



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

30th May 2022

I hereby give you notice that a meeting of Brenchley and Matfield Parish Council will be held at
7.00pm on Monday 6th June 2022 at Matfield Pavilion

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

Due to space limitations at this venue if members of the public wish to attend please advise the Clerk in advance.

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. Chair's Announcements
7. Planning

1. Planning Applications

Application	Detail
22/01073/FULL Knowle Lodge , Knowle Road, Brenchley, Kent, TN12 7DW	Amendments to application 21/03696/FULL, additional ground floor extension, alterations to 1st floor layout,
22/01063/FULL Hodge Cottage, The Green, Matfield, TN12 7JU	Erection of a summerhouse in rear garden
22/01142/FULL Land South Of Marle Place Road, Marle Place Road, Brenchley	Erection of agricultural/commercial building to be utilised for ice cream manufacturing in connection with soft fruit and soft fruit farm diversification

22/00855/FULL The Nurseries , Pralls Lane, Matfield, TN12 7DX	Proposed replacement of former farm office and garage with a detached single dwelling, together with car parking provision and landscaping.
22/01105/FULL 2 Thistledown , Crittenden Road, Matfield, Tonbridge, Kent, TN12 7EH	Erection of proposed garage, proposed rear extension with creation of partial lower ground floor. External and internal alterations.
22/01082/FULL Kings Barn , Geddes Hill, Matfield, Tonbridge, Kent, TN12 7EA	Demolition of existing dwelling; Erection of replacement dwelling with associated hard and soft landscaping improvements; Biodiversity enhancements and Landscape master-planning.
22/01203/FULL 1 Burrs Hill Cottages , Horsmonden Road, Brenchley, Kent, TN12 7AT	Two storey side extension, single storey rear extension and enlarged loft room into new roof space.
22/01174/FULL Glebe Place , Brenchley Road, Brenchley, Tonbridge, TN12 7NS	Demolition of part garage; re-construction of external walls to include new entrance and exit doors, reconstruction of entire roof.
22/01320/LBC Crooke Barn , Crook Road, Brenchley, Tonbridge, Kent, TN12 7BE	Listed Building Consent for internal alteration and changes to fenestration - To convert the existing garage into a bedroom and en-suite bathroom, including replacing garage doors with infill wall and window, and forming a new window in the rear. Alteration of ground floor shower room to form utility room including altering window to form new door in rear elevation. Minor alterations to ground floor bedroom layout to create a master suite with dressing room and a coats cupboard from two existing bedrooms. There are no changes included in the proposals to the first floor or to the East and West elevations.

2. Community benefits at proposed development site in Matfield – for information
3. Enforcement Action request – for information
4. Draft TWBC Local Plan Hearing Statements – for information
8. Porters Wood
 1. Changes to Pedestrian Accessway
 2. Enhancements to Porters Field
9. To approve Audit and Accounts 2021-22
 1. Annual Governance Statement 2021-22
 2. Accounting Statements 2021-22
10. Y/E Internal Audit Report – to receive and note
11. Finance Committee
 1. To Approve Minutes of the meeting of 26th April 2022
 2. Recommendations:
 - a. Recommendation: That the Council approve the Terms of Reference for the Finance Committee
 - b. Recommendation: That the Council adopt the Financial Regulations as amended
 - c. Recommendation: That the Council approve the discontinuation of the Interim Internal Audit
12. Closure of St Luke’s Churchyard – to consider response
13. Purchase of second Speed Indicator Device – to consider

- 14. Plaque for Queen's Green Canopy – to consider expenditure**
- 15. Cinderhill – to consider Service Level Agreement with Kent High Weald Partnership**
- 16. Clerk's and RFO's Report**
 - 1. Accounts payable**
 - 2. Report from Brenchley Archive on use of grant**
- 17. Meetings attended and reports by Councillors**
- 18. To be advised of urgent business as may be previously notified**
- 19. Date of next meeting:**

Provisional Full Council Meeting 7pm, Tuesday 21st June, Matfield Pavilion

Full Meeting of the Council 7pm, Monday 4th July, Matfield Pavilion
- 20. Closed Session - to approve a motion to exclude the public from this agenda item as containing information of commercial sensitivity regarding Brenchley Post Office.**