

MINUTES OF THE FULL ANNUAL PARISH COUNCIL MEETING ON MONDAY 6th JUNE 2011 in BRENCHLEY MEMORIAL HALL

Present

Chairman M Mackenzie presided, Vice Chairman J Barsley Cllrs R Dafter, B Stanley, C Woodley, R Carter, I McEwen, P Randall, Mrs C Cornford and Clerk M Powell. Borough Cllr Mrs J Marsh and towards the end of the meeting Borough Cllr A McDermott. Three members of the public.

Apologies for absence

None

Declaration of Interests

Members were reminded that if a member has a ***prejudicial*** interest in an agenda item, this should be declared at the start of the meeting.

Personal interests may be declared at this point or, alternatively, can be declared at the time a specific item is being discussed if that member wishes to speak on the item in which s/he has a personal interest. In case of doubt about such an interest Councillors are advised to contact the Monitoring Officer before the meeting or declare the interest anyway.

Election of Officers

The Chairman and Vice Chairman both resigned their office. Cllr Mrs Cornford proposed Mike Mackenzie be re-elected as Chairman and Cllr Randall seconded it. The voting was unanimously in favour. Cllr B Stanley proposed Cllr Randall for the office of Vice Chairman and Cllr Carter seconded the proposal. The voting was unanimously in favour. It was resolved that Cllr Mackenzie and Randall should be elected Chairman and Vice Chairman respectively.

The following list of responsibilities was discussed and agreed as follows.

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| • Planning | Cllr P Randall with up to three other Councillors in rotation. |
| • Finance | Cllr M Mackenzie to Chair
Cllrs J Barsley, B Stanley and R Carter |
| • Matfield Pavilion | Cllr C Woodley
Cllr R Dafter |
| • Brenchley Charity | Cllr B Stanley |
| • Matfield Village Hall | Cllr J Barsley |
| • Police representative | Cllr M Mackenzie
Cllr R Dafter |
| • Roundabout Correspondent. | Cllr B Stanley
Cllrs R Carter and R Dafter to deputise. |
| • Cinderhill Wood | Cllr R Dafter
Cllr C Woodley |
| • Tree Warden | Cllr P Randall |
| • Advertising & Publicity | Cllr B Stanley |

- Website Cllr I McEwen. Cllr R Carter to deputise.
- Brenchley Memorial Hall Cllr R Carter
- Policy Issues Cllr C Woodley
Cllr I McEwen
- KALC Cllr C Woodley, now Chairman
Cllrs B Stanley and P Randall would deputise
- Rights of Way and Country Matters Cllr C Woodley
Cllr J Barsley to deputise
- Nurses Cottage Cllr B Stanley
- Youth Group Cllr C Woodley
- Colts Hill Action Group Cllr P Randall

Confirm Minutes of the full meeting on 3rd May and the APM on 12th May 2011

The minutes of the APM were amended to show the attendance of Cllr R Carter and a correction of a typographical error. The 3rd of May meeting minutes were satisfactory and subsequently both were signed by the Chairman as accurate.

Public Question Time

Members of the public asked if the PC could influence Highways to introduce a speed limit in the lane leading from Five Wents Matfield to Cinderhill Wood. If TWBC had adopted the lane then why no speed limit or alternatively if not adopted why tarmac what could be considered a footpath. Footpath. Some speed humps as were originally installed would help. The Clerk was asked to contact TWBC to ascertain the adoption status and the resident would advise the PC of times of day when the problem was at its worst.

Planning Applications.

11/00590/FUL/SE2 Cowden Horsmonden Road Brenchley

Removal of condition 2 of planning permission TW/00/00913 - The building shall not be used other than for a purpose incidental to the enjoyment of the dwelling house (Cowden); Change of use of redundant farm buildings to ancillary residential use and change of use of detached sheep barn/lambing shed to ancillary residential use.

Recommendation -Approval

11/01231/FUL/TA1 Swingle Mead Brenchley Road Matfield

Four bedroom house (replacement)

Recommendation-Refusal

Due to the disproportional size to the existing building both in scale and height.

11/01445/FUL/SJM Bournes Stores High St Brenchley

Change of use from retail space to tea room and retail shop

Recommendation -Approval

11/01449/ADV/SJM Bournes Stores High St Brenchley

1 non-illuminated fascia sign, 1 non-illuminated hanging sign, 2 free standing A boards

Recommendation -Approval

For both applications for Bournes Stores the whole PC declared an interest as it had actively encouraged the use of the property to remain a retail outlet. However it was thought its recommendations were unlikely to create a conflict as the PC had encouraged all commercial operations throughout the Parish as being in the best interests of the residents and its views on this subject were well known and had been well advertised.

11/00809/House/SJM

Homestead farmhouse, Palmers Green Lane
Brenchley

Replacement of existing double garage with oak framed garage Retrospective Oak post and clad bin store

Recommendation -Approval**Decisions taken by TWBC****11/00354/House/SE2**

The Cottage, The Green, Matfield

Minor alterations to door and window

Recommendation-Approval Decision-Approval**11/00654/House/CW1**

Foxden Gedges Hill Matfield

Detached garage with storeroom

Recommendation-Approval Decision-Approval**11/00780/House/EA1**

Mon Del Windmill Hill Brenchley

Two storey side and single storey front extensions

Recommendation-Approval Decision-Approval**11/00784/House/SJM**

The Wagon Lodge Fairmans Lane Brenchley

Garage block with room in roof space

Recommendation-Refusal Decision-Approval**11/00812/TPO/DMD**

Little Oak Windmill Hill Brenchley

Blue Cedar Cut back 2 boughs & 1 branch overhanging house by 2-4 ft. Group of western cedar reduce height by 20% and prune lateral branches by 6 to 18 inches

Recommendation-Neutral Decision-Approval**11/00738/House/SE2**

Corsica Nursery Brenchley Road Matfield

Single storey rear extension including adaption of existing outbuilding to form annexe

Recommendation-Refusal Decision-Refusal**11/00911/FUL/TA1**

Flightshott Farm Spout Lane Brenchley

Site for mobile homes for key workers (retrospective) and site for touring caravans for key workers (proposed)

Recommendation-Approval Decision-Refusal**11/00881/House/CLC**

Summerford Oast The Green Matfield

Construction of 2 bay garage with garden and log store, utility/ store room and home office

Recommendation-Approval Decision-Approval**11/00857/LBC/CW1**

Pippins, Gedges Hill Matfield

Replace 3 windows to front and 2 to rear of property. Install 3 secondary double glazing units inside

Recommendation-Approval Decision-Refusal**11/00674/FUL/TA1**

Kent National Golf & Country Club Watermans Lane

Paddock Wood

Conversion of temporary lambing shed to stables plus erection of a horse walker

Recommendation-Approval Decision-Approval

11/00990/House/SE2 The Farthings Crook Road Brenchley
Single storey rear extension.

Recommendation-Approval Decision-Approval

11/01144/TPO/DMD Little Oak Windmill Hill Brenchley
Copper Beech-raise canopy to 3.5m Hazel-Coppice

Recommendation-Approval Decision-Approval

Appeals

10/02181/FUL/CT2 1 Chestnut Lane Matfield
Demolition of garage store building and erection of single storey building

Appeal dismissed

Other Meetings Attended

Petteridge Playing Field

Cllr Woodley and the Clerk met with representatives of KHWP to discuss proposals on the approach to work and to look at costs. Following a discussion the PC agreed that Cllr Woodley should continue with efforts to secure funding from the National Lottery once figures were known.

KALC

It was duly noted that Cllr Woodley had accepted the nomination for Chairmanship of KALC.

Decisions by Clerk

Matfield Green

The meshed area on the green has been growing largely with tall weeds as opposed to grass and some residents were complaining. The Clerk thought it appropriate to trim the area to give the grass a chance and leave some mulch to assist.

Matters Arising

Annual Audit

The accounts for 2010-11 have been audited by Mr Tony de Guingand FCA who considers them satisfactory. The Council resolved to approve the annual return and the governance statement to the Audit Commission. It was agreed that Cllr Carter could produce an article for Roundabout regarding the PC's finances.

KHWP

The accounts contain some £2145 which was a grant to KHWP. They have been contacted with a view to raising an invoice to us via KCC. This grant was for access projects primarily and cannot be diverted to other projects such as Petteridge playing field. It was noted and agreed acceptable to pay this account as detailed in the list below.

PROW

Advice has been received from KCC about a cut in their maintenance budget. Ideas were sought on alternative sources and whether the PC should consider contributing to the shortfall. After discussion it was thought too early to capitulate to these demands and the PC resolved to resist contributing. At present the responsibility for footpaths was the responsibility of KCC and issues such as health and safety were unambiguous, a situation which would change if the PC agreed to accept this responsibility. However the Chair recommended further future consideration of the issue when considering the implications of the forthcoming Localism Bill and whether residents opinions should be sought. It was noted by Borough Cllr Mrs Marsh that KCC would probably pay the PC to take over some of their contractual responsibilities, we could choose our contractors and it was potentially a saving. Cllr Barsley urged caution in that KCC had considerably more buying power or had existing resources which should make them more cost effective. It was agreed that Cllr Woodley should talk to KCC on the subject without commitment.

Correspondence**TWBC**

A reply has been received from Mr J Keyhoe regarding our concerns over the materials being used on a proposed extension in Matfield. In essence it states that permission has been given subject to approval of materials being proposed and if when submitted they are deemed inappropriate alternatives will be requested.

Localism Bill

It was considered that one outcome of the Localism Bill was that the existing Code of Conduct for Councils would no longer be mandatory. In the near future we would need to make a decision as to whether to follow the lead of TWBC in how we handle the issue once the law is removed.

Other Matters as maybe previously notified**Youth Group**

Cllr Woodley reported on the Youth Group and a report had been circulated. Affiliation to the national body was on its way. £1125 had been promised in donations from local residents and a further £400 from Kent Police. Other grants will be applied for. It was reported that the youths concerned were enjoying the project after 3 months but it was agreed that the PC should consider the longevity of the project and how to continue it with subsequent ages. It was after discussion agreed that the pavilion would need heating and that two estimates had been received for such an installation together with associated electrical work. The issue of insulation together with maintenance of the fabric of the building was discussed and Cllr Woodley agreed to look into it and report back. The Chairman noted that the PC could well benefit with a greater sharing of plans and information with Horsmonden especially regarding Youth engagement as they would undoubtedly have similar issues and synergies would exist.

M&N Communications

An overview of the above company's review of consultations regarding TWBC plans for regeneration was given by Cllr Woodley. The views received from the consultation exercise are varied and any immediate plans for the Civic Complex are unlikely to happen in the near future.

Cinderhill Wood

It was noted that concrete blocks have been placed temporarily at the entrance to the wood upon receipt of information that an illegal settlement was possible. Access to the woods by the Fire Brigade was important and the Clerk was asked to arrange for them to have keys to the barrier.

It was also noted that the fire bells had been stolen and the Clerk was asked to advise TWBC both about this, the horse grazing and the lighting of bonfires in the tarmac area. The Clerk was also asked to research ways of clearing the debris from the burnt out portacabin.

Affordable Housing

The opening ceremony was next Thursday (16th June). A lot of Jack Wish's family would be coming and the proceedings were due to start at 11.45am.

Pavilion

It was noted that the entrance path to the Pavilion was in a poor state of repair. The Clerk was given permission to spend up to £250 for repairs and report back if it was likely to exceed this.

Cllr Mrs Christine Cornford.

The Chairman wished it to be formally recorded of the PC's appreciation for all the hard work put in by Cllr Mrs Cornford. Assistance with the setting up of the Inn Store and the awards around Village of the Year being just two examples. Her forthcoming emigration would be a significant loss to both residents and the PC and would prove a hard act to follow. Mrs Cornford thanked the PC for its well wishes; she was sad to be giving up the job but was looking forward to being closer to her family.

Accounts for Payment

M Powell	Salary and expenses	£1221.23
Post Office Ltd	Tax & NI	£412.89
Brenchley Youth Club	Start up donation	£250.00
Livingstone Art Founders	Bronze plaques	£420.00
B Stanley	APM expenses	£34.70
Tonbridge Film Makers	DVDs	£92.50
Matfield Hall	Hire of hall	£68.00
B Harvey	J Verrall garden work on cross burial	£55.00
Direct Technical; Services	Street lighting maintenance	£133.49
E.On	Electricity	£24.97
Came & Co	Insurance renewal	£2010.57
KCC	KHWP Grant	£2145.00
SE Water	Pond water	£77.60
SE Water	Allotment Water	£93.48
TWBC	Lease for Cinderhill Wood	£10.00

Date of next meeting

The next meeting will be a planning meeting on Tuesday 21st June in Brenchley Memorial Hall at 7.30 pm.