# MINUTES OF A FULL MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY 6$^{th}$ AUGUST 2012 IN BRENCHLEY MEMORIAL HALL

**Present**
Chairman M Mackenzie presided, Vice Chairman P Randall, Cllrs B Stanley, T De Guingand, I McEwen, C Woodley, R Berry, Mrs G Warner, Mrs N Marriot, Clerk M Powell.

**No Item**

## 1 To accept apologies for absence
None received

## 2 To approve Minutes of the last meeting
Approve minutes of the full meeting of 2$^{nd}$ July
**RESOLVED**: - to accept these minutes as accurate. They were then duly signed by the Chairman.

## 3 To record declaration of Interests on any item on the Agenda
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.
**No interests were declared.**

## 4 To adjourn to allow public participation- questions and comments
The meeting was addressed by Nurse Barbara Plumb who spoke about the value of having a sufficient supply of defibrillators in the Parish and volunteered to offer training to Cllrs in their use. This was gratefully accepted and Mrs Plumb agreed to provide a list of suitable dates

## 5 To consider the following planning applications.

**5.11 12/2087/FUL/TA1** Blue Boys Cafe Hastings Road Brenchley
Variation of conditions 2 & 6 application 12/00575- Extension and regularisation of the existing mixed use comprising restaurant/cafe (use class A3 and hot food takeaway (use class A5) to include changes to position of existing vehicular access and minor revisions to layout of car parking spaces.
**RESOLVED:-**To make a recommendation to approve.

**5.12 12/02100/House/SE2** Owthorpe, Hatmill Lane, Brenchley
Single storey rear extension
**RESOLVED:-**To make a recommendation to approve.

**5.13 12/02128/House/CLC** Noyadd Pixot Hill Brenchley
Rear storey and a half extension with loft conversion including side dormers
**RESOLVED:-**To make a recommendation to approve.

## 6 To receive items for information

### 6.1 Decisions taken by Planning Sub-Committee

**6.11 12/01668/House/CLC** Castle Hill Cottage Crook Road Brenchley
Demolition of garage erection of garden shed relocation of oil tank
*Recommendation-Approval*

**6.12 12/01862/House/CLC** Lynton Foxhole Lane Matfield
Replacement detached garage and outside store
*Recommendation-Approval*

**6.13 12/01901/House/CLC** 17 Oakfield Road Matfield
Attached garage to replace existing carport
*Recommendation-Approval*

**6.14 12/01876/House/CLC** Crooke Cottage Crook Crooke Road Brenchley

Rear ground and first floor extension
*Recommendation-Approval*

**6.2 Decisions taken by TWBC**

**6.21 12/01156/House/GM2** Pembrol Cryals Road Matfield
Conversion of garage to habitable space, with single storey extension, conservatory and decking
*Recommendation-Approval Decision-Approval*

**6.22 12/00796/FUL/SE2** Cowden Horsmonden Road Brenchley
Amendment to 00/00913 to include enlarged garden to incorporate retained wall and drainage, retained farm track to farmhouse, services/bins/Klargester emptying. Pillars to be lowered and changed to wooden farm style gates, and removal of condition 2 to allow property to be converted and cold store to be occupied as separate residential unit
*Recommendation-Refusal Decision-Approval*

**6.23 12/01329/House/CLC** Friars Oast Maidstone Road Matfield
Window to rear elevation, metal flue for woodburning stove, overhauling works to roof and replacement garden building
*Recommendation-Approval Decision-Approval*

**6.24 12/01495/House/CLC** Poulhurst Lodge, Furnace Lane Brenchley
Detached double garage
*Recommendation-Approval Decision-Approval*

**6.25 12/01438/House/GM2** Matfield Grange Cottage Sophurst Lane Matfield
Single and two storey rear extension and link to garage
*Recommendation-Approval Decision-Approval*

**6.26 12/01637/FUL/SE2** Land adjacent Tibbs Court Oast, Cryals Road Brenchley Demolition of dwelling and replacement with log cabin style pre-fabricated dwelling. Installation of domestic sewage treatment plant
*Recommendation-Approval Decision-Approval*

**6.27** 12/01649/CAC/SE2 Matfield Cricket Pavilion
Demolition of sports pavilion and replace with new sports pavilion
*Recommendation-Approval Decision-Approval*
Cllrs noted that there is a condition attached to this approval that works may not be commenced until planning permission has been granted for the replacement pavilion and that the demolition may not proceed until the replacement contract has been awarded.

**7 To receive reports of meetings attended by Councillors**

**7.1 Report by the Finance sub committee**
**T**he Finance sub-committee had met prior to this meeting and had reviewed the accounts YTD. All items were largely in line with the budget with the exception of yearly items such as subscriptions which were paid for the entire year in advance. There were no matters giving cause for concern and the Sub-Committee recommended the accounts for acceptance. It was noted KCC had advised they would replace the finger post sign at the junction of Blind Lane and Brenchley Road at their expense. The PC agreed this with the proviso that if it had not been replaced in 3 months the PC would take on the job and replace it using a previous contractor.
**RESOLVED**- To accept the recommendations of the Finance Sub-Committee.

**7.2 TWBC Planning**
Cllrs M Mackenzie, C Woodley and Mrs N Marriott attended a meeting on future planning matters. The Localism Bill has introduced various items including the ability of properly constituted organisations such as a PC to build a local plan which if agreed by referendum could be incorporated into the plans of TWBC. It was noted that Mr Jim Kehoe was moving jobs elsewhere, his deputy Claire Pemburi was leaving and Louise was about to take maternity leave.

**7.3 Brenchley School**
Cllrs B Stanley and Mrs G Warner had met with the Head Mistress and Mrs Lynne Butler representing Brenchley Memorial Hall Charity, regarding the parking problems. There was a possible arrangement possible to allow use of the car park at the Hall but this may include a financial contribution.

**7.4 KALC**

Cllr Woodley had attended a meeting of the local KALC executive Committee. The principal discussion was revolving around the adoption of the Kent Code of Conduct or other alternatives and the general consensus was that the Kent Code was likely to be adopted by the majority of local PCs.

## 8 To receive and consider the following Correspondence

### 8.1 Matfield Fire Station

KFRS has offered Matfield Fire Station to the PC for £130,000 subject to it being used only for community purposes and that if the PC were to sell it this covenant would remain, together with the requirement to return to KFRS 50% of any future profit were the PC to sell it. The PC expressed an interest but asked to Clerk to enquire if an extension was available to the six weeks requirement to allow time to consider funding.

## 9 To be advised of urgent Business as may be previously notified.

### 9.1 Code of Conduct

At the last meeting the PC agreed that once details had been finalised it would formally adopt the Code of Conduct as adopted by TWBC. The Kent Code was circulated and the PC **AGREED** to review the document for a later decision. The Clerk advised that the new forms to be provided were required and also required within 28 days of adopting a Code.

### 9.2 Jack Wish Pavilion

The pavilion was renamed the Jack Wish Pavilion at its reopening on 2nd July 2006 and the sign above the door stated this together with the sentiment that it was, at his request, in memory of his supportive wife Joyce. This was recorded in minutes at the time and was in order to recognise the significant contribution made by him both as his service as Parish Chairman over many years and as a local benefactor. Some discussion was held over the future naming of the Pavilion with views both for and against and it was **AGREED** to consider the subject for a later decision.

### 9.3 Sport England Award

The acceptance of the award included a statement that the PC would underwrite the potential shortfall between monies received and the current estimate of £203000 project costs.

**RESOLVED**- That the PC would underwrite any shortfall up to the current estimate of £28000 to satisfy the Sport England requirements.

## 10 Accounts

### 10.1 Accounts for payment

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| 10.12 | M Powell | Salary and expenses | £1271.63 |
| 10.12 | Post Office | Tax and NI | £382.85 |
| 10.13 | E.On | Electricity | £25.09 |
| 10.14 | South East Water | Pond Water | £816.44 |
| 10.15 | KCC | First ½ year mowing | £2751.41 |
| 10.16 | KALC | Training | £144.00 |
| 10.17 | TMS | Printing broadband & stationary | £52.70 |
| 10.19 | BT | Phones | £219.39 |
| 10.18 | Angela Mead | Recompense for lost earnings by early meeting setup | £64.00 |

**RESOLVED**- To accept and pay the above accounts.

## 11 Date of next meeting

The next meeting will be on Tuesday 21st August 2012 in Brenchley Memorial Hall