



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

27 November 2024

I hereby give you notice that a meeting of Brenchley and Matfield Parish Council will be held at 7.00pm on Monday 2nd December 2024 at Matfield Pavilion.

All Members of the Council are summoned to attend the meeting to consider and make resolutions upon the business shown.

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. Planning

1. Planning Applications

24/02286/SUB Little Cowden Farm, Fairmans Lane, Brenchley, Kent, TN12 7BB	Submission of Details in relation to Condition 3 - (External Materials); Condition 4 - (Contamination); Condition 7 - (Construction Management Plan) of 21/03395/FULL.
24/02585/FULL Swingle Swangle Farmhouse, Goshen Farm, Brenchley Road, Matfield, Kent, TN12 7DT	Levelling of garden & construction of wildflower meadow, woodland area, 2No. ponds, removal of brick culvert & re-instatement of natural stream, retaining brick wall, & woodland glade.
24/02642/FULL 44 Porters Wood, Petteridge Lane, Matfield, Kent, TN12 7LR	Installation of an air source heat pump to replace existing oil-based heating system.

24/01661/FULL The Pack House, Crittenden Road, Matfield, Kent, TN12 7EN	(Self-Build) Change of use of existing building to create a live/work unit and associated hard and soft landscaping
---	--

2. TWBC draft Local Plan – update following hearings
3. Development at Matfield Village Hall – update following meeting with MVHMC
4. 24/02743/EIASCO Scoping Report – to note consultation submission

8. Crossing at Brenchley School – to discuss

9. Meeting with Mike Martin MP – update

10. Policy and Management Committee

RECOMMENDATION: That the Council re-adopts the Section 106 Funding Policy unamended

RECOMMENDATION: That the Council re-adopts the Scheme of Delegation unamended

RECOMMENDATION: That the Council adopts the Procedure for Co-Option as amended

RECOMMENDATION: That the Council adopts the Protocol for Meetings with Developers as amended

RECOMMENDATION: That the Council adopts the Protocol for Meetings with Local Organisation as amended

RECOMMENDATION: That the Council adopts the Environment, Sustainability and Climate Emergency Policy as amended

RECOMMENDATION: That the Council adopts the Equality and Diversity Policy as amended

RECOMMENDATION: That the Risk Management Policy and Schedule be approved

11. Draft Budget 2025-26 – to re-consider

12. Interim Internal Audit – to receive and note

13. Responsible Financial Officer – to confirm appointment

14. Cinderhill – to consider toddler sessions

15. Clerk's report

1. Tree Survey – to consider quotes
2. Donation Request – Open Spaces Society

16. RFO's Report

1. Accounts payable

17. Meetings attended and reports by Councillors

18. To be advised of urgent business

19. Date of next meeting: Monday 13th January 2025, 7pm, Matfield Pavilion