



BRENCHELEY AND MATFIELD PARISH COUNCIL
Matfield Pavilion, The Green, Matfield, Kent, TN12 7JU
Tel: 01892 723586 www.brenchleyandmatfield-pc.gov.uk

2nd July 2025

I hereby give you notice that a meeting of Brenchley and Matfield Parish Council will be held at 7.00pm on Monday 7th July 2025 at Matfield Pavilion.

All Members of the Council are summoned to attend the meeting to consider and make resolutions upon the business shown. Supporting papers may be obtained from the Clerk on request.

Chantal Brooks
Clerk to the Parish Council

AGENDA

1. To accept apologies for absence
2. To approve the Minutes of the last meeting
3. Declarations of Interest
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.
5. Borough and County Councillors
6. Chair's Announcements
7. Local Government Re-Organisation – to discuss
8. Traffic
 1. Highways Improvement Plan – update
 2. Speedwatch – update
 3. TWBC Parking Strategy - update
 4. School Crossing survey – to note and consider progress
9. Planning
 1. Planning Applications

25/00672/FULL Barn north of Boundary Farm, Marle Place Road, Brenchley, Kent TN12 7HS Barn Conversion into live/work unit with associated garden land, parking, landscaping & biodiversity enhancements (self-build)
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25/01066/FULL Blue Boys Oast, Hastings Road, Matfield, Tonbridge, Kent, TN12 7HE (Retrospective) Demolition of raised footpath & replacement with tarmacadum surface. Construction of free-draining gravel surface & replacement of fence with gates

25/01133/FULL Woodlands Farm Short Lane Brenchley Tonbridge Kent (self build) Change of use of an agriculture barn to residential use.
25/01275/FULL Evelyn Bungalow, Brenchley Road, Matfield, Kent, TN12 7PT Replacement single storey rear extension
25/01294/SUB Crittenden House, Crittenden Road, Matfield, Kent TN12 7EN Submission of Details in relation to Condition 4 - (External materials details); Condition 6 - (External lighting details); Condition 7 - (Landscaping details); Condition 8 - (Biodiversity enhancement scheme); Condition 11 - (Tree protection details) of 24/01111/FULL
25/01327/LBC Burtons, Crook Road, Brenchley, Tonbridge, Kent, TN12 7BU Listed Building Consent - Alterations to roof pitch & amended to zinc-coated metal; rear gable brickwork to be Flemish bond with blue headers; smaller rear extension to be skew; amendments to window material to side of dining room; sliding door added between kitchen & dining room; changes to oak beams in dining room (Alternative to 22/03233/LBC)
25/01404/FULL Tong Farm, Marle Place Road, Brenchley, Tonbridge, Kent Erection of two dwellings with associated parking spaces in-lieu of the office units & live/work unit granted permission under 22/02640 (as amended by application 24/03204).
25/01453/FULL Highlands, Chantlers Hill, Paddock Wood, Kent, TN12 6LU (Self Build) - Demolition of detached garage & erection of new dwelling, with hard & soft landscaping.

2. Delegation of Planning Responses for August – to agree
3. Planning comments submitted – to confirm
4. Meeting with Matfield Village Hall Committee regarding Clarendon Development – to note
5. Right of Way at Wheelwright Arms – to discuss further response
6. Housing Needs Survey – to consider commissioning

10. Cooksfield – to consider sealed bids

11. Scout Hut Lease – to consider extension

12. Cinderhill – to consider works to trees

13. Porters Wood Entrance – to consider quotes

14. Projects Update

1. Posts on Matfield Green
2. Jack Verrall Memorial Gardens

15. Storage Trailer behind Pavilion – to consider purchase

16. GDPR Compliance toolkit – to consider expenditure

17. Clerk's report

1. Donation Request – to consider
2. Allotment Tenancy amendments – to consider

18. RFO's Report

1. Delegation of Bank Authorisation in August – to agree
2. Grants applied for – for information
3. Accounts payable

19. Meetings attended and reports by Councillors

20. Date of next meeting: Monday 1st September 2025, 7pm, Matfield Pavilion