

MINUTES OF A MEETING OF BRENCHLEY AND MATFIELD PARISH COUNCIL ON MONDAY 3rd FEBRUARY 2020 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, D. Batty, J. Grant, Ms. C. Brooks (Clerk), Mrs. P. Horn (RFO)

In attendance: Cllr. A. McDermott (TWBC), Cllr. Sarah Hamilton (KCC), Lady E. Akenhead (Member of the NDP Steering Group), 2 members of the public

1. To accept apologies for absence

The Council accepted apologies from Cllr. de Guingand.

2. To approve Minutes of the last meeting

The Minutes of the meeting of 6th January 2020 were agreed as a true 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 applicant for Burrs Hill applications spoke in favour of his application.
A neighbour at Burrs Hill spoke regarding the above application.

5. Chairman's Announcements

Cllr. Woodley welcomed Panetta Horn, the Council's newly appointed Responsible Financial Officer, and wished her every success in her role.

The Chairman confirmed that the date of the Annual Parish Meeting would be Wednesday 29th April, at Matfield Village Hall.

The Chairman reiterated that an information event for prospective new Parish Councillors would be held at the Pavilion on Thursday 5th March at 7pm.

The Chairman confirmed the date of Matfield Fete as Saturday 4th July.

The Chairman had received a message from Enid Wells advising that the O Club is shortly to close.

The Chairman had accepted an invitation from Pembury PC to speak at their APM, regarding Neighbourhood Planning.

6. Borough and County Councillor

TWBC – Cllr. McDermott advised that work on the new Cultural Hub, the Amelia Scott Centre, has started and is planned for completion by Autumn 2021, and that work on the Cinema site in central Tunbridge Wells is shortly to commence.

Some further concerns regarding the new refuse collection contract were being examined.

KCC – Cllr. Mrs. Hamilton would liaise with Cllr. Stevenson further regarding issues raised in the HIP.

7. Planning and Development

7.1 Planning Applications

19/02804 Land To The Rear Of The Castle Inn, Crook Road, Brenchley, Tonbridge, Kent, TN12 7BN	Erection of 7 new dwelling houses (4no. 3 Bedroom and 3no. 2 Bedroom) with new turning head, associated parking and re-alignment of access road. RESOLVED TO RECOMMEND: APPROVAL subject to the following Conditions <ul style="list-style-type: none">• KCC Highways are satisfied with the revised access engineering.• Roof tiles for all units should be clay.
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	<ul style="list-style-type: none"> • Boundaries should be hedges of native species, and picket or post and rail fencing. • Street-lighting should be low-level lighting.
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 RESOLVED TO RECOMMEND: APPROVE
19/03543 Burrs Hill Farm, Horsmonden Road, Brenchley, Tonbridge, Kent,	Extension to an existing cold-store building RESOLVED TO RECOMMEND: APPROVE with the following conditions: (a) If this fruit business should for whatever reason cease trading and the buildings are no longer used/required for the proposed purpose, the farm buildings are taken down/removed and the land remains in AONB rather than becoming a designated brown field site. (b) We suggest a light spillage restriction, and appropriate screening of the farm buildings. (c) We suggest restricting work at the buildings to normal working hours but taking into consideration peak harvesting of the fruit. (d) Protection of ground waste (e) Appropriate limit of access vehicles.
19/03544 Burrs Hill Farm Horsmonden Road Brenchley Tonbridge Kent	Provision of an area of hardstanding RESOLVED TO RECOMMEND: APPROVE With the same conditions placed on the above application.
19/03448 The Barn, Invictas, Gedges Hill, Matfield, Tonbridge, Kent, TN12 7DU	Change of use of barn to residential RESOLVED TO RECOMMEND: REFUSE taking into consideration the Principal Conservation Officer's opinion dated 1st November 2019.
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). RESOLVED TO RECOMMEND: APPROVE
19/03489 Chestnut Cottage, Palmers Green Lane, Brenchley, Tonbridge, Kent, TN12 7BH	Demolition of single-storey rear extension and erection of replacement single-storey rear extension; erection of first floor rear extension and replacement front porch RESOLVED TO RECOMMEND: APPROVE
19/03651 Moatlands Manor, Watermans Lane, Paddock Wood, Tonbridge, Kent, TN12 6ND	Demolition of large outbuilding currently containing a single dwelling and ancillary storage for Moatlands Manor (but with extant planning permission for a total of three dwellings) and erection of three new build detached homes on the site frontage; demolition and replacement of a secondary garage to be retained in connection to Moatlands Manor RESOLVED TO RECOMMEND: REFUSE In 2010 and 2018 permission was given under Policy H13 – conversion of rural buildings to residential, providing that the building was capable of conversion without extensive alteration or re-building and/or extension. This stable block building was converted and now this application is requesting demolition of these rural buildings. The 19th

	Century landscape will be irrevocably changed. Outside LBD. Three new dwellings will be unsustainable with no local amenities within walking or cycling distance.
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7.2 Draft Neighbourhood Development Plan

Lady Akenhead (Member of the NDP Steering Group) joined the Council for this Agenda item.

Cllr Sparkhall outlined the progress of the NDP as it related to the Draft Local Plan and the Council discussed the draft NDP broadly.

RESOLVED to approve the draft Neighbourhood Plan as a basis for further consultation with the community.

RESOLVED to agree a public consultation prior to finalising the Regulation 14 draft, with the details of the process being left to the Steering Group subject to any steer that the PC may wish to provide.

RESOLVED to request the Steering Group to prepare the Regulation 14 draft for consideration by the Council at its meeting on 4th May.

7.3 NDP Steering Group Terms of Reference

Cllr Woodley outlined small changes in the Terms of Reference.

RESOLVED to adopt the Terms of Reference for the Neighbourhood Plan Steering Group, as amended.

7.4 Assets of Community Value

Cllr. Stevenson broadly detailed the process of applying for the registration of Assets of Community Value, and the Council discussed this option with reference to the Wheelwrights Inn.

RESOLVED that the Clerk and Cllr. Stevenson obtain information on the process for designating Assets of Community Value and that Cllr. Stevenson subsequently provides the Council with a recommendation.

7.5 Decisions by TWBC

19/02898 The Knowle, Knowle Road, Brenchley, Tonbridge, Kent, TN12 7DW	Creation of new access road; creation of new island within existing pond with the partial infill of a pond to the east of the site (Part-Retrospective) PC RECOMMENDATION: NEUTRAL TWBC DECISION: REFUSED
19/03224 Black Path Cottage Brenchley Road Matfield Tonbridge Kent	Variation of condition 2 (Approved Plans) of Planning Permission 19/00866/FULL (Erection of a detached three bay timber barn with access from the existing farm track) - Location alteration, roof/finish details. PC RECOMMENDATION: REFUSE TWBC DECISION: REFUSED
19/03136 Southolme, Brenchley Road, Matfield, Tonbridge, Kent, TN12 7PR	Extend an existing drop kerb by an additional two dropped kerbs. PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED
19/02813 Springfield Orchard Barn, Maidstone Road, Matfield, Tonbridge, Kent,	Conversion of part of an existing barn to form a self-contained 2-bedroom property. PC RECOMMENDATION: APPROVE TWBC DECISION: GRANTED

19/03295 The Old Cold Store, Burrs Hill Yard Horsmonden Road Brenchley Tonbridge Kent	Variation of Condition 1 and Condition 11 of 19/01347/FULL - Change of windows on side elevation to top hung windows PC RECOMMENDATION: NEUTRAL TWBC DECISION: GRANTED
19/03122 Highlands, Chantlers Hill, Paddock Wood, Tonbridge, Kent, TN12 6LU	Erection of 2no. 5-bedroom chalet bungalows, with parking and shared access PC RECOMMENDATION: REFUSE TWBC DECISION: REFUSED

8. Clerk's Report

8.1 Minor Works

The Clerk provided a list of works recently undertaken.

8.2 Christmas Charity Donation

The Clerk advised that the amounts collected for the Hospice for Switch-On night £195.88, and for the Carols £1000.31, giving a total raised of £1196.19.

8.3 Conditions of Use for Matfield Pavilion

The Clerk advised that the hourly fee for the hire of Matfield Pavilion had been confirmed by the Council in November. It was agreed that the full Terms of Use would be reviewed later in the year.

8.4 Correspondence

Martin Hull re. Orchard site

An approach from a developer regarding the proposed site behind Matfield House was discussed. It was agreed that a draft protocol to govern the Council's engagement with developers (and their agents) would be drafted by the Policy and Management Committee.

RESOLVED for the Clerk to offer that the Council meet, in closed session, with KLV Ltd. regarding proposals for the Orchard Site.

Kent Downs AONB Tree Packs

An offer to purchase trees packs was declined.

TWBC

A response to the Parish Council's Complaint regarding the TWBC Planning Meeting was discussed.

RESOLVED for the Clerk to request what action TWBC will take to improve matters for the public participation at Planning Meetings.

8.5 Accounts payable

1595 C Brooks	Part Salary January 2020	£655.50
1596 HMRC	Tax and NI January 2020	£567.68
1597 A de Guingand	Reimbursement Keys for Pavilion	£107.45
1598 Lindsay Frost	Planning Consultancy re Island Site	£300.00
1599 EoN	Street Light Electricity Oct-Dec 2019	£173.47
1600 Rialtas	Accounts software licence for RFO	£28.80
1601 Kent County Council	KHWP Cinderhill Apr 19- Mar 20	£3500.00
1602 Dan Baker	Dimplex service at Matfield Pavilion	£100.00
1604 Kentec	Barriers for Christmas Events	£161.76
1605 BT	Phone and Broadband Nov 19-Mar 20	£339.14
1606 FLR Fencing	Removal of Christmas tree	£75.00
1607 FLR Fencing	Repair to fence at Brenchley Rec	£225.00
1608 James Beach	Garden Barber – covering allotments	£45.00
1610 ACRK	Membership Apr 20-Mar 21	£80.00
1611 CP Groundwork	Fence JVMG/Old Palace	£240.00
1612 CP Groundwork	Fence JVMG/Little Portobello	£420.00

Credit Card payment

1609CC Currys PC World	Laptop and Office 365 for RFO	£461.00
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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 December 2019	£176.85

The Clerk provided invoices for scrutiny at the meeting. These accounts were approved and would be authorised by Cllr. Mrs. Butler and Cllr. Grant.

9. Meetings attended, and reports by Councillors

Cllr. Stevenson had met a resident in the Tong Lane area to discuss traffic concerns; these would be addressed with Cllr. Hamilton. Cllr. Stevenson advised that a training session on the Speedwatch system had taken place last week and that advertisements for more volunteers had been posted.

10. To be advised of urgent Business as may be previously notified**11. Date of next meeting**

Provisional Planning Meeting Tuesday 18th February 2020, 7.30pm, Matfield Pavilion
Full Council Meeting Monday March 2nd 2020, 7.30pm Matfield Pavilion