

**MINUTES A MEETING OF BRENCHLEY AND MATFIELD PARISH COUNCIL ON MONDAY 4<sup>th</sup>  
FEBRUARY 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, 3 members of the public

**1. To accept apologies for absence**

The Council accepted apologies from Cllr. Grant who is on holiday and Cllr. Batty, for personal reasons.

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

The Minutes of the Planning Meeting of 22<sup>nd</sup> January 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 9 and left the room when it was discussed.  
Cllr. Woodley declared an interest in Planning application 18/03780 and did not participate in discussions.

**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.**

A resident expressed concerns regarding traffic safety around the potential new development on the Island Site, particularly near to the Rydon development onto Maidstone Road.

Cllr. Woodley commented that the developers, Fernham Homes, are holding a drop-in event about their proposals at the Pavilion on 12<sup>th</sup> February 2pm-8pm and that residents would be able to raise such concerns directly with the developers. The Clerk would direct the enquirer to details of the Rydon development.

**5. Chairman's Announcements**

None.

**6. Borough and County Councillor**

TWBC – Cllr. McDermott advised that the Council's Budget for the next financial year will be discussed at meetings this week. The Parish Council's precept requirement has already been received.

**7. Council Priorities (Standing Item)**

Verbal updates were provided from Councillors on any progress on agreed Council Priorities to 2020.

**Brenchley Playground**

Cllr. Sparkhall advised that the consultant working on the playground refurbishment would be starting work soon.

The fences on the southern and eastern boundaries of the field need replacing and the Clerk has so far obtained one quote with another awaited.

### **Matfield Green**

Cllr. Stevenson raised concerns about lorries parking on the new parking area and the Clerk had obtained a quote for small green signs stating that parking is for cars only. The Clerk advised that the Borough Council had not yet provided confirmation that these would be permitted in the conservation area.

**RESOLVED for four signs stating “Parking for cars only” to be erected at the back of the parking area, the cost having been approved at the Clerk’s discretion, on receipt of planning confirmation from TWBC.**

### **Porters Field**

Cllr. Mrs. Warner advised that there is encroachment of brambles onto the field reducing the open area though the trees look healthy and the play area is clear.

### **Traffic**

Cllr Wickham advised that Horsmonden PC have kindly offered their Speedwatch equipment to the PC as they are obtaining a new system. He outlined that a Facebook page has been set up “Brenchley and Matfield Understanding Road Safety” and that residents are encouraged to report accidents and near misses so that data can be collected.

### **Allotments**

Following the Council’s discussions regarding the Island Site at the planning meeting of 22<sup>nd</sup> January, Cllr Sparkhall suggested that it would be imprudent to outlay the £5k budget for the allotments. It was agreed that as the Fernham Homes planning application for this site is likely to be available by April no actions would be taken at the allotment site before then.

#### **7.1 Road Safety at Standings Cross**

Cllr Stevenson raised concerns about the dangerous parking on the junction at Standings Cross, particularly on Chestnut Lane and Maidstone Road outside The Poet. He had already approached Cllr. Mrs. Hamilton and it was agreed that Cllr Stevenson would join the members of the established Traffic Initiative for this specific area, with a view to accelerating a solution to this particular problem.

Cllr Stevenson will provide the Council with suggested actions to be progressed via the Clerk with TWBC and then KCC.

## **8. Planning and Development**

### **8.1 Neighbourhood Development Plan**

Cllr Warner raised concerns about the changing housing mix that has been publicised for the proposals to development the School site. Whilst the number of units appears to remain the same, the size of each unit appears to be increasing. Cllr Woodley commented that this query could be directed to the promoters of the scheme at the public meetings on 22<sup>nd</sup> and 23<sup>rd</sup> February.

### **8.2 To consider the following Planning Applications**

18/03512 Parsonage Farm, Brenchley Road, Brenchley, Tonbridge, Kent, TN12 7PA	Change of use from a rural building to a dwelling and erection of ancillary stable block  <b>RESOLVED TO RECOMMEND: APPROVE</b>
18/03703 Brick Kiln Piggeries, Chantlers Hill, Paddock Wood, Tonbridge, TN12 6LY	Demolition of existing commercial buildings and residential development comprising 8 no. dwellings.  <b>RESOLVED TO RECOMMEND: REFUSE</b> <b>If TWBC is minded to approve this application conditions should be set to ensure that this site is not extended and that there is a better mix of</b>

	<b>smaller dwellings.</b>
18/03533 Tong Farm Barn, 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) - External alterations to existing lean-to along with internal alterations to improve accessibility to main property.  <b>RESOLVED TO RECOMMEND: REFUSE</b> <b>We recommend refusal of this application due to excessive fenestration. The amount of windows added to this building would not respect its style, appearance in AONB, and neighbouring residents from light pollution and spillage.</b>
18/03977 Tibbs Court Farm, Tibbs Court Lane, Brenchley, Tonbridge, Kent, TN12 7AW	Conversion of two existing buildings to office use and redevelopment of remainder of site to provide 9 dwellings (revised scheme).  <b>RESOLVED TO RECOMMEND: APPROVE</b>
18/03780 Little Foxhole, Foxhole Lane Brenchley Tonbridge Kent	Demolition of existing extension and construction of new single-storey side/front  <b>RESOLVED TO RECOMMEND: APPROVE</b>
18/03610 Little Crossletts, Crook Road, Brenchley, Tonbridge, TN12 7BU	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>RESOLVED TO RECOMMEND: APPROVE</b>
18/03888 Woodlands, Petteridge Lane, Matfield, Tonbridge, TN12 7LT	Two-storey rear extension, including extension of roof extension on western roof slope, single-storey side porch extension; and the addition of a roof extension incorporating a balcony and timber screen on the eastern roof slope  <b>RESOLVED TO RECOMMEND: APPROVE</b>

### 8.3 Decisions by TWBC

18/02859 Burrs Hill Cold Stores, Horsmonden Road, Brenchley, Tonbridge, Kent	Conversion of agricultural barn to dwelling, including the erection of single storey garage/utility room. Amendments to include alterations to fenestration size and number and internal layouts (Amendments to previous applications 16/500286/FULL and 17/01153/FULL) <b>PC recommendation: Approve</b> <b>TWBC Decision: Granted</b>
18/03342 Windmill Cottage, Windmill Hill, Brenchley, Tonbridge, TN12 7NR	Extension to porch, construction of workshop and amendments to garage approved under 14/504343/FULL <b>PC recommendation: Neutral</b> <b>TWBC Decision: Granted</b>

18/03228 The Knowle, Knowle Road, Brenchley, Tonbridge, Kent, TN12 7DW,	Proposed single dwelling and removal of various redundant outbuildings. <b>PC recommendation: Approve</b> <b>TWBC Decision: Refused</b>
18/03609 Cromer, Foxhole Lane, Brenchley, Tonbridge, Kent, TN12 7EP	Demolition of existing garage, the erection of a rear single-storey extension and alterations to fenestration <b>PC recommendation: Approve</b> <b>TWBC Decision: Granted</b>

#### 8.4 Developer activity

Cllr. Mrs. Butler expressed the view that the Council is at liberty to express more site-specific concerns when developers approached the PC with their proposals. The Clerk had circulated guidance on pre-determination and Cllr. Butler commented that individual recommendations related to specific issues could still be provided as feedback, together with a generic response based on the Council's published position.

Cllr. Woodley agreed that as an elected body, the Council acts on behalf of the community and it would be remiss if specific concerns, including those raised by residents direct with the Council, were not passed on to developers. He outlined that the NDP Steering Group are continuing to engage with developers on issues such as scale and access and that the NDP policies would form the basis of additional responses, when approved by the Parish Council.

It was agreed that, for significant developments, the generic response (as recently sent to Fernham Homes) would form the basis of the Council's response to developers but that additional comments relating to a particular site would be added.

**RESOLVED for the Clerk to publicise a request for residents to provide their comments on emerging proposals direct to the Council.**

#### 9. Unregistered Land

Cllr de Guingand left the room.

Cllr. Woodley commented that the Council have endeavoured to ascertain ownership of the land at Cherrytrees and this remained unclear. Cllr Stevenson advised that Kent Highways do not own it and it would require someone with a better claim than the current owner of Cherrytrees to come forward to claim the land.

**RESOLVED for the Clerk to seek to register the land (two parking spaces outside Cherrytrees) as community parking spaces with Highways Rights for use by residents and visitors.**

**RESOLVED for the Clerk to seek to register the land between the roadside verge and the property in front of the Wheelwrights Arms as community parking spaces with Highways Rights for use by residents and visitors.**

#### 10. Website Demonstration

The Clerk advised that the new parish website is nearing completion and provided an opportunity for the Council to review the site and make comments before the sign-off of the project and launch of the website. A meeting with the website developer is planned on 11<sup>th</sup> February to finalise issues, and training for the Clerk on content management of PC pages. Ian McEwan had confirmed his willingness to continue as webmaster and Cllr. Mrs. Butler would also receive training on content management.

#### 11. Clerk's Report

##### 11.1 Minor Works

The Clerk provided a list of works recently undertaken including the replacement streetlight. Costs for the replacement lamps would be reviewed at the next meeting.

##### 11.2 Accounts payable for January 2019

1438 C. Brooks	Part Salary January 2019	£719.16
1439 HMRC	Tax and NI January 2019	£634.95
1440 EDF	Pavilion Electricity Oct 18 - Jan.19	£381.95
1441 Streetlights	Replacement of Column 3, Oakfield Road	£1410.00
1442 John Miles	Mowing at Cinderhill, Rec., St. Luke's	£498.00
1443 Business Stream	Water Matfield Pavilion Jul. 18-Jan. 19	£42.20
1444 EventBrite	KALC training – N. Marriot - Charity Law	£67.00
1445 EventBrite	KALC Training – G. Stevenson – Planning	£72.00
1446 Brian Stanley	Christmas Lights – electricity	£60.00
1447 Commercial Services	Mowing 2 <sup>nd</sup> half 2018	£2021.09
1448 Eon	Streetlight Electricity Oct. 18-Dec18	£128.72
1449 BT	Phone and Broadband Nov. 18 - Mar.19	£356.55

**Standing orders and Direct Debits**

SO C. Brooks	Part Salary January 2019	£1000.00
SO Capel Ground Care	Mowing contract Jan 2019 - Dec 2021	£796.00
DD Smart Pension	Pension January 2019	£186.40

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

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

Cllr. Stevenson and Cllr. Woodley attended a meeting with Victor Forson and John Antoniadis TWBC, and Ian Johnstone (KHWP), to discuss regularising the lease for Cinderhill.

The current lease is regarded as a business tenancy and therefore the PC has an automatic right to renew, at a peppercorn rent. The current lease excludes an area of land to the west of the site, and it has been requested that this area be included in a new lease. TWBC have agreed to remove the rubbish accumulated around the traveller site.

A new draft lease will be provided by TWBC for the Council to consider.

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

None

**14. Date of next meeting**

**Planning Meeting Tuesday 19<sup>th</sup> February 2019, 7.30pm Matfield Pavilion**  
**Full Council Meeting Monday 4<sup>th</sup> March 2019, 7.30pm Matfield Pavilion**