

MINUTES OF A MEETING OF BRENCHLEY AND MATFIELD PARISH COUNCIL HELD ON MONDAY 6TH FEBRUARY 2023 AT 7PM AT MATFIELD PAVILION

Present: Councillors J. Buttery (Chair) presided, E Akenhead, C. Churchill, A Stout, M. Tunstall, A. Wells, C. Anderson, A. Dewdney, C. Brooks (Clerk)

In attendance: Cllr Steve McMillan (TWBC), 9 members of the public

1. To accept apologies for absence

None.

2. To approve Minutes of the last meeting

The Minutes of the meeting of 9th January 2023 were approved as an accurate record and were duly signed by the Chair.

3. To record declarations of interest in any item on the Agenda

Cllr Akenhead declared a non-pecuniary perception of bias interest in planning application 21/03759/OUT and did not participate in the discussion or vote.

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.

Karen Stevenson spoke regarding 21/03759/OUT at Chestnut Lane.

Bev Barsley spoke regarding 21/03759/OUT at Chestnut Lane.

5. Borough and County Councillor

Cllr McMillan urged Councillors and residents to sign up to the MYTWBC newsletter which gives personalised information on TWBC matters.

6. Chair's Announcements

The Chair confirmed that Cllr Dewdney and Cllr Churchill would attend the Councillors' Corner on Saturday 11th February at the Star, the Clerk would advertise the session on Facebook and a notice is already on noticeboards.

Cllr Buttery, Cllr Akenhead and Cllr Stout will attend the event on 11th March at Grays.

7. Coronation – to consider parish events and Working Party

The Chair briefly outlined the possibilities for events to mark the Coronation and Teresa Wickham and Ann Downes agreed to join a small working party to consider options, together with the Clerk, Cllr Buttery and Cllr Anderson. A meeting would be arranged as soon as possible and outcomes reported to the 6th March meeting of the Parish Council. The Chair confirmed that a sum of £1500 had been budgeted for the event.

Action Clerk

8. Planning

1. Planning Application response submitted – for information

Due to the deadline for this application a response had been agreed via email and submitted as follows:

22/03211/FULL Boundary Farm, Marle Place Road, Brenchley, Kent, TN12 7HS	Conversion and extension of existing barn with associated garden land, parking, landscaping, biodiversity enhancements. RECOMMENDATION SUBMITTED: REFUSE The Brenchley and Matfield Neighbourhood Development Plan 2020-2038 (NDP) was made on 14 December 2022 and now forms part of the Development Plan. The proposal fails to comply with NDP Policy BE 1 in that, for this agricultural building: a) No independent evidence has been provided that there is no market demand for suitable employment uses on the site, either for continuing a similar business or for an alternative commercial use; b) The proposal entails an expansion in the size of the building. The field in which the building stands has been identified as medieval: https://www.highweald.org/downloads/publications/parish-information/2137-brenchley-landscape-character-maps-1.html . This proposal to partition off part of this field would therefore conflict with NDP Policies LE1 and LE3 and with the High Weald AONB Management Plan. It is not clear from the plans how the remaining part of the field would be accessed if this development went ahead, since the proposed new garden and hedgerow would block off the existing agricultural access. The proposal would make only a minimal contribution to meeting housing need: it would not meet the need for 1, 2 or 3 bedroom houses which was identified in the latest housing needs survey for Brenchley and Matfield, conducted in 2020. There is no indication that the development would comply with NDP Policy D6 in that there appear to be no eco / energy / sustainability provisions beyond those that would be required by building regulations. On a site like this, a new dwelling should have at least some such provision, such as solar PV, air- or ground-source heat pumps, EV charging point, re-use of grey water. The development would not comply with NDP Policy AM3, under which a single 4 bedroom house should have 3 parking spaces (2.5 rounded up). A house of this size in such a rural location would also normally be expected to have a garage, and it is difficult to see how one could be provided without impinging on the proposed biodiversity area or the relatively small garden area. The proposed dwelling would be in an unsustainable position on a narrow, winding, unlit rural lane, a long way outside the Limits to Built Development, where the private car is the only realistic mode of transport to local facilities. Although National Cycle Route 18 runs along Marle Place Road, NCR 18 within Brenchley and Matfield parish is considered unsuitable for any but the bravest and most experienced cyclist.
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2. Planning Applications

21/03759/OUT Land Rear Of, 5 - 19 Chestnut Lane, Matfield, Kent	Outline (Access not reserved) - Erection of up to 22 dwellings, access and landscaping RESOLVED TO RECOMMEND: REFUSE We refer to the recent publication of the Amendments to the Application published by you on January 18, 2023. These comments should be read in conjunction with our two previous objections to this application in comments made to you on December 13, 2021 and April 6, 2022. Since last April there have been a number of developments in relation to this application which we believe are significant and, coupled with the long passage of time since the first submission, we believe should more appropriately be dealt with as a Full Application for the site rather than one with most essential matters reserved.
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This includes a significant increase in the size of the development area; questions over the new proposed access to the site following the objection by KCC Highways to the initial proposal; the sewer overflow including the egress of raw sewage onto the B2160 Maidstone Road in December 2022 from Chestnut Lane; irregularities in the Transport Statement and the fact that the Brencley and Matfield NDP was made in December 2022 and is now in force.

1. Development area.

Since our last response to this application, the development area (shown by a red line on the site plans submitted) has increase by approximately 100-130% from the original site layout (published by you on March 16 2022) and the site shown in the location plan most recently posted by you on January 18, 2023.

This has a significant impact on the consultations following the submission of the initial plans and raises significant concerns regarding the possible long term plans for the extended area that was not originally included.

Whilst no development is shown on the additional red-bounded land in the draft indicative layout plans (dated October 22, 2022, with the exception of the new access road to the development) we do not see the reason behind this significant increase in the proposed development site and do not see it as being consistent with the outline proposal first submitted in November 2021.

On December 8, 2021, TWBC decided that an Environmental Screening Assessment would not be required for the initially proposed development area given the size and location of the development. Now that the development area has expanded to include the Traditional Orchard primary habitat to the East of the original application, as well as the hedgerow bordering Maycotts Lane, the decision on the requirement for an Environment Screening Assessment should be reconsidered.

Biodiversity – The report by TWBC Landscape and Biodiversity officer on 18 August 2022 stated that the biodiversity improvement target of 10% for a development in the AONB could only be met if the wider land holding is retained, improved and managed properly. The fact that this area is now included in the development area calls into question whether this condition can be met, especially given the “permanent and significant loss” of the orchard in the original development outline.

Arboricultural Method Statement. On September 27, 2022 the TWBC Tree officer commented that the AMS does not cover the revised access location (which will involve the removal of existing trees and hedgerow). The expansion of the proposed development area should mandate that a revised AMS be produced.

2. Drainage and surface water flooding

We have already made our views known on the outline drainage and sewerage provision for the proposed development, and how they may be inadequate for a site of this size. The existing sewerage capacity is not sufficient for the existing Rydon development and on December raw sewage ran into the B2160 Maidstone Road.

Pumping station shown in development (Monson plans) but no route from the pumping station to the mains. Potential noise disturbance to existing residences and standby power.

80m3 attenuation tank compared to 200m3 at Rydon. Furthermore, the location of the proposed attenuation tank should be revised so that it does not

fall within the tree root area of the boundary that will likely cause significant damage to the existing trees that are identified as to be retained.
Need for boreholes? Monson assumes 1 for the site – compared to 4 at Rydon and 2 in Coppers Triangle
Southern Water on December 7, 2021 said it “can facilitate foul sewerage disposal to service the proposed development” but it would require a formal application for a connection to the public sewer by the applicant. In light of the sewage overflows from its Maidstone Road sewer in December 2022 we believe Southern Water should be asked whether their opinion should be revised.
Likewise we believe that KCC Flood and Waste Water should revisit their opinion on the proposed development.

3.Transport Statement (TS)

The TS (Rev C) published on the planning portal on January 18, 2023 is dated March 9, 2022. We wonder why this document was not made available to us for 10 months, especially when in Appendix A the Location and Site plans show the much enlarged red-bordered development area.

The TS includes data from a speed survey conducted in January 2022, when the original access to the proposed development was opposite Wish Lane. Following the KCC Highways objection to this (because it formed a crossroads), the proposed access has shifted to the west. KCC questioned whether the results from the earlier speed survey would be accurate for this new access, and the applicant completed a new speed survey on in May 2022 (and the results were posted on the planning portal on November 15, 2022). However in the TS Rev C (Appendix C) there is no mention of the results from this latest survey, only the original January data.

In section 4.04 of the report (Traffic Generation) the result of the modeling shows 119 additional trips from the proposed development:

71%	Direction of Kippings Cross
17%	to Paddock Wood
12%	to Colts Hill

However, despite the references in section 5.021/02 of the report to nearby facilities in Brenchley and Horsmonden (i.e. places of worship, doctors’ and dentists’ surgery, restaurant, pubs and, although not mentioned therein, the primary school), somewhat surprisingly their transportation model assumes 0% additional trips to the two villages. We believe this study should revisit its underlying assumptions.

In section 5.04 the TS Rev C sets out a table summarizing the local bus services. For the No 6 bus to Tunbridge Wells the report erroneously states that buses run “hourly each way from 04.41 to 23.54”. In fact the first service from Matfield to Tunbridge Wells is at 07.19, and the last is at 17.38. From Matfield to Paddock Wood/Maidstone, the first bus is at 07.10 and last at 18.10, thus making them unsuitable for much of the daily commuter demand. Given the report states that the non-car use would be principally buses, this section should be updated to reflect actual services currently available. KCC is in the process of significantly reducing its support for the bus network so these (already poor) connections can not be assumed for the lifetime of the development.

	KCC Highways have repeatedly raised the condition of a suitable pedestrian crossing, which has not been addressed in the TS Rev C and the extension of the footpath from Wish Court to the proposed access to the development. In a TS update published on the portal on October 20, 2022. Monson states that “There is no practical location available for a pedestrian crossing point on Chestnut Lane” without showing any evidence to support this assertion. Monson seeks to justify this position by saying that the proposed footpath to the village green means a crossing on Chestnut Lane is not necessary. The nearest bus stops to the development are at the Poet and to the right of Chestnut Lane on Maidstone road so residents are unlikely to take the footpath in the opposite direction to get to these stops. Tracking of vehicles entering the site. Because of the double bend at the proposed entrance to the development, KCC Highways have requested tracking diagrams showing that an 11.4m refuse vehicle could enter the site and allow cars to exit at the same time. A tracking drawing was posted on October 27 that shows that a car would not be able to pass the refuse vehicle on either of the bends at the access to the site. We have not seen any KCC Highways response to this diagram since it was submitted. 4. Brenchley & Matfield Neighbourhood Development Plan (NDP) The local NDP has now been made and thus the policies contained therein should become an important part of the planning process when being considered by TWBC. This application should be reviewed in the light of the NDP now being in force. A proposed development of this size brings in to scope many of the policies contained therein and many of the comments made above already relate to various aspects of those policies. In addition, we would draw particular attention to the following policies: i. H1, H2, LE1 and LE2 – the scale and location of housing developments, particularly within the AONB ii. AM1 – Sustainable and Active Travel iii. AM2 – Safe and convenient facilities for pedestrians and cyclists. iv. AM3 – Parking – the proposed number of parking spaces is grossly inadequate for the number of households. v. CLR3 and CLR4 – related to natural and amenity greenspaces, play areas and playground facilities and facilities for young people and teenagers. There are no such facilities planned for this proposed development at all.
22/03463/FULL Viewlands, Maidstone Road, Matfield Kent, TN12 7JP	Loft conversion incorporating hip to gable, Carport attachment on side elevation RESOLVED TO RECOMMEND: APPROVE However, the Parish Council recommends that the rooflights should be fitted with shutters or blackout blinds, to help to protect the dark skies of the AONB, in accordance with policy LE8 of the Neighbourhood Development Plan.
22/03640/FULL Kings Barn, Geddes Hill, Matfield, Kent, TN12 7EA	Demolition of existing dwelling and garage, erection of replacement dwelling with associated hard and soft landscaping improvements RESOLVED TO RECOMMEND: APPROVE The proposed house is less compliant with Policy D4 Accessibility and flexibility of the neighbourhood Development Plan (NDP) than the 5 bedroom house approved under 21/01363/FULL, as it does not have a downstairs bedroom and bathroom, but its design appears more compliant with NDP Policy D2 Local architectural style. The Parish Council recommends that if approval is granted, the Design and Access Statement should be listed among the approved plans, since this is

	where the environmental sustainability measures are mentioned that would assist in complying with NDP Policy D6 Climate change, environmental sustainability and resilience. An assessment of biodiversity net gain and of the effect on landscape and biodiversity (including on the remaining existing mature trees) of the proposal to spread the spoil from lowering the land around the house should be required in order to comply with Policies LE6 biodiversity and LE2 Development affecting the AONB and its setting. The Parish Council notes that the large amount of glazing on the South elevation would not comply with NDP Policy LE8 Dark Skies unless provided with shading mechanisms, but recognises that the house permitted under 21/01363/FULL would have a similar quantity of glazing. The Parish Council recommends that conditions 3, 4, 5, 6 and 7 of planning permission 21/01363/FULL are repeated for this application.
23/00044/HYBRID Bassetts Farm Goudhurst Road Horsmonden, Kent Note: this application is not within the parish	Hybrid planning application comprising: Full application for the demolition of existing buildings and erection of 163No. dwellings (Use Class C3), including affordable housing, landscaping, public open space, allotments, ecological enhancements, SUDs and access. Outline application (with all matters reserved) for 0.22 hectares of land for a new Medical Centre (Use Class E(e)) with associated access, parking and landscaping. RESOLVED TO RECOMMEND: REFUSE Brenchley and Matfield Parish Council (BMPC) objects to this development which is likely to add substantially to the vehicular traffic coming through Brenchley and Matfield parish, both during construction and once the houses are built. Several of the assumptions in the Transport Assessment and Travel Plan are unduly optimistic. While BMPC notes and supports the proposed upgrade of footpath WT 341 to enable off-road cycle access from the development to the school, a major travel shift to cycling is very unlikely owing to the nature of local roads and the volume and speed of traffic on them. It is now widely acknowledged that the section of National Cycle Route 18 running through Brenchley, Matfield and Horsmonden, which is entirely on-road without any segregation, is unfit for any but the bravest and most experienced cyclists. A modal shift to public transport is also extremely unlikely to occur, irrespective of whether the new residents are provided with local public transport timetables as proposed in the Travel Plan. The 296 bus has been withdrawn and there are no buses to Paddock Wood other than the school bus. The remaining buses for the public, to Tunbridge Wells and Tenterden, only go every 1½ to 2 hours and there are no buses after 8pm. This service is clearly not frequent enough to promote modal shift from the private car for the vast majority of journeys. Any rail travel will also require travel by car as there are neither any buses nor any off-road or segregated cycle routes to Paddock Wood or Marden stations, both of which are nearly 6km away along winding, unlit, lanes where in many cases the speed limit is 60mph and the volume of traffic is high. Most of the vehicular traffic from this development will be going either to the A21 northbound towards Tunbridge Wells, London and the M25, or to Paddock Wood and its railway station. Traffic going to the A21 northbound will generally go through Brenchley and Matfield to avoid the congestion on the undualled section of the A21. Most of the traffic going to Paddock Wood will also run through our parish. There are existing traffic problems in the village centres of Brenchley and Matfield, where parked cars reduce the roads to single track, with long tailbacks during peak hours. The volume of traffic at other times makes it difficult to find a safe moment to cross the road and there are no road crossing

	facilities for pedestrians. The traffic from this development will exacerbate these problems. There are also existing problems at Kippings Cross, where traffic has difficulty entering the roundabout from the B2160 because of the volume of traffic on the A21's southbound lanes. The additional traffic from this development will worsen these problems. Moreover it seems that National Highways propose in future to narrow the B2160 to one lane at the roundabout, which will cause even more difficulties for traffic coming from Matfield. The congestion at peak times on the A21's southbound lanes also already causes very serious problems, with traffic diverting onto totally unsuitable rural lanes in Brenchley and Matfield parish, and this development will add to that rat running traffic. The historic rural lanes in our parish are an important feature of the High Weald Area of Outstanding Natural Beauty (AONB) which the AONB Management Plan aims to conserve. Tunbridge Wells Borough Council has a statutory duty to have regard to the purpose of conserving the natural beauty of the AONB. The additional traffic on these lanes will erode and damage them. If, as TWBC and the NHS Kent and Medway Clinical Commissioning Group have suggested, the new health centre would also be designed to serve Matfield and Brenchley, and the surgery at Brenchley were consequently to close (which the Parish Council would deplore), the indicative 16 parking spaces for patients and staff would be insufficient: because of the infrequency of bus services and the unsuitability for cyclists of the Brenchley to Horsmonden road, all patients from Matfield and Brenchley would need to drive to it, whereas those in Brenchley village can walk to the Brenchley surgery at present. If, despite the above-mentioned concerns, TWBC proposes to approve the application, BMPC recommends that this should be subject to conditions requiring • A Construction Management Plan that will ensure that construction HGV traffic will not be routed through Brenchley and Matfield • A financial contribution to road safety measures / road crossing facilities in Brenchley and Matfield • A contribution to assist in the creation of non-motorised user route on or close to the disused Hop Pickers' railway line, to enable off-road cycle access to Paddock Wood • A considerably larger number of parking spaces to be provided for the new health centre, if it is to serve Brenchley and Matfield as well as Horsmonden.
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3. Disbanding of the NDP Steering Group

The Chair advised that given the Neighbourhood Development Plan is now "made" the NDP Steering Group would be disbanded. The NDP website would remain available for the time being as the domain is paid for until 2025.

The Chair expressed gratitude to all the members of the Steering Group for their work and printed copies of the NDP are available from the Clerk.

9. Traffic

1. Revised Highways Improvement Plan – to review updated document

Cllr Churchill outlined that following a Meeting with Nigel Rowe of KCC on 10th January, the updated HIP, which had been approved by the Parish Council, is being progressed with ATC surveys being undertaken in several areas, at KCC's expense.

The next review of the HIP will be in November.

2. Kippings Cross – to discuss highways proposals in the Local Plan

Cllr Churchill outlined that following information received from TWBC on options for road changes at Kippings Cross contained in the Local Plan, i.e. the narrowing of the B2160 approach from Matfield, this had resulted in two meetings being arranged to discuss concerns at the impact this would have on local traffic.

Following email agreement, a letter had been sent to the Local Plan Inspector, Mr Birkinshaw, requesting that the matter be further scrutinised before any progress is made on the examination of the Local Plan.

- **Meeting with Greg Clark MP on 20th February**

A meeting was held with Greg, TWBC Brenchley and Matfield Ward Cllrs, Cllrs Buttery, Akenhead and Churchill, together with the Clerk and representatives from Pembury, Paddock Wood, Horsmonden and Capel PCs to raise the issue. Greg advised that he would contact the A21 Reference Group with a view to further consultation on Kippings Cross with National Highways prior to the next stage of the Local Plan process.

- **Meeting with TWBC/KCC/National Highways and Parishes on 26th January**

A further meeting was hosted by Carlos Hone, Head of Planning TWBC and including KCC members, TWBC Ward Cllrs, the five affected parishes as above, A21 Rat Run Group Representative and National Highways.

Action points coming from this meeting had been sought with the hope expressed that a commitment would be made to review this particular road strategy and consult on alternatives.

3. Gritting Route and Salt Bins – to consider requests to KCC

Cllr Churchill outlined that KCC undertake a review of winter maintenance in the Spring regarding salt bins and gritting routes for possible changes the following Winter, using experiences from the current winter as the basis.

- **Salt bins**

The Council had reviewed the locations of KCC Salt bins and it was agreed that Cllr Churchill would provide a clear list of position and costs for additional bins. If KCC would not add these the Parish Council would be able to pay for these, on completion of a Notice, and the Clerk would look into the costs for filling these bins.

Action Cllr Churchill, Clerk

- **Gritting**

The Council briefly discussed the KCC Gritting route following concerns raised by a resident in the Crooke Road area. KCC had advised that their route was at capacity and any changes would probably mean removing services from other areas (the gritter would be diverted).

The Council discussed the area around Castle Hill, Crooke Road and into Pixot Hill and an accurate map of the requested diversion would be provided for the next PC Meeting.

Action Cllr Churchill

10. Porters Wood – to discuss Play Equipment Project

Cllr Anderson had provided two outline proposals for a play area at Porters Wood, which the Council discussed broadly. The Council agreed in principle to the project, with a preference for recycled plastic

equipment which would be more hard wearing particularly in the wetter area of Porters Wood as there is a longer warranty.

Given the level of expenditure likely to be between £5k and £25k a third quote for equipment would be sought to comply with the Council's Financial Regulations and to include fencing, signage and litter bins.

Cllr Anderson would consider leafleting the local residents to see which types of equipment would be most sought and a costed project would be brought back to the Council in due course.

Funding streams include an application for the KCC Member's Grant, the UKSPF Grant, s.106 funding being held from the Fernham development and the Councils budget for 2023-24 of £7,700.

Action Cllr Anderson

11. Cinderhill

1. 2023-24 KHWP Service Level Agreement – to discuss

The SLA had only been received on the day of the meeting and Cllr Akenhead would provide comments direct to KWHP with the matter being presented for approval to the PC at the March meeting.

Action Cllr Akenhead

2. Extension of the Higher-Level Stewardship – to consider

The Council discussed information regarding the extension of the Higher-Level Stewardship programme. Cllr Akenhead outlined the benefits and drawbacks of continuing with the scheme, given that it is a small but regular sum of funding and has increased responsibilities including some targets for grazing which may prove unachievable.

It was noted that the income for educational visits would be lost and that this would affect KHWP.

RESOLVED that the Council would not extend the Higher-Level Stewardship programme with the Rural Payments Agency after the current scheme ends.

3. Football pitch funding opportunity – to discuss

Cllr Akenhead advised that there is scope for funding the re-wilding of the football pitch through the Kent Tree Strategy. This would include funding for capital costs and money for KHWP to supervise a planting day. They can plant up to 0.5ha. They can also fund fencing of up to 300m and a field gate within this project or possibly for the posts and bollards instead.

Cllrs Akenhead and Buttery would attend a meeting on 13th February and report back to the Council on outcomes.

Action Cllr Akenhead

12. Matfield Pond - update

The Council discussed the letter received from The Environment Agency, which had been delayed by several months, stating that the fish in the pond are Prussian Carp, a rare and invasive species and must be removed.

Cllr Stout had spoken with the EA and with British Aquacare and a meeting would be arranged as soon as possible on site to discuss how the fish would be removed, when and whose expense.

Action Cllr Stout, Clerk

13. Clerk's and RFO's Report

1. Matfield Pavilion – to consider quotes for painting

The Council considered 4 quotes received for painting the exterior of Matfield Pavilion. The remaining Pavilion refurbishment budget for the for 2022-23 is £7,290 of £10,000 original budget.

RESOLVED to instruct Terry Barham to undertake the work to paint the exterior of Matfield Pavilion.

2. Streetlights – to consider use and cost

The Council discussed a report on current costs and options for reducing expenditure on streetlights.

RESOLVED to change the last two remaining sodium bulbs to LEDs.

3. Accounts payable

2520	HMRC	Tax and NI January 2022	£624.20
2521	C. Brooks	Salary Balance Jan £71.80	
		January Mileage £52.20	£124.00
2522	Scrapco	Skip for Bogbean Clearance in March	£330.00
2523	CVD	Phone Line rental / Broadband January	£82.70
2524	Twyman	January cleaning Pavilion 5/1 & 19/1	£30.00
2525	Panetta Horn	Salary Balance January	£4.28
2526	James Beach the Garden Barber	Ground Cover for Plots 14 and 23	£165.00
2527	Waste way	November Bin clearance at Brenchley Rec	£67.20
2528	JP Miles	Work on barrier at Cinderhill and Tree Clearance	£1638.00
2529	knockout print	NDP Printing	£162.00
2530	Tower Leasing	Annual Service of router	£48.00
2531	Commercial Services	Balance of Grounds Maint Contract 2022	£1106.53
2532	CPRE	Annual Subscription Sept 22 -Aug 23	£36.00
2533	Kalc	Introduction to Local Planning – Cllr Tunstall	£60.00
2534	Kalc	Introduction to Planning – Cllr Buttery	£60.00
2535	Kalc	Dynamic Councillor -Cllr Anderson	£60.00

Credit Card Payments

2536	Lloyds Bank Fees	Monthly Fee December	£3.00
2537	Kalc	Introduction to Local Planning – Cllr Dewdney	£16.80
2538	Kalc	Introduction to Precepts – Cllr Akenhead	£16.80
2539	Kalc	Implementing effective community engagement	
		Cllr Wells training	£44.40
2540	Tescos	Cleaning Products for Pavilion	£4.48
2541	West Riding Signs and Print	Brass memorial plaques for Beacon	£320.40
2542	Cloud Next	.gov.uk domain name for 2 years	£132.00
2543	Cloud Next	Home hosting and hosted site annual	£59.98
2544	Cloud Next	Upgrade clerks mail box to 10GB annual	£17.98
2545	Cloud Next	Advanced hosting annual	£120.00
2546	B&Q	Adapter for printer	£2.00

Standing Orders and Direct Debits

2547	SO C. Brooks	Salary January 2023	£1843.99
2548	SO Panetta Horn	Salary January 2023	£528.92
2549	DD Smart Pension	January 2023	£647.15
2550	DD EDF Energy	Pavilion Electricity January	£212.00
2551	DD Microshade	Dec data and application service	£124.30
2552	DD Business Stream	Dec 22 Pavilion water and waste	£43.00
2553	DD Tower	Phone Equipment Leasing Jan 2023	
		36 month agreement ending December 2024	£30.02

2554	DD Smart Pension	Jan 2023 Pension admin fee	£18.00
2555	DD Npower	Streetlight electricity Dec 2022	£57.32
2556	SO Churchill	Jan Toilet Cleaning services	£677.32
2557	SO Capel Groundcare	Playground Inspection July – Dec 22 Monthly premium Jan	£54.00
2558	SO Capel Groundcare	SIDs battery change, data download and move Monthly premium February 23	£158.50
2519	Unity Bank	Bank Charges 4/9/22 – 4/12/22	£33.15

The RFO having provided invoices for scrutiny the accounts were approved for payment and would be authorised by Cllr Tunstall and Cllr Wells.

14. Meetings attended and reports by Councillors

Cllrs Buttery, Churchill and Akenhead had attended an online meeting with Voltaia regarding the traffic route mitigation for the Reeds Solar Farm.

15. To be advised of urgent business as may be previously notified

None.

16. Date of next meeting:

Parish Council Meeting 7pm, Monday 6th March, 2023

17. Co-Option – to consider applications

At the request of the Chairman, members of the public left the meeting.

The Council discussed applications from Vikki Heath and Richard Groves for the one vacancy, each having outlined their interest in the Parish Council in a short interview. The Clerk had advised that an absolute majority would be required for each role and the Chair moved to the voting procedure prescribed in the Council's Co-Option procedure.

Cllr Anderson proposed Richard Groves

This was seconded by Cllr Churchill

By a show of hands, Richard Groves was unanimously elected to the Parish Council

Successful candidate will be notified by the Clerk the day following the meeting. The Declaration of Acceptance of Office will be signed at the earliest opportunity and an induction session arranged.

Given the experience detailed the Clerk was asked to offer a Non-Voting role on the Planning Committee to Vikki Heath.

Action Clerk