



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

8th January 2025

I hereby give you notice that a meeting of Brenchley and Matfield Parish Council will be held at 7.00pm on Monday 13th January 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 Minutes of the last meeting
3. To record declarations of interest in any item on the Agenda
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 Councillor
6. Chairman's Announcements
7. Tree on Matfield Green – to consider works
8. Traffic
 1. Highways Improvement Plan (HIP) meeting 16th December - update
 2. Road Crossings meeting – update
9. Planning
 1. Planning Applications

24/02869/FULL Woodside, Watermans Lane, Paddock Wood, Kent, TN12 6ND	Demolition of existing property and erection of three dwellings and associated hard and soft landscaping.
24/02931/FULL Land Adjacent Old Broad Oak, Windmill Hill, Brenchley, Kent, TN12 7NP	Variation of Condition 2 of Planning Permission 22/01747/FULL - Removal of 2nd floor front dormers. Amendments to front elevation to double gable-recessed

	entrance porch, internal layout, roof shape, external fenestration, rooflights, garage roof to gable with front & rear dormers, side porch size reduced, chimneys reduced from 2No to 1No, materials to red/multi facing brick & tile, & arboricultural report
24/03025/FULL Warren End, Petteridge Lane, Matfield, Kent, TN12 7LP	Variation of Condition 2 of Planning Permission 23/01182/FULL - (Addition of dormer window to garage).
24/03038/LBC and 24/03112/FULL The Wheelwright Arms, The Green, Matfield, Kent, TN12 7JX	Listed Building Consent - Conversion of existing public house to 3 No. self-contained residential units, including studio ancillary to plot 3. Internal alterations Addition of porch, rooflights. Amendments to external fenestration, roof tiles. Removal of chimney stack Internal amendments. (Works partly commenced)
24/03073/FULL5 Bass Orchards, Brenchley Road, Matfield, Kent, TN12 7BZ	Rear outbuilding
24/03173/LBC Little Dunks Farm Oast, Cuckoo Lane, Brenchley, Kent, TN12 7HX	(Works already carried out) Re-siting of staircase & reorganisation of internal planform
24/03174/LBC Old Tong Farm, Tong Road, Brenchley, Kent, TN12 7HT	Listed Building Consent - External repairs to timberframe at the south-west corner of the house. Reinforcement of existing timber-frame bay-post and attic roof collar internally.
24/03176/FULL Childs Cottage Crook Road Brenchley Tonbridge Kent	Proposed infill extension, front porch & alterations to the dwelling, together with erection of detached ancillary outbuilding with loft room for storage to replace two sheds being removed.
24/03204/FULL Tong Farm, Marle Place Road, Brenchley, Tonbridge, Kent, TN12 7HS	Variation of Condition 2 of Planning Permission 22/02640/FULL (Plot 1: Alterations to fenestration and dormer windows; addition of Juliet balcony to rear; addition of canopy to boot room. Plot 2: Alterations to fenestration and dormer windows; omission of single storey side element; additional roof light in side elevation; revisions to chimney; walk on balcony omitted to rear; Juliet balcony added to rear. Plots 3 and 4: Alternations to fenestration and to extent of weatherboarding; addition of pitched roof on front canopy for plot 4 and flat roof on front canopy for plot 3. Plot 5: Alterations to extent of weatherboarding; removal of chimney; pitched roof on front canopy; alterations to fenestration; addition of Juliet balcony to rear. Proposed Garage and Offices: Plot 1: additional pedestrian door to side. Plot 2: omission of window in side. Plot 4: Two roof lights to replace dormer window on front; second dormer window added to rear; Proposed offices: additional projection to front elevation; enlarged windows to rear. Live / Work Unit: Alterations to windows and entrance door; additional two roof lights in side elevation; widened canopy).
24/03230/LBC Old Broad Oak, Windmill Hill, Brenchley, Kent, TN12 7NP	External alterations to lightwell including replacement of doors, removal of steps & drop lightwell, creation of new steps; Internal alterations including alterations to partition walls, door openings, installation of wood burners & new en-suite drainage.

2. Delegated planning comments – to confirm submissions
3. National Planning Policy Framework – to discuss
4. Clarendon Development, Maidstone Road, Matfield – to review resolution

10. Walking Route between Brenchley and Matfield - update

11. Clerk's report

1. Capel Groundcare – to consider contract
2. Agreement for Cinderhill activity sessions – to note
3. Grant Request – Paddock Wood Advice Centre
4. Grant request – Brenchley Memorial Hall
5. Donation request – Brenchley School PTFA
6. Drain in Brenchley – to consider request
7. Parish Party – to consider request
8. Casual Vacancy – to note

12. RFO's Report

1. Accounts payable

13. Meetings attended and reports by Councillors

14. To be advised of urgent business

15. Date of next meeting: Monday 3rd February 2025, 7pm, Matfield Pavilion