  
TUESDAY 19<sup>th</sup> OCTOBER 2021 at 7.30pm at MATFIELD PAVILION**

**Present:** Councillors L. Butler (Chair) presided, J. Buttery E. Akenhead, C. Churchill, C. Miconnet, A. Stout (acting Clerk). 1 member of the public.

**1. To accept apologies for absence**

In the absence of the Clerk who was unwell, the Council appointed Cllr Stout as Clerk, who would take the minutes of the meeting.

The Council accepted apologies from Cllr Spencer for personal reasons, Cllr Warner for health reasons and from Cllr Wells who was on holiday.

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

Minutes of the Full Council meeting of 4<sup>th</sup> October 2021 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**

Cllr Akenhead declared an interest in the Latters Toll Farm planning application and Cllr Churchill on the Margaret Villas planning application.

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

None.

**5. Play area at Fernham Development**

The Council discussed a re-submission of planning conditions regarding the Fernham Development Playground Equipment. There was agreement that the addition of play equipment was an improvement on the previous design. There were a number of issues that should be raised with Fernham and these would be fed back to TWBC for consideration by Cllr Butler.

**6. Planning Applications**

<p>21/03205 2 Margaret Villas, Maidstone Road, Matfield, Tonbridge, Kent, TN12 7JR</p>	<p>Demolition of storage outbuilding and bathroom; two storey rear/side extensions <b>RESOLVED TO RECOMMEND: REFUSE</b> <b>The proposed balcony and light spillage from fenestration would adversely affect the privacy and amenity of neighbouring properties.</b></p> <p><b>There is already insufficient parking space for cars to park alongside each other on site and there is no turning space for cars on site, so cars have to back into or out of the property and tandem park. Under this proposal the garage would be demolished and the external parking space would be further reduced. In combination with the proposal to create a fourth bedroom this is likely to lead to increased on-street parking on the Maidstone Road B2016, where on-street parking already obstructs the flow of traffic and causes congestion. 2 Margaret Villas is close to the hazardous Standings Cross road junction with Branchley Road and Chestnut Lane. The proposal would increase hazards and congestion on the Maidstone Road and further increase the likelihood of accidents at the junction.</b></p>
<p>21/02772 Bythorn, Branchley Road, Matfield, Tonbridge, Kent, TN12 7PJ</p>	<p>Variation of condition 2 (Approved Plans) of reference 20/01475/FULL - In order to add a couple of windows to the stairwell; rotate the new building; installation of Timber Larch panels.</p> <p><b>RESOLVED TO RECOMMEND: NEUTRAL</b> <b>APPROVE</b> if the four new panels shown on the roof are to be solar panels <b>REFUSE</b> if the four new panels are to be skylights, unless they are equipped with automatic blinds or shutters.</p>

	<p><b>Reason:</b> The nature of the four new panels on what was previously shown as an entirely green roof of the first floor of the dwelling is not clear. If they are to be skylights then, in combination with the already large amount of fenestration and the proposed new windows on the stairwell, the extent of new light spillage in this dark skies area would be unacceptable</p>
<p>21/03134 1 Tong Farm Cottages, Tong Road, Brenchley, Tonbridge, TN12 7HT</p>	<p>Change of use of land from orchard to residential curtilage and construction of a garage and studio</p> <p><b>RESOLVED TO RECOMMEND: NEUTRAL</b> While appreciating the need for a garage the parish council is concerned about the effect on the AONB landscape of this new two storey building in the countryside outside the LBD and would prefer to see a single storey garage. If TWBC is minded to grant the application the parish council requests a condition that the building should remain ancillary to the main property and should not be used as a dwelling.</p>
<p>21/03002 Latters Toll Farm, Knowle Road, Brenchley, Tonbridge, Kent</p>	<p>Change of use of land for the erection of a yurt to provide holiday accommodation and associated development of decking and path; use of chicken sheds for storage, shower room, W.C. and boiler room (Part Retrospective)</p> <p><b>RESOLVED TO RECOMMEND: APPROVE</b> <b>APPROVE SUBJECT TO CONDITIONS</b></p> <p><b>Conditions requested:</b> 1. This yurt remains as the sole holiday accommodation at Latters Toll Farm and no further tourist or residential accommodation shall be permitted; 2. The yurt shall not be used as a permanent dwelling; 3. The conversion of the chicken shed shall comply with the relevant building safety and drainage regulations.</p> <p><b>Reasons</b> The parish council notes the careful siting of the yurt in order to minimise its effect upon the landscape.</p> <p>While the parish council is generally supportive of small-scale tourism as a farm diversification in the present difficult conditions for farming and the current increased demand for UK-based holiday accommodation caused by the pandemic, it notes that one of the conditions for the Class Q 15/507231/PNQCLA was that the site is used solely for an agricultural use. The PC notes that this site will now not solely be used for agriculture and the PC also notes that this applicant favours retrospective planning applications. Financial details have been offered by the applicant and should be given to TWBC to assess if this venture is viable in view of the applicant failing to demonstrate the farming business's sustainability.</p> <p>Minimal details have been provided concerning the conversion of the chicken shed and the PC seeks assurance that the plumbing, electricity supply and drainage in this retrospective application complies with the relevant building safety and drainage regulations.</p>

## 7. Queen's Green Canopy

A location for the saplings and the possible purchase of specimen trees for PC owned open spaces was discussed. It was felt that free saplings could not be ordered from TWBC until a landowner's approval had been received for a suitable area for planting, as open spaces in the parish needed to be retained. More

discussion was needed on whether the PC would install a commemorative Jubilee Tree and the discounted prices quoted by TWBC could be met by other suppliers.

It was agreed that the PC would not be placing an order for saplings or specimen trees with TWBC before the 30<sup>th</sup> October deadline.

**8. Cinderhill – review of provision and work**

The Council discussed reports provided by Cllr Akenhead on the general maintenance of Cinderhill.

Cllr Akenhead had been trying to establish the basis upon which the payment received from the Rural Payments agency was received and the payment of £3500 made to KHWP. The PC's obligations at Cinderhill Woods are complex, further investigation of legal agreements is required and the Government's schemes for environmental payments were also going to change. The 2008 Management Plan needed to be assessed and updated. No decisions could be taken about capital spending and a new work programme until the PC's obligations were fully understood and this would take some time. Given the very short time remaining before the 2022-23 budget needed to be settled, financial provision for this would need to await the 2023-24 budget.

**9. Community area allocated by TWBC on the Clarendon Homes development site**

The Council discussed the areas of the proposed playground and associated parking and the potential Parish Council responsibility and liability for these areas.

The Council agreed that, given the negotiations which will be involved if the community area is included in a successful planning application, an independent solicitor should be appointed to represent the Council. The surveying work could be shared with Matfield Village Hall Charity, which had suggested that those costs should be met by Clarendon Homes.

It was agreed that Cllrs. Akenhead and Butler would draft a letter to Clarendon Homes to progress its proposals for the community area on the development site.

**10. Parish Council owned triangle of land behind Matfield toilets**

The Council agreed that quotations would be obtained to clear and tidy this area, and the gate post would be replaced to reinstate the gate.

**11. Christmas**

Cllr. Buttery advised the Council that the application to KCC for a licence to install Christmas lights in the oak tree had been refused. He has appealed the decision and sent details of ties that could be used to minimise any damage to the branches. If KCC does not allow lights to be installed in the tree, Cllr. Butler mentioned that the previous Council had considered uplighting and other forms of illumination. The Council agreed that there was no obvious suitable alternative to this central village venue, which would still have the advantage of the lighting on the surrounding homes and along Brenchley Road.

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

The Council discussed complaints from neighbour concerning the biomass boiler smoke disturbance to neighbouring properties, which had been sent to TWBC and copied to the Council. A planning application (20/00115/FULL) for the biomass boiler had been made retrospectively and refused by TWBC on grounds that included unacceptable negative impact on neighbours because of smoke, odour and noise. PC fully understand the issue and resolved to do whatever they can to assist the complainant however possible but have limited power. The Council agreed that a letter would be sent to the Environmental Health Officer and Planning Officer at TWBC expressing concern over the smoke, noise and health issues raised by the neighbour and requesting action by the Enforcement Officer.

**13. Date of next meeting**

**Full Council Meeting 7.30pm, Monday 1<sup>st</sup> November 2021**