

**MINUTES OF A OF BRENCHLEY AND MATFIELD PARISH COUNCIL ON MONDAY 3rd JUNE 2019 AT
BRENCHLEY MEMORIAL HALL AT 7.30pm**

Present: Councillors C. Woodley (Chairman) presided, Mrs. L. Butler, J. Grant, K. Sparkhall, G. Stevenson, A. De Guingand, Ms. C. Brooks (Clerk).

In attendance:

Borough Councillor Alan McDermott (part only), County Councillor Sarah Hamilton (part only), approximately 42 members of the public

1. To accept apologies for absence

The Council accepted apologies from Cllr. Mrs Warner, Cllr. Wickham and Cllr. Batty.

2. To approve Minutes of the last meeting

The Minutes of the Annual meeting of 7th May 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

The Chairman asked to defer this item which was taken after item 9.

Ten residents made separate statements concerning the Fernham Homes planning application 19/01099OUT. A petition concerning the development was handed to the Chairman.

The Chairman thanked all contributors and outlined that the Council had obtained independent guidance on the application from a planning consultant, and that all the issues raised by residents had been considered in the Council's own recommendation.

The Chairman also reiterated that if the NDP was in place it would still not stop specific developments and that without a current Local Plan and no 5-year housing supply demonstrated, the Borough Council is in the difficult position resisting proposals for development.

Cllr. McDermott was asked to ensure that all neighbour comments were promptly uploaded to the Borough Council's website.

5. Chairman's Announcements

None.

6. Borough and County Councillor

Cllr. Mrs. Hamilton noted the concerns raised relating to Highways issues in statements from residents concerning the Fernham Homes application.

Cllr. Woodley requested that Cllr. Mrs. Hamilton continue to press for the double yellow lines around the junction at Standings Cross.

7. To approve Audit and Accounts 2018-19

The Clerk advised that following the Year End March 31st, 2019 Internal Audit on 22nd May the Internal Audit Report (Page 3) had been signed by the Internal Auditor. the full accounts having been scrutinised by the Finance Committee on 24 April.

7.1 Annual Governance Statement 2018-19

The Clerk outlined that Councillors must satisfy themselves that all statements in Section 1 (page 4) are agreed. A small amendment would be made to the Asset Register value which contained an error. The Council reviewed the Annual Governance Statement and all statements made were agreed.

RESOLVED that the Chairman and Clerk may sign and submit the Annual Governance Statement 2018-19

7.2 Accounting Statements 2018-19

The Clerk outlined that Councillors must satisfy themselves that the accounting statements in Section 2 (page 5) were correct. The Council agreed that the accounting statements as presented were in accordance with the agreed accounts for the year, which had been accepted as accurate.

RESOLVED that the Chairman and the Responsible Finance Officer (the Clerk) may sign and submit the Accounting Statements for 2018-19

8. Unregistered land

Cllr. Stevenson advised that Surrey Hills Solicitors had provided written advice on options open to the Council, and that in the light of this he recommended that Council stops pursuing this matter as (a) there is no reasonable prospect of being able to register a claim of ownership, and (b) that attempting to gain an easement would involve the council in a lengthy and costly process, with no reasonable prospect of success.

It was suggested that Cllr. Stevenson could confirm finally with KCC that they have no interest in pursuing the issue. The Clerk advised that she had applied for boundary maps to show the publicly maintainable highway and that this would provide the necessary assurance.

It was agreed that no further action would be taken.

The Clerk would advise any residents enquiring on the matter that, as far as the Council could ascertain, no person has an exclusive right to use the two parking spaces outside Cherrytrees.

RESOLVED that the Council would pay the fees of Surrey Hills Solicitors for obtaining legal advice regarding unregistered land in the sum of £250 (ex. VAT)

9. Public Sector Mapping

Cllr. Mrs. Butler outlined a tool used by small councils for Public Sector Mapping. This would provide useful information for the NDP and other strategies in future. The cost of the programme, after a 30-day free trial, would be £120 per annum.

RESOLVED for a licence for a Public Sector Mapping tool at £120 per annum be entered into until such time as it is no longer needed.

10. Planning and Development

10.1 Naming of the Rydon Homes Development on Maidstone Road

The Council had been requested by the Borough Council to make suggestions for the new settlement. Several options were discussed and it was agreed to recommend that the development be named "Standings Close".

The Clerk would pass this suggestion to the Borough Council.

10.2 Report from Planning Consultant regarding Planning Application 19/01099

Cllr. Grant outlined that the Parish Council is a statutory consultee with no decision-making powers, and is invited to offer its opinion on Planning Applications to the Borough Council. The Parish Council had obtained a substantial report on the application from an independent planning consultant, Lindsay Frost.

In response to a query on the pace of the draft NDP, Cllr. Sparkhall reiterated that it is in active preparation and a portfolio of engagement with the community must be provided for it to be acceptable to an inspector.

10.3 To consider the following Planning Applications

19/01099/OUT OS Plot 2912, Maidstone	Outline (Appearance, Landscaping, Layout and Scale reserved): Development of the site to provide up to 47 dwellings, of
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Road, Matfield, Tonbridge, Kent,	which 35% would be affordable housing, including new access (Access not reserved) RESOLVED TO RECOMMEND: REFUSE Full text of the comments submitted available on request from the Clerk
19/00700 Goshen Farm, Brenchley Road, Matfield, Tonbridge, Kent, TN12 7DT	External alterations to 4 no buildings to include recladding, implementation of roller shutters and insertion of windows where applicable, following approved change of use under 18/03195/PNR RESOLVED TO RECOMMEND: APPROVE
19/00497 Pond House, Cuckoo Lane, Brenchley, Tonbridge, TN12 7HX	Proposed single-storey extension to the north-west elevation, two-storey dormer entrance porch to south-west elevation and fenestration alterations. RESOLVED TO RECOMMEND: APPROVE
19/01001 Tong Road, Brenchley, Tonbridge, Kent, TN12 7HT	Minor Material Amendment to planning permission 17/00026/FULL (Alterations and conversion to a single dwelling- house with ancillary store) - Alterations to external materials, retention of lean-to element to south elevation, amendments to fenestration, RESOLVED TO RECOMMEND: REFUSE due to excessive fenestration. Although improved from 18/03533, the amount of windows added to this building would not respect its style, appearance in an AONB, and neighbouring residents from light pollution and spillage.
19/01136 Maycotts Lodge, The Green Matfield Tonbridge TN12 7JU	First floor rear extension over existing rear room, removing the roof and dormer, replacing with a demi-hip roof RESOLVED TO RECOMMEND: APPROVE
19/01252 Kenilworth, Coppers Lane, Matfield, Tonbridge, TN12 7JE	Proposed extensions to existing house. Proposed internal and external alterations. Proposed car port. Proposed new vehicular access and closure of existing access with a hedge/vegetation. RESOLVED TO RECOMMEND: APPROVE
19/01093 Crittenden House Crittenden Road Matfield Tonbridge Kent	Alterations and extension to existing barns to convert the buildings into a 4-bedroom dwelling RESOLVED TO RECOMMEND: REFUSE REFUSE for lack of full information about this barn conversion.

10.4 Planning Comments submitted

19/00569 Little Court, The Green Matfield Tonbridge Kent, TN12 7JX	Creation of first floor on south-west wing, and single-storey side extension on eastern elevation, with front porch extension (amended scheme in respect of fenestration material alterations) PC RECOMMENDATION: APPROVE
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19/00788 Little Crossletts, Crook Road, Brenchley, Tonbridge, Kent, TN12 7BU	Construction of a garden lodge PC RECOMMENDATION: REFUSE This building is a new dwelling within the grounds of Little Crossletts which has just had a 72% cubic capacity increase in extension.
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10.5 Decisions by TWBC

19/00371 Chownings, Maidstone Road, Matfield, Tonbridge, Kent, TN12 7JG	Proposed first floor front extension; extension of existing side roof extension on south western roof slope, and addition of 1no. side roof extension on north eastern roof slope PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED
18/03937 Matfield Grove, Maidstone Road, Matfield, Tonbridge, Kent, TN12 7LF	Change of use from residential to care home PC RECOMMENDATION: REFUSE TWBC DECISION: GRANTED
19/00506 Lymons Bank Barn, Geddes Hill, Matfield, Tonbridge, Kent, TN12 7EA	Two storey front extension with Juliet balcony on south east elevation PC RECOMMENDATION: REFUSE TWBC DECISION: GRANTED
18/03827 Millbrook House, Pettebridge Lane, Matfield, Tonbridge, Kent, TN12 7LT	Erection of a summer house and associated ground works PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED

11. Clerk's Report

11.1 Minor Works

The Clerk outlined some works completed and reminded those present that the new website was now live.

11.2 Accounts payable in June for May invoices

1479 C Brooks	Part Salary May 2019	£777.26
1480 HMRC	Tax and NI May 2019	£657.39
1481 Brenchley Archive	Annual Grant 2019-2020	£1000.00
1482 Streetlights	First half maintenance contract	£258.07
1483 Rialtas Solutions	Y/E Accounts shutdown	£330.00
1484 David Izzard	Gardening	£31.25
1485 FLR Fencing	Fencing boundary at the Recreation Field	£1089.10

Standing orders and Direct Debits

SO C Brooks	Part Salary May 2019	£1000.00
SO Capel Ground Care	Mowing contract Jan 2019-Dec 2021	£796.00
DD Smart Pension	Pension May 2019	£190.79

The Clerk having provided the invoices for scrutiny, these accounts were approved for payment and would be authorised by Cllr. Sparkhall and Cllr. Grant.

12. Meetings attended, and reports by Councillors

Attached:

12.1 Road Safety Initiative Minutes – 30th April 2019

Cllr. Stevenson advised that the Group has identified a target list of seven key areas which will be included in a draft Highways Improvement Plan. An HGV survey is planned for Blind Lane.

12.2 Tenax Trust Minutes – 1st May 2019

These minutes would be referred to the Policy and Management Committee, to consider any further actions for the PC to take, including updating the Position Statement.

12.3 Matfield's Future Discussion points – 20th May 2019

The report had been circulated.

13. Representation on KALC Area Committee for Tunbridge Wells

RESOVLED for the Chairman and Vice Chairman to represent the PC on the KALC Area Committee for Tunbridge Wells

14. To be advised of urgent Business as may be previously notified

15. Date of next meeting – All attendees to diarise please

Provisional Planning Meeting Tuesday 18th June 2019, 7.30pm Matfield Pavilion
Policy and Management Committee Tuesday 25th June 10.30am, Matfield Pavilion
Full Council Meeting Monday 1st July 2019, 7.30pm Matfield Pavilion