

**MINUTES OF A FULL MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY
6th MARCH 2017 IN MATFIELD PAVILION AT 7.30pm**

Present

Chairman C Woodley presided, Vice Chairman R Wickham, Cllrs J Grant, A deGuingand, Mrs L Butler, Mrs G Warner, Mrs N Marriott. Clerk M Powell. Borough Cllr A McDermott. No members of the public.

No Item**1 To accept apologies for absence**

Cllr D Batty for work commitments.

2 To approve Minutes of the last meeting

2.1 Approve minutes of the planning meeting of 21st February 2017

Resolved: - To accept the minutes as accurate. The Chairman then duly signed them.

3 To record declaration of Interests on any item on the Agenda

Members were reminded that if any have a ***prejudicial*** interest in an agenda item, this should be declared at the start of the meeting.

Personal interests could be declared at this point or, alternatively, could be declared at the time a specific item is being discussed if that member wishes to speak on the item in which s/he has a personal interest. In case of doubt about such an interest Councillors have been advised to contact the Monitoring Officer before the meeting.

4 To adjourn to allow public participation

None

5 To consider the following planning applications.

5.1 **17/00274** 9 Church Close Brenchley

Single storey rear extension

Resolved: - To recommend approval

5.2 **17/00568** Walters Farm High Street Brenchley

Installation of 3 Velux conservation roof windows to first floor accommodation

Resolved: - To recommend approval

5.3 **17/00304** Heath Cottage Brenchley Road Brenchley

Listed Building consent - First floor side and rear extension

Resolved: - To recommend approval

6 To receive items for information**6.1 Decisions by TWBC**

6.11 **16/07358** Warren End Petteridge Lane Matfield

Conversion of a building from use for storage of commercial equipment 9 within class B8 of the Town and Country Planning and the keeping of a horse to use as a single dwelling, removal of shipping containers and a mobile home, landscaping and ecological enhancements.

Recommendation-Approval Decision-Approval

6.12 **16/07816** Lower Broad Oak 1 Broad Oak Brenchley

Demolition of conservatory and single storey rear extension

Recommendation-Approval Decision-Approval

6.13 **16/07820** Tanglewood Foxhole Lane Brenchley

Single storey side/rear extension with basement

Recommendation-Approval Decision-Approval

6.14 **16/07873** Matfield House, The Green Matfield

Remodelling of fireplace by installing new Jetmaster multifuel open fire

Recommendation-Approval Decision-Approval

- 6.15 16/07607 All Saints Church Brenchley**
Change of use from agricultural land to churchyard cemetery or similar use.
Recommendation-Approval Decision-Approval

6.2 Advertising for Clerks vacancy

The vacancy has now been advertised in the Courier, The Tunbridge Wells Times, Roundabout, BandM News and on the KALC website. The Clerk reported that nine responses to the advert had been received so far but only two had sent a CV.

6.3 Inn Store

The Inn Store is due to close at the end of March. It was reported that there had been a response from the community and a local resident was trying to organise a rescue.

6.4 Davis Builders and Lewis Onions Solicitors

In 2015 the PC made its final retention payment on the Pavilion rebuilding in the sum of £5314.02 plus VAT. Davis Builders had previously gone into liquidation. This payment was at the instructions of Mr Charlton, Managing Director of Davis, made to the offices in Hawkhurst, previously used by Davis. The business was taken over by Mr Stretton, Davis's former works foreman and site supervisor. Lewis Onions has sent a demand for repayment of this money as they claim it was banked by Mr Stretton. The Clerk has replied to the demand to refute it and to advise the PC will defend itself robustly should they persist. A series of emails has been circulated to Cllrs. The PC agreed to await any outcome before deciding on further action.

6.5 Moles

Mr King has reported that four moles were caught on the drying ground and a further one outside the pavilion. His account is below.

7 Decisions required**7.1 St Luke's Church**

A request to use Matfield Green for an outside combined service for the churches of Matfield, Brenchley, Lamberhurst and Horsmonden on 30th July.

Agreed: - That the Churches were very welcome to use the Green subject to the usual provisos of ensuring parking was in the appropriate places, that any litter was removed etc.

7.2 Councillor Resignation

Cllr Ian McEwen has resigned with immediate effect from 24th February 17. The Chairman advised he had written to thank him for his invaluable past work. Cllr Batty had agreed to take on the role on the Finance sub-committee and Cllr Mrs Butler will join the policy Group. Ian McEwen has agreed to continue as webmaster until alternative arrangements can be made.

7.3 Parish Plan

Consideration of the preparations for the conversion of the PP survey and its analysis to the creation of an overall plan is required. It was agreed to await the outcome of the meeting on the 25th of March to judge the appetite of the community for further work or whether to simply build the statistics generated by the survey into its own future planning. It was obvious that some ideas proposed were easily addressed whilst others would take longer. Cllr Grant advised that although there appeared to be 540 submissions to the survey these included partial submissions. There were only 490 actual complete surveys completed being just 21% of the electorate, which was barely statistically acceptable.

Agreed: - that a further budget for the plan should be set at £500.00

7.4 Annual Parish Meeting

Arrangements for the APM need consideration and suggestions for speakers and topics are requested. Cllr Mrs Butler was happy to prepare the posters and Cllr deGuingand would organise refreshments.

8 Correspondence

8.1 Samaritans

A request for a grant.

Resolved: - To agree a donation of £250.00

8.2 Air Ambulance

Request for a grant of £250

Resolved: - To agree a donation of £250.00

8.3 Proposed Caravan site in Fairmans Lane

A letter from residents in Fairmans Lane enclosing a copy of a proposal from the Caravan Club. In it they object to a proposed site to cater for a maximum of five caravans or motorhomes at any one time. Cllr Mrs. Warner had been in touch with the Caravan Club and at this stage for various reasons it was unlikely they would proceed with the application.

8.4 Litter Bins at Brenchley Playground

Complaints that the bin is regularly overflowing in Brenchley playground and that a bin with lid is felt necessary by Matfield Pavilion. The Clerk would contact TWBC to remind them to empty the bin and to research some suppliers of bins. A sign was proposed asking residents to respect the land and keep the litter in the bins provided.

9 Meetings attended and reports by Councillors

9.1 Pavilion Management Committee

The PMC met on 27th February. Cllr deGuingand reported that the meeting had highlighted a list of maintenance issues that required attention. The hob in the kitchen had a ring that was unsatisfactory and a 13a socket intermittent. A financial report was considered and as a result it was agreed to increase the hire charge from £25 to £35 per session. Arrangements would also be made for online access to the pavilion bank account.

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

10.1 Brenchley Charities

The Clerk advised problems were being experienced with the banking arrangements as when the accounts were opened with Barclays they were named Brenchley Council and new regulations prevent the acceptance of cheques made payable to any other name. The Bank had proposed that new accounts were opened but it seemed pointless to do this in the name of the present Clerk and should wait until a successor had been recruited. An alternative suggestion was that the accounts be closed and the monies transferred to BPC, ring-fenced for their intended use. The Clerk would explore the legalities of this.

11 Accounts for payment

11.1	M Powell	Salary & Expenses	1136	TFR	£1433.55
11.2	HMRC	Tax & NI	1137	TFR	£419.49
11.3	Mr P King	Mole catching	1138	TFR	£160.00
11.4	Siemens	Photocopier lease	1139	TFR	£122.40
11.5	BT	Broadband	1140	TFR	£135.38
11.6	Wendy Cane	JV garden maintenance	1141	TFR	£120.00
11.7	Eon	Electricity	1142	TFR	£34.89
11.8	J P Miles	Hedgecutting	1143	TFR	£294.00
11.9	KCC	KHWP management	1144	TFR	£3500.00
11.10	C Coley	Tree felling The Avenue	1145	TFR	£270.00
11.11	I McEwen	Survey Gizmo plus hosting fee	1146	TFR	£166.17

1795

11.12	One Media Ltd	Advert TW Times for Clerk	1147	TFR	£298.80
11.13	Samaritans	Donation	1148	TFR	£250.00
11.14	Air Ambulance	Donation	1149	TFR	£250.00

12 **Date of next meeting** 3rd April 2017 unless a Planning meeting is called for the 21st March