



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

30th April 2025

I hereby give you notice that the Annual Meeting of Brenchley and Matfield Parish Council will be held at 7.00pm on Tuesday 6th May 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.

A handwritten signature in black ink, appearing to be "Chantal Brooks".

Chantal Brooks
Clerk to the Parish Council

AGENDA

- 1. Election of a Chairman of the Parish Council and Declaration of Acceptance of Office**
- 2. Election of a Vice Chairman of the Parish Council and Declaration of Acceptance of Office**
- 3. To accept apologies for absence**
- 4. To approve the Minutes of the last meeting**
- 5. Declarations of Interest**
 - 1. Training and information provided by the Clerk**
 - 2. To record declarations of interest in any item on the Agenda**
- 6. 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.**
- 7. Borough and County Councillors**
- 8. Resignation of Parish Councillor – to note**
- 9. Chair's Announcements**
- 10. Grant Reports – to receive**
 - 1. Paddock Wood Community Advice Centre**
 - 2. Brenchley Archives**
- 11. Policy and Management Committee**

1. Minutes of the meeting of 14th April 2025
2. Adoption of Core Policies

RECOMMENDATION to disband the Traffic and Environment and Sustainability Working Groups

3. Grants and donations policy – to consider amendment
12. Committees, Responsibilities and Working Groups – to appoint
13. Council Meeting Dates 2025-26 – to note
14. Planning
 1. Planning Applications

25/00712/FULL Maytrees, Foxhole Lane, Matfield, Tonbridge, Kent, TN12 7EP Replacement single storey rear extension, front extension & replacement garage/outbuilding
25/00773/FULL 1 Hopgarden Cottage, Marle Place Road, Brenchley, Tonbridge, Kent, TN12 7HS Proposed two storey side extension & parking area
25/00827/FULL Little Cowden Farm, Fairmans Lane, Brenchley, Tonbridge, Kent, TN12 7BB Conversion of poultry sheds to 4 dwellings with partial demolition (Alternative to plots 4 & 5 of 21/03395/FULL)
25/00875/LBC Kings Toll Farm, Maidstone Road, Matfield, Tonbridge, Kent, TN12 7HA Replacement window & door to south elevation, replacement window to north elevation & repairs existing east elevation windows.
25/00916/FULL Gate House Farm, Fairmans Lane, Brenchley, Tonbridge, Kent Variation of Condition(s) 2 & 6 of Planning Permission 20/02274/FULL - (Alterations to fenestration & changes to landscaping to reduce hardstanding.)
25/00942/FULL Kings Toll Farm, Maidstone Road, Matfield, Tonbridge, Kent, TN12 7HA Replacement window & door to south elevation, replacement window to north elevation

2. Local Plan Main Modification Consultation – to note response submitted

15. Scout Hut Lease – to review
16. Tree Survey – to note
17. Vandalism/fire at Cinderhill
18. Clerk's report
 1. Fire Safety Report at Pavilion
 2. Donation request
19. RFO's Report
 1. Accounts payable
20. Meetings attended and reports by Councillors
21. Date of next meeting: Monday 2nd June, 7pm, Matfield Pavilion