



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

13th November 2025

I hereby give you notice that a meeting of the Policy and Management Committee of Brenchley and Matfield Parish Council will be held at 10.30am on Tuesday 18th November 2025 at Matfield Pavilion. Members of the public are welcome to attend.

Chantal Brooks
Clerk to the Parish Council

AGENDA

- 1. To accept apologies for absence**
- 2. To record declarations of interest in any item on the Agenda**
- 3. Review of the Minutes of the last meeting**
- 4. Review of Terms of Reference of this Committee**
- 5. Terms of Reference for the Planning Committee**
- 6. Council Strategy**
- 7. Health and Safety Policy additional annex**
- 8. Policy on Meetings with Developers amendment**
- 9. Policies for biennial review**
 - 9.1 Publication Scheme**
 - 9.2 Data Protection and Document Retention Policy**
 - 9.3 Social Media Policy**
 - 9.4 Dignity at Work Policy**
 - 9.5 Memorials, Plaques, Benches and Trees Policy**
 - 9.6 Tree Policy**
 - 9.7 Equality and Diversity Policy**
- 10. Data Audit to inform Assertion 10 – to review and note**
- 11. New Policies proposed**
 - 11.1 IT Policy**
- 12. Draft Emergency and Resilience Plan**
- 13. Risk Management – reviewed at each P&M and at the AM of the Council**
- 14. Council Management**
- 15. Date of next meeting: Spring 2026**