

MINUTES OF A MEETING OF BRENCHLEY AND MATFIELD PARISH COUNCIL ON MONDAY 2nd MARCH 2020
AT MATFIELD PAVILION AT 7.30pm

Present: Councillors C. Woodley (Chairman) presided, Mrs. G. Warner, K. Sparkhall, G. Stevenson, D. Batty, A. de Guingand, Ms. C. Brooks (Clerk)

In attendance: Cllr. A. McDermott (TWBC), Cllr. Mrs. S. Hamilton (KCC), Four members of the public

1. To accept apologies for absence

The Council accepted apologies from Cllr. Mrs. Butler, Cllr. Wickham and Cllr. Grant.

2. To approve Minutes of the last meeting

The draft minutes of the meeting of 3rd February 2020 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

None.

4. To adjourn to allow public participation

The four attendees indicated their interest in observing the discussion on particular planning applications.

5. Chairman's Announcements

The Chairman reminded the Council of the Information event for Prospective new Parish Councillors at the Pavilion, at 7pm, on Thursday 5th March.

6. Borough and County Councillor

Cllr. Mrs Hamilton would now only attend every other PC meeting, so that she can attend that of Horsmonden PC in the intervening months.

KCC

Cllr. Mrs. Hamilton advised that KCC continue to work on potholes, and there is a multi-agency review of the drainage problem at Kippings Cross, which continues to cause many problems.

TWBC

Cllr. McDermott advised that several bins were not collected on the scheduled day, in two areas of the parish, and that TWBC were taking this up with the Contractor.

At the Parish Chairmen's meeting on 17th March, Steven Baughen, Head of Planning at TWBC, will be speaking about NDPs, and giving an update on the DLP. It would be worthwhile for Planning Leads to attend.

Cllr. Mrs. Warner asked for an update as to the Borough's publication of the figures for their five-year supply of land for housing, which annually should be in April. Cllr. McDermott advised that this would be unlikely to be met, but that if it is reached mid-year TWBC will advise parishes.

The issue would be on the agenda for the KALC Area Committee, on 11th March.

7. Clerk's Interim Appraisal

A report from Employment Panel was discussed:

RESOLVED: that the Council gives consideration to adopting a Protocol for regulating the relationship between councillors and employees, and that the Policy and Management Committee be requested to provide a draft for such a Protocol.

RESOLVED: that the Clerk's salary be uprated in line with the national pay award, from April 1. If an agreement is not reached until after that date, the uprating would be back-dated.

RESOLVED: that there be a full review of the Clerk's post, in August, as agreed by the Council on September 4, 2017.

RESOLVED: that the Clerk be allowed to carry forward five days of Annual Leave.

8. Cooksfield

Cllr. Stevenson outlined some options for the Council concerning how best to make use of this piece of land in Sophurst Lane including: as a smallholding; as allotments; and options for its sale, either to adjoining properties or as a development plot.

RESOLVED: that the Clerk instruct Shefford's (Sevenoaks) to carry out an initial free appraisal of the property, to ascertain planning potential.

**9. Planning and Development
9.1 Planning Applications**

<p>20/00022 The Nurseries, Pralls Lane, Matfield, Tonbridge, Kent, TN12 7DX</p>	<p>Demolition of existing outbuildings and erection of detached dwelling with separate garage. Installation of new private access - associated hard and soft landscaping. RESOLVED TO RECOMMEND: REFUSE</p> <p>The proposal is not considered to be sustainable development, and the adverse impact this new house (with associated domestic paraphernalia) on this old tennis court site would significantly and demonstrably outweigh the benefits. The access road is a Public Footpath WT275. Due to location of the site and the nature of the routes to facilities, future residents are likely to use private cars for the majority of trips. The site is outside LBD. The proposal fails to comply with the NPPF 2019, saved policy LBD1 of the TWBC Local Plan 2006 and TWBC's Core Strategy 2010</p>
<p>20/00131 Pear Tree House, Crook Road, Brenchley, Tonbridge, Kent, TN12 7BS</p>	<p>Demolition of existing dwelling; Partial demolition of outbuilding and erection of a replacement dwelling and detached garage. RESOLVED TO RECOMMEND: REFUSE</p> <p>Due to previous concerns identified by the PC over the lack of modesty of the proposed dwelling and the change in character this represents, together with the large size of the footprint in the context of the plot. The extra fenestration proposed will and have an increased impact on neighbours.</p>
<p>19/03079 Summerford Oast The Green Matfield Tonbridge Kent</p>	<p>Single-storey rear and side extension; alterations to fenestration RESOLVED TO RECOMMEND: APPROVE</p>
<p>20/00090 Oaklands , Bramble Reed Lane, Matfield, Tonbridge, TN12 7ET</p>	<p>Demolition of existing detached garage and, erection of a replacement garage building with ancillary accommodation above; part two-storey, part single-storey infill extension to the side/rear; alteration of materials and, raised decking to the side and rear. RESOLVED TO RECOMMEND: APPROVE with the condition that the home accommodation above the garage cannot be used for residential purposes.</p>

20/00115 Bassetts, Hastings Road, Matfield, Tonbridge, Kent, TN12 7HE	Erection of barn to house biomass boiler and associated plant (retrospective) RESOLVED TO RECOMMEND: NEUTRAL with a request that the enforcement notices be followed up to ensure compliance, tests are performed to assess the adequacy of the acoustic fence, and the environmental officer examines usage of the biomass boiler and the potential pollution it generates.
20/00275 3 Hayes View, Bramble Reed Lane, Matfield, Tonbridge, Kent, TN12 7ET	Erection of a two-storey rear extension and raised patio RESOLVED that Cllr. Batty provides the recommendation to the Clerk following a review of the neighbour comments recently posted.
20/00396 Land Off Spout Lane Brenchley Tonbridge Kent	Demolition of the existing residential garage; replacement with a three-bedroom residential dwelling with associated parking and landscaping. RESOLVED TO RECOMMEND: REFUSE The footprint of the proposed dwelling represents a significant increase to the footprint of the existing garage it replaces, and is also large in the context of the neighbouring properties. For this reason it does not “conserve or enhance” the AONB, which is the threshold which must be met.

Cllr. Mrs. Warner noted that the Council was not receiving the decision-notice of planning appeals. Cllr. McDermott agreed to ensure that the reports are forwarded to the PC.

9.2 Neighbourhood Development Plan

Cllr. Sparkhall advised that the Draft NDP document has been published and the deadline for comments has been set for 20th March.

9.3 Decisions by TWBC

19/02648 Broad Oak Manor, Windmill Hill, Brenchley, Tonbridge, Kent, TN12 7NP	Removal of existing porch on side elevation; Removal of existing garage and construction of new garage and workshop; single storey side and rear extension; First-floor rear and side extension; alterations to fenestration; internal and external alterations; Alteration to existing entrance drive/crossover and new gates/wall; enlargement of south terrace and addition of steps PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED
19/02746 Curtis Cottage, Tong Road, Brenchley, Tonbridge, Kent, TN12 7HT	Removal of storage and lean-to structure; proposed conversion and extension of existing stables and extension to provide 3-bed dwelling PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED
19/02753 The Wheelwright Arms, The Green, Matfield, Tonbridge, Kent, TN12 7JX	Conversion of existing public house to 3 No. self-contained residential units, including studio ancillary to plot 3. PC RECOMMENDATION: REFUSE TWBC DECISION: REFUSED

19/02896/OUT Lindisfarne Autos, Petteridge Lane, Matfield, Tonbridge, Kent, TN12 7LP	Outline (Appearance and Landscaping Reserved): Demolition of existing buildings and construction of three dwellings, plus creation of new access adjacent to existing PC RECOMMENDATION: REFUSE TWBC DECISION: REFUSED
19/03354 Rose & Crown Cottage, High Street, Brenchley, Tonbridge, Kent, TN12 7NQ	Proposed two-storey side extension, roof accommodation extension and garage conversion PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED
19/03490 Brackenmore, Cryals Road, Matfield, Tonbridge, Kent, TN12 7HL	Demolition of existing lounge and erection of a single-storey side extension, single-storey front porch and extension to roof with dormers and windows PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED
19/03544 Burrs Hill Farm Horsmonden Road Brenchley Tonbridge Kent	Provision of an area of hardstanding PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED
19/03495 Pond House Cuckoo Lane Brenchley Tonbridge Kent	Proposed extensions to existing dwelling comprising a two-storey side extension, a first-floor extensions adding dormers to the front and rear as a revised scheme to the previous approval (19/00497/FULL). PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED
19/01627 Scurrays, Petteridge Lane, Matfield, Tonbridge, Kent, TN12 7LT	Removal of conservatory and replacement with a new two-storey and part single-storey extension including Juliet balcony and dormer; new dormer window to the north-east elevation and new first-floor window to south-west elevation PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED

10. Clerk's Report

10.1 Accounts payable

1613 C. Brooks	Part Salary February 2020	£658.90
1614 HMRC	Tax and NI February 2020	£567.88
1615 P. Horn	Salary February 2020	£609.66
1616 PPLPRS	VE Day Music License	£134.57
1617 TMS	Computer consultation/connection re RFO	£162.00
1619 Lynne Butler	Reimbursement NDP Expenses	£29.11
1620 David Izzard	JV Gardening	£25.00
1621 Knockout Print	Printing of NDP booklets	£184.50

Credit Card Payment

1618 EDF Energy	MatPav Electricity October to February 2020	£459.20
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Standing Orders and Direct Debits

SO C Brooks	Part Salary January 2020	£1000.00
SO Capel Ground Care	Mowing Contract Jan 2019-Dec 2021	£796.00
DD Smart Pension	Pension January 2020	£176.85

The RFO had provided invoices for scrutiny at the meeting. These accounts were approved and would be authorised by Cllr. Mrs. Warner and Cllr. Sparkhall.

11. Meetings attended, and reports by Councillors

The Clerk advised that she and Cllr. Mrs. Butler had attended a meeting at St. Luke's Churchyard, with the Church Warden, Rev. Andrew Axon, and two representatives from the Borough Council, to discuss how the PCC, TWBC and Parish Council can work together to ensure the upkeep of the churchyard.

Cllr. Woodley and Cllr. Sparkhall attended a working party for the VE Day 75 celebrations and are compiling the relevant documentation for the TWBC EventApp. Preparations for the event are progressing well.

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

None

13. Date of next meeting

Provisional Planning Meeting Tuesday 17th March 2020, 7.30pm, Matfield Pavilion

Full Council Meeting Monday April 6th 2020, 7.30pm Matfield Pavilion

14. Closed Session - to approve a motion to exclude the public from this agenda item as containing information of commercial sensitivity regarding a proposed development in the Parish.

Cllr. Woodley moved a motion, duly seconded by Cllr. Batty, to exclude the public from this agenda item, due to its confidential nature. The justification for a closed session being on the basis of commercial sensitivity and that discussing the matter in public may undermine the process or prejudice the public interest and thereby potentially damage the relationship between the PC and commercial bodies.

The motion was unanimously agreed.

RESOLVED: to thus exclude the public.