



**BRENCHLEY AND MATFIELD PARISH COUNCIL**

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

Tel: 01892 723586 Web: [www.brenchleyandmatfield-pc.gov.uk](http://www.brenchleyandmatfield-pc.gov.uk)

8<sup>th</sup> October 2026

I hereby give you notice that a meeting of the Policy and Management Committee of Brenchley and Matfield Parish Council will be held at 10.00am on Wednesday 14<sup>th</sup> October 2026 at Matfield Pavilion, The Green, Matfield, TN12 7JU.

All Members of the Committee are summoned to attend the meeting to consider and make recommendations 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 review the Minutes of the last meeting
3. To record Declarations of Interest on any item on the Agenda
4. New Policies to consider
  1. Training Policy
5. Policies for Biennial Review
  1. Section 106 Funding Policy
  2. Scheme of Delegation
  3. Procedure for Co-Option
  4. Environment, Sustainability and Climate Emergency Policy and new Biodiversity Policy
  5. Complaints Policy and Procedure
  6. Protocol for Meeting with Local Organisations
  7. Disciplinary Policy
  8. Grievance Policy and Procedure
  9. Vexatious Complainants Policy
  10. Memorials, Plaques, Benches and Trees Policy
6. Risk Management
  1. Risk Management Policy and Schedule
  2. Finance and Governance Risk Assessment
7. Council Management
8. Date of next meeting: Spring 2027, Matfield Pavilion