

MINUTES OF A MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY 3rd
SEPTEMBER MATFIELD PAVILION AT 7.30pm

Present:

Councillors C. Woodley (Chairman) presided, R. Wickham (Vice Chairman), J. Grant, A. de Guingand, Mrs. G. Warner, Mrs. L. Butler, D. Batty, K. Sparkhall, Ms C. Brooks (Clerk).

In Attendance

Borough Cllr. A McDermott, four members of the public

1. To accept apologies for absence

None.

2. To approve Minutes of the last meeting

Minutes of the meeting of 2 July 2018 were approved as an accurate record and duly signed by the Chairman.

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

Cllr de. Guigand declared an interest in Agenda item 10 and left the room when this item was discussed.

Cllr. Mrs. Warner declared an interest in the planning application for Becketts Grove Farm and did not contribute to the discussion.

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.

Mr. and Mrs. Farley, neighbours to the council-owned plot at Cooksfield, spoke briefly to introduce themselves; the matter was discussed under Correspondence, below.

Mr. Richard Beale commented on the good work the Parish Council has done at Brenchley War Memorial

He advised that proposals for the new school are in this month's edition of Roundabout, and that the CIC would like to meet with members of the PC to further discuss the project. It was agreed that the Clerk would liaise with the CIC to arrange this.

5. Chairman's Announcements

The Chairman advised that on 3rd August he had attended funeral of Wendy Jukes, wife of Cllr. David Jukes, Leader of TWBC.

Cllr. Woodley also advised that on 1st September he made a presentation of a £50.00 voucher, and a bouquet, to Terry Tester, to mark his 50 years as a butcher in the parish.

6. Scout Hut – to approve projects for 106 funding application

The Clerk reminded the Council that TWBC is currently holding Youth and Adult Recreation funds totalling £11,055.00 (expiring 24.05.23). The Scouts have requested that some of their projects for the refurbishment of the Scout Hut be paid for from these funds, which will require the Council's approval.

The Council felt that the opportunity to access these funds, which would have to be by application via the Clerk to TWBC, should be offered to the wider community before decisions were made. The Clerk would draft information to be publicised on this, to include a deadline for applications.

7. Finance Committee - to receive recommendations

Draft minutes from the meeting of the Finance Committee were circulated.

7.1 Insurance

The Clerk had circulated quotes from Came and Co., from three insurers: Inspire (AXA); Hiscox; and Ecclesiastical. Cllr. de Guingand had reviewed the comparison and it was suggested that a 3-year contract be made with AXA at £ £2,545.10 p.a., which is a slight reduction in the current premium

RESOLVED to accept the three-year agreement with Inspire (AXA)

8. Planning and Development

8.1 Neighbourhood Development Plan

Cllr. Sparkhall provided a report from the Steering Group and commented that the Group had not yet met with Feria to clarify work on the next phase of the NDP. The SG will meet next week. E-mail approval for the small increase in the budget of £1,473.00, mainly due to higher printing costs, had been agreed by Members.

8.2 To consider the following Planning applications

18/02474 Acorn House, Windmill Hill, Brenchley, Tonbridge, Kent, TN12 7NP	Loft conversion over the garage, changes to the front porch and upper floor rear bedroom extension RESOLVED to recommend Approval
18/02455 Building And Land At, Becketts Grove Farm, Sophurst Lane, Matfield, Tonbridge, Kent, TN12 7LH	Change of use and conversion of a farm building and associated curtilage to form a residential dwelling (Class C3) RESOLVED to recommend Approval

9. To receive items for information

9.1 Planning application recommendations submitted in August

18/02235 Homefield, Coppers Lane, Matfield, Tonbridge, Kent, TN12 7JE	Erection of a two-storey rear extension with internal alterations. PC Recommendation: Approve
18/02368 Woodside Watermans Lane Paddock Wood Tonbridge Kent	Demolition of existing rear extension and erection of a single-storey rear extension PC Recommendation: Approve
18/02427 11 Pixot Hill, Brenchley, Tonbridge, Kent, TN12 7BD	Single-storey side and rear extension, to create a larger kitchen/hallway/Utility and alterations to fenestration including replacement windows to front and rear elevations PC Recommendation: Approve
18/02452 Brookside, Hatmill Lane, Brenchley, Tonbridge, Kent, TN12 7AE	Erection of a single-bay detached garage PC Recommendation: Approve
18/02558 Matfield House, The Green, Matfield, Tonbridge, TN12 7JT	Siting of shipping container in corner of orchard PC Recommendation: Approve

The Council noted that these recommendations from the Planning Committee had been submitted.

9.2 Decisions by TWBC

18/00915 Moatlands Manor, Watermans Lane, Paddock Wood, Tonbridge, Kent, TN12 6ND	Change of use of land to equestrian, erection of a riding arena & stable block PC recommendation: Approve TWBC Decision: Granted with conditions
18/01191 Traditional Bespoke Furniture, The Old Stables, Cryals Road, Brenchley, Tonbridge, Kent, TN12 7AW	Installation of three attached containers for storage, spray-room and drying-room (Retrospective) PC recommendation: Neutral TWBC decision: Granted with conditions
18/01499 Chartfield Windmill Hill Brenchley Tonbridge Kent	New porch; partial removal of roof and replacement with additional floor and new roof. Partial double-storey rear extension and associated internal alterations. PC recommendation: Approve TWBC decision: Granted
18/01387 Tibbs Court Farm, Tibbs Court Lane, Brenchley, Tonbridge, Kent, TN12 7AH	Redevelopment of existing storage buildings to provide 9 dwellings, and conversion of two other buildings to provide offices. PC recommendation: Refuse TWBC Decision: Refused
18/01381 Pippins, Gedges Hill, Matfield, Tonbridge, Kent, TN12 7DU	Restoration and conversion of historic garden buildings to create 1no. dwelling and subterranean extension to vine house PC recommendation: Approve TWBC decision: Granted
18/01614 Land Between Long Leas And Pear Tree Cottage, Maidstone Road, Matfield, Tonbridge, Kent,	Variation of Condition 2 (Approved Drawings) of Planning Consent 17/01142/FULL (Erection of 20 No Dwellings, consisting of two x 1 bedroom apartments, seven x 2 bedroom apartments + houses, six x 3 Bedroom houses, five x 4 bedroom houses and associated development) - Variation in Design to plots 5-10 and 13-17 PC recommendation: Refuse TWBC Decision: Granted with conditions
18/01757 10 Church Close Brenchley Tonbridge Kent TN12 7AA	Removal of existing conservatory structure and construction of new kitchen, dining and family room extension with gym below with related alterations to the existing house PC recommendation: Approve TWBC decision: Granted
18/01880 Heath Cottage, Brenchley Road, Brenchley, Tonbridge, Kent, TN12 7PB	Variation of Condition 2 - (Approved Plans) of planning permission 18/00200/FULL - amendments to roof, removal of roof lights, changes to fenestration PC recommendation: Approve TWBC decision: Granted
18/01873 Broadview, Pixot Hill, Brenchley, Tonbridge, Kent, TN12 7BD	Erection of a detached dwelling house with associated car parking WITHDRAWN
18/02046 2 Tong Farm Cottages, Tong Road, Brenchley, Tonbridge, Kent, TN12 7HT	Replacement barn / garden store with timber framed building with natural clay-tiled roof for parking for electric car and tractor PC recommendation: Approve TWBC decision: Granted

18/02024 Kent Fire & Rescue Service, Former Matfield Fire Station, Maidstone Road, Matfield, Tonbridge, Kent	Erection of barn for secure storage in connection with Class B1 Business Use PC recommendation: Approve TWBC decision: Granted
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Cllr. Grant commented that the Council should be aware of potential contraventions of planning permission and should pass concerns on to TWBC, particularly where it may result in a retrospective application being lodged.

9.3 High Weald AoNB Management Plan Consultation

Members noted that the response to this consultation was submitted on 25 July 1018.

10. Unregistered Land in the Parish

Concerns have been raised by residents concerning the protection of unregistered land from absorption into the title of privately-owned properties. Legal advice is being sought generally on this issue; however information specifically on Cherrytrees and The Wheelrights Arms, both on Maidstone Road in Matfield, is being used as examples.

Following the resolution of the Council at its meeting on 2nd July, Members noted that the cost estimate for obtaining the said legal advice is £1,500.00 plus VAT (reclaimable). E-mail agreement by Members to this expenditure having been received, the Clerk has instructed Counsel to proceed. The advice should be received within 3-4 weeks.

It was agreed that the Clerk should inform Mr. and Mrs. Marshall, the licensees of the Wheelrights Arms, that this advice has been sought but that no other action is currently proposed.

11. Clerk's Report

11.1 Minor Works

The Clerk provided a report on various works around the parish, both recently completed and those in progress, notably the work on the pond, and parking at Matfield Green.

New tree on the Drying Ground

Mrs. Sadie Overy has planted a tree on the Drying Ground in memory of her son Ellis, as approved by the Council. A plaque will be added in due course.

Brenchley Playground

The Clerk confirmed that the PlaySafety report has been circulated to the Council. The Clerk and Cllr. Sparkhall will be meeting with a consultant regarding the necessary repairs to the playground, as identified in the report, on 7th September. S106 funding available Children's Play will be sought for enhancements to the playground (available amount £8,204.89); proposals would be considered by the Council. This will leave £4.3k from the Rydon Homes development, which in due course may be used on other play facilities in the parish.

11.2 Correspondence

Mr. and Mrs. Farley – re. Cooksfield

A letter had been received from Mr. and Mrs. Farley, with an offer to purchase the land in Sophurst Lane, which was bequeathed to the Council by Mr. Norman Cook.

It was discussed whether an independent valuation should be sought for its value on the open market, and for the special purchaser (being the neighbour). Cost estimate for this valuation is £350.00 plus VAT (Lambert and Foster).

The Chairman reminded the Council that Mr. Cook's Will states: "without creating any binding trust or obligation I express the wish that the Parish Council retain the land for the benefit of the local community and use it for social housing".

Cllr. Mrs. Warner felt that the executors would not wish for the land to be sold and that their views on what Mr. Cook would have wanted are important.

It was further felt that in order to fulfil Mr. Cook's wish (though this was not a binding covenant) it would be necessary to ascertain whether social housing would be possible on the site. A valuation survey would therefore be required.

RESOLVED that a valuation of the land be sought, and that the Clerk obtain the views of Mr. Cook's executors.

Mr. Mike Mackenzie's response to the Position Statement

The council received an e-mail from Mr. Mackenzie on 11st July, expressing his concerns about the Position Statement regarding the proposed re-development of Brencley and Matfield Primary School. The Chairman had subsequently discussed the issue with Mr. Mackenzie. However, it was agreed that a formal response from the Council would be issued, and Cllr Batty will provide a draft for the following meeting. The Clerk would accordingly advise Mr. Mackenzie.

The Clerk advised the Council that no response had been received the letter she had sent to Rydon Homes, requesting engagement on their development in Matfield.

The Clerk also advised that no response had been received from the Chairman of Royal Mail; she had written to express the Council's concerns on the failures regarding the siting of post-boxes. The Clerk will investigate whether there is an Ombudsman that can assist with the matter.

11.3 Accounts payable

Accounts paid in August (invoices scrutinised at the Finance Committee Meeting on 30th July and authorised thereafter by Cllrs Woodley and Batty).

C Brooks	Part Salary July 2018	£600.81
HMRC	Tax and NI	£566.81
David Buckett	Internal Audit	£352.00
RoSPA	Playground Inspection	£105.00
Knights Joinery	Repair to Pavilion Door	£115.00
Eon	Street Lighting	£125.98
Brencley Archive	Grant	£1000.00
Barbara Levy	Copyright for use of Siegfried Sassoon Poem	£50.00
Business Stream	Water, Matfield Pavilion May-Jul 2018	£13.82
BT	Phone, mobile and Broadband May-Sept 2018	£351.42
Ian Avery	Handyman work around Parish	£48.00
TWBC	Public conveniences	£10,814.74
(payment of this was effected on 7 September 2018)		

Standing orders/DD

C Brooks	Part Salary July 2018	£1000.00
Smart Pension	Pension July 2018	£173.89

Accounts payable for September

1346 C Brooks	Part Salary August 2018	£681.03
1347 HMRC	Tax and NI	£569.41
1348 TMS	Traffic leaflet	£132.00
1349 PWCAC	Annual Community Grant	£2000.00
1350 David Izzard	JVMG/Recreation Ground gardening	£87.50
1351 Commercial Serv	1 st half invoice for mowing	£3392.86
1352 TMS	NDP Workshop documents	£48.00
1353 SLCC	Clerk's Membership	£208.00
1354 L van Oorschot	Refund – Pavilion booking	£70.00
1355 TMS	NDP printing	£67.54
1356 KCC	KHWP re Cinderhill	£4660.00

1357 BeSure	Alarm repair – Pavilion	£206.97
1358 EDF	Electricity – Pavilion May-Aug 2018	£172.36
1359 KALC	Chairmanship Conference – C Woodley	£72.00
1360 KALC	Clerks Conference	£72.00
1361 Neville Edwards	Brenchley sign post oak beam	£250.00

Standing orders/DD

C Brooks	Part Salary Aug 2018	£1000.00
Smart Pension	Pension July 2018	£165.18

These accounts were approved and would be authorised by Cllr. Sparkhall and Cllr. Mrs. Butler.

12. Meetings attended, and reports by Councillors

Cllr Grant commented that a recent diversion of traffic from the A21 through the village had raised many safety issues, particularly in Brenchley High Street. Cllr. Mrs. Warner was asked to liaise with the Police, to ensure that when re-routing is planned a PCSO is available to direct traffic, and also that the frequency of the re-routing is recorded.

Cllr. Woodley reported on the preparations that are being made to mark the centenary of the Armistice. The Council will be participating in the traditional Services of Remembrance and will be laying wreathes at both War Memorials. A wreath would also be displayed at Matfield Pavilion.

There will be a display of archives and memorabilia: at All Saints' on November 8th and 9th; at Matfield Village Hall on November 10th and 11th; and at St. Luke's on November 12th and 13th. This is being organized by volunteers.

There will also be a special event to commemorate the Armistice. This will be called "The Full Measure of Devotion" (a quotation from Abraham Lincoln's Gettysburg Address) and will be held in Matfield Village Hall, during the early evening of November 11th. This event, which will be a ceremony of words and music, is being organized by a group of twelve volunteers, co-ordinated by Mrs. Chris Klempau, representing Matfield W.I. Cllr. Woodley advised that there is an opportunity for councillors to participate in the event by presenting readings.

After the event there will be refreshments at the Pavilion, provided by the Love Matfield Society. This will be followed by the lighting of the Beacon, at 7.30, as part of the national commemoration.

13. To be advised or urgent Business as may be previously notified

Cllr. McDermott advised that he and Cllr. March will be holding a surgery, at Matfield Pavilion between 4pm and 7pm on Tuesday 2nd October; they will publicise this locally.

In reply to an enquiry from Cllr. Butler, he also advised that the removal of bottles from the area around the recycling banks at Brenchley Memorial Hall was being progressed, and that TWBC had obtained a further lorry for collections. It was hoped that this would address the current problems, by the end of October. He confirmed that there will be glass door-step collections from next year, and therefore the bottle banks would be removed. There will be a charge for the collection of garden waste of £52.00, per bin, per annum, to householders.

Cllr McDermott further advised that KCC would shortly be running a data-check on traffic congestion at Kippings Cross.

It was noted that on 14th December the Rt. Hon. Greg Clark, M.P., will be holding a surgery at Brenchley Memorial Hall.

14. Date of next meeting

Provisional Planning Meeting Tuesday 18th September 7.30pm Matfield Pavilion
Full Council Meeting Monday 1st October 2018, 7.30pm Matfield Pavilion