



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

1st November 2023

I hereby give you notice that a Meeting of Brenchley and Matfield Parish Council will be held at 7.00pm on Monday 6th November 2023 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

23/02452/FULL Kippings Cross Cottage, Maidstone Road, Matfield, Tonbridge, Kent, TN12 7HA	Variation of Condition 3 of Planning Permission 00/02064/FUL - Change of use from garage to ancillary accommodation and addition of ground floor windows/doors (retrospective)
23/02524/FULL Moatlands Manor, Watermans Lane, Paddock Wood, Tonbridge, Kent, TN12 6ND	Demolition of modern detached garage, partial demolition of existing outbuilding, the remodelling of the retained part of the outbuilding to provide ancillary supported living accommodation and erection of three new homes and new vehicular access from Watermans Lane as previously consented under 23/01150/FULL (part-retrospective)
23/02601/FULL Winchmor, Brenchley Road, Matfield, Tonbridge, Kent, TN12 7PP	Part demolition of existing garage to create decking and erection of outbuilding

23/02652/FULL Town Farm House High Street Brenchley, Kent	Change of use of shop area at front to residential for Grade II* listed building
23/02702/FULL 2 Central Villas, Maidstone Road, Matfield, Tonbridge, Kent, TN12 7JR	Proposed replacement rear extension to conservatory, including 2 No. rooflights and internal alterations
23/02706/FULL 3 Central Villa, Maidstone Road, Matfield, Kent, TN12 7JR	Proposed replacement rear extension to existing conservatory with 2 No. rooflights
23/02819/FULL Egypt Oast, Cryals Road, Matfield, Kent, TN12 7HR	Proposed extension to rear patio

2. Appeal response re Matfield House – for information

3. 22/00757/FULL OS Plot 6860 West Side Of, Maidstone Road, Matfield – to discuss correspondence

8. Traffic

1. School Crossing meeting Update

2. Speedwatch Volunteers, Equipment and Training

9. Projects

1. Matfield Pond – update and to consider phase 3

2. Post Office – to consider option to purchase

3. Brenchley Recreation Ground – to discuss playground refurbishment

4. Cooksfield – to discuss

10. Policy and Management Committee – to consider Minutes and recommendations:

RECOMMENDATION to readopt the Terms of Reference unamended

RECOMMENDATION that core policies are reviewed in year 2 and 4 of the Council term.

RECOMMENDATION to adopt the Publication Scheme as amended

RECOMMENDATION to re-adopt the Data Protection and Document Retention Scheme unamended

RECOMMENDATION to re-adopt the Grants Policy unamended

RECOMMENDATION to adopt the Complaints Procedure as amended

RECOMMENDATION to re-adopt the Social Media Policy unamended

RECOMMENDATION to adopt the Environment, Sustainability and Climate Emergency Policy as amended

RECOMMENDATION to adopt the Memorials, Plaques, Benches and Trees Policy as amended

RECOMMENDATION to adopt the Standing Orders as amended

RECOMMENDATION to adopt the Tree Policy as drafted

RECOMMENDATION to adopt the Finance and Governance Risk Assessment as amended

RECOMMENDATION to adopt the Assets and Buildings Risk Assessment as amended

11. Environment and Sustainability Working Group – update

12. High Weald AONB Management Plan 2024-2029 consultation response – for information

13. Cinderhill – to consider proposal for 2024-25

14. Clerk's and RFO's Report

- 1. Grant Application – to consider**
- 2. Toilets – to consider works**
- 3. Correspondence**
 - 1. Request to clean War Memorials**
 - 2. Request for a WW1 Tommy Silhouette**
- 4. Accounts payable**

15. Meetings attended and reports by Councillors

16. To be advised of urgent business

17. Date of next meeting:

Finance Committee Meeting, Wednesday 8th November 2023, 9.00am, Matfield Pavilion

Full Meeting of the Council, Monday 4th December 2023, 7.00pm, Matfield Pavilion