



BRENCHLEY AND MATFIELD PARISH COUNCIL

Matfield Pavilion, The Green, Matfield, Kent, TN12 7JU

Tel: 01892 723586 Web: www.brenchleyandmatfield-pc.gov.uk

1st April 2026

I hereby give you notice that a meeting of Brenchley and Matfield Parish Council will be held at 7.00pm on Tuesday 7th April 2026 at Matfield Pavilion, The Green, Matfield, TN12 7JU

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

Members of the public are welcome to attend and supporting papers may be obtained from the Clerk.

Chantal Brooks
Clerk to the Parish Council

AGENDA

1. **To accept apologies for absence**
2. **To approve the Minutes of the last meeting**
3. **To note 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 Councillors' Announcements**
6. **Chair's Announcements**
7. **Planning**
 1. **Confirmation of planning comments submitted – to note**
 - **26/00330/FULL 1 Cinder Hill Wood, Five Wents, Matfield, Tonbridge, Kent, TN12 7ED**

Two-storey rear extension; alterations to the external fenestration & roof; installation of 5no rooflights
 - **26/00167/SUB Tong Farm Marle Place Road Brenchley Tonbridge Kent**

Submission of Details in relation to Condition 8 - (storage details & refuse screening); Condition 12 - (landscape scheme); Condition 27 - (LEMP) of 24/03204/FULL
 - **26/00492/FULL (APPEAL on 20/03572/FULL) Windmill House Hastings Road Matfield**

Appeal against Enforcement Notice
 2. **Planning Applications – to consider**
 - **26/00419/FULL Three Fields , Palmers Green Lane, Brenchley, Kent, TN12 7BH**

Partial demolition of rear extension; construction of part-single and part-two storey rear extension; alterations to the external fenestration & installation of rooflight; associated works

- **26/00644/FULL12 Homebush Green, Matfield, Tonbridge, Kent, TN12 7BY**
Garage link to main dwelling and conversion to living accommodation; alterations to external fenestration and porch; erection of shed; addition of garden gate; patio extension

3. Conservation Area Assessment – to consider responding

- 4. Proposals for the play area, parking and s.106 for the Clarendon Development, Maidstone Road, Matfield – to note completion**

8. Traffic

- 1. Rural Parish Grant outcome – update**
- 2. HGVs – meeting with Mike Martin MP's office**

9. Finance Committee

- 1. Minutes – to approve and consider recommendations**
RECOMMENDATION to continue with Mulberry as the Council's Internal Auditor for a 3 year contract
RECOMMENDATION to use Cooksfield funds from General Reserves for the Matfield Pond Overflow Drain project.

10. Matfield Pond

- 1. Pond water/fish report – to note**
- 2. Overflow drain reinstatement – to consider project and unbudgeted costs**

11. Flagpole Inspection – to consider unbudgeted costs

12. Sail Shade at Brenchley Recreation Ground – to consider project

13. Ramp and shelving for Pavilion – to consider s.106 funding request

14. Kent Action for Communities in Rural England, Supporting Rural Communities Through Our Village Halls – Request for Partnership & Pledge – to consider

15. Clerk's Report with works list

- 1. Repair to Brenchley Toilet path – to note unbudgeted expenditure**
- 2. Memorial Bench – to discuss**

16. RFO's Report with budget monitoring

- 1. Accounts payable**

17. Meetings attended, reports by Councillors and urgent business

18. Date of next meeting: Annual Meeting, Tuesday 5th May 2026, 7pm, Matfield Pavilion