



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

1st October 2025

I hereby give you notice that a meeting of Brenchley and Matfield Parish Council will be held at 7.00pm on Monday 6th October 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 the Minutes of the last meeting
3. Declarations of Interest
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 Councillors
6. Chair's Announcements
7. Traffic
 1. School Crossing Survey – update
8. Planning
 1. Planning Applications

25/01570/FULL Spring Farm, Horsmonden Road, Brenchley, Tonbridge, Kent, TN12 7AX (Self-build) Proposed conversion of existing structure to one dwelling with extension & detached garage (Alternative to 23/00306/FULL & 23/02535/FULL)

25/01889/FULL Bowmans Agricultural Storage Yard, Hastings Road, Matfield, TN12 7HE Change of use of existing agricultural building to B8 storage use for the storage of tyres with associated highway & access improvements

25/01971/FULL Oaklands, Bramble Reed Lane, Matfield, Kent, TN12 7ET Single-storey rear extension; roof alteration & extension; installation of rooflight; construction of terrace; alterations to external fenestration; replacement of garage
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25/01975/FULL Old Tong Farm, Tong Road, Brenchley, Kent Erection of three-bay detached garage
25/02005/FULL 1 Knowle Hill Cottages, Knowle Road, Brenchley, Kent, TN12 7DL Garden studio single-storey front & side extension
25/02124/FULL High Leas, 11B Broad Oak, Brenchley, Kent, TN12 7NN (Part Retrospective) Timber/mesh side extension. Replace existing conservatory with office extension, solar panels to rear and side elevations.
25/02138/FULL Pound House, Holly Bank, Brenchley, Kent, TN12 7PG Replacing an existing lean-to greenhouse with a powder coated aluminium glasshouse.
25/02139/LBC Middle Cottage, Brenchley Road, Matfield, Kent, TN12 7DT Listed Building Consent - Bathroom window replacement with timber casement window

2. **25/01876/EIASCO Badsell Farm, Badsell Road, Five Oak Green – to confirm comments submitted under delegated powers**
3. **Clarendon Development at Matfield Village Hall - update**

9. **Draft Budget 2026-27 – to consider**
10. **Annual Governance and Accountability Return (AGAR) Notice of completion of 2024-25 External Audit - for information**
11. **Local Government Re-organisation - update**
12. **Projects Update - Jack Verrall Memorial Gardens**
 1. **Planting and maintenance phase – to consider**
 2. **Memorial tree – to consider request**
13. **Bus Stop Grant – to consider application**
14. **Triangle of land with Brenchley Oak – to consider responsibility**
15. **Allotment roadside hedge and access – to consider**
16. **Clerk's Report with works list**
 1. **Donation request – to consider**
 2. **Certificate in Local Council Administration (CiLCA) – to consider funding**
17. **RFO's Report with budget monitoring**
 1. **Accounts payable**
18. **Meetings attended and reports by Councillors**
19. **Date of next meeting: Monday 3rd November 2025, 7pm, Matfield Pavilion**
20. **Co-Option of a new Member of the Council – to consider application**