

**MINUTES OF A FULL MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY
4th NOVEMBER 2013 IN MATFIELD VILLAGE HALL AT 7.30PM**

Present Chairman M Mackenzie presided, Vice Chairman P Randall, Cllrs B Stanley, N Woodward, I McEwen, C Woodley, A de Guingand, Mrs G Warner and Mrs N Marriott. Clerk M Powell, Two members of the public.

No Item

1 To accept apologies for absence

Borough Cllr A McDermott for being on holiday and Borough Cllr Mrs J March for Chairing a meeting of Horsmonden PC

2 To approve Minutes of the last meeting

2.1 Approve minutes of the full meeting of 7th October

RESOLVED To accept the 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.

4 To adjourn to allow public participation- questions and comments

Two ladies spoke on behalf of the Community Store House in Paddock Wood. It was a charitable foundation designed to provide temporary assistance in cases of hardship. Donations in the way of non-perishable foodstuffs were being collected at various sites around the area from Supermarkets and Churches. Referrals for their services were either directly from the individuals concerned or from other institutions such as the Church. Several instances of the reasons why their Charity had started well were quoted and a significant demand was foreseen.

5 To consider the following planning applications.

- 5.1 13/02989/House/HW1** Sophurst Cottage Sophurst Lane Matfield
Rear two storey extension with minor internal alterations two bay oak frame garage
Cllr deGuingand declared a personal interest as the applicant was known to him and although he remained in the room took no part in the discussion and vote.
RESOLVED To recommend Approval
- 5.2 13/03017/FUL/TA1** Lower Brenchley Farm Watermans Lane Paddock Wood
Stable Block
RESOLVED To recommend Approval subject to previous conditions of consent regarding the number of horses allowed on site at any one time.
- 5.3 13/2938/LBC/CO1** Matfield House The Green Matfield
Oak framed garage
RESOLVED To recommend Approval

6 To receive items for information

6.1 Decisions taken by TWBC

- 6.11 13/01355/FUL/NR2** Kippings Cross Oast Hastings Road Brenchley
Retrospective-horse barn, sand school, horse walker and hard standing including change of use to equestrian
Recommendation-Approval Decision-Approval
- 6.12 13/02361/House/HW1** Stocks Hill Brenchley Road Matfield
Single storey rear extension
Recommendation-Approval Decision-Approval
- 6.13 13/02664/House/HW1** 4 Sophurst Wood Sophurst Lane Matfield
Rear Conservatory

Recommendation-Refusal Decision-Approval

6.2 Other Planning Issues

It was noted that the owner of "Lindisfarne" in Petteridge Lane appeared to be felling woodland and running a motor business from the site.

RESOLVED To ask the Clerk to contact TWBC to ensure they were aware of this, to ask if the owner had permission to run such a business and to clear the land and whether business rates were being collected.

7 Correspondence

7.1 Sport England

The Clerk advised that our application for the final tranche of our award has been approved and that £37,157 would shortly be with us.

8 Reports of Meetings attended.

8.1 MPG

Various members of the MPG met at the pavilion for an inspection. Due to inclement weather and eight days lost because of it a handover could be possible on the 6th December but more likely 17th. All agreed they were happy with the work of Davis Builders. The painting weekend was scheduled for 23/24th November. A management meeting was planned for Wednesday 6th to discuss operating guidelines.

8.2 Clerks Meeting-TWBC

The Clerk attended a meeting at the Town Hall together with other Clerks and some staff of TWBC. The staff gave presentations as to their responsibilities and their interaction with Parishes. One topic that was probably the most significant was the Declaration of Pecuniary Interests (DPI). Councillors were reminded that they should be aware that they must file their DPI with the Monitoring Officer (MO)- Mr Paul Cummings and this can be confirmed by referring to the TWBC web-site. Further that if any Cllr declares a DPI in the course of a meeting they must not only leave the room during any discussion but also log that declaration with the MO within 28 days of that meeting. **Failure to do so is a criminal offence and the sole responsibility of the Councillor involved.**

8.3 Brenchley Hall Charity

Cllr Woodward reported the various ideas that had been proposed to promote the Hall. Items included a cafe and a heritage centre designed to home the archives of Brenchley Historical Society. Cllr McEwen had subscribed to "Survey Monkey" which was a useful tool to collate the results of a planned survey of local residents to understand their needs.

RESOLVED That the PC would fund the proposed survey and the web tool.

8.4 Plum Orchard- TWBC

The Chairman advised that the ongoing issue of the Plum Orchard was reaching a conclusion. Numerous re-applications had been made most with an appeal once they had been refused. All appeals have been dismissed and a court case is likely in the new year.

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

9.1 Date for APM

A date for the APM was discussed and it was **AGREED** to formally invite Anne Barnes PCC and the Chief Constable speak.

The 15th or 22nd of May was considered the most suitable. The Clerk was asked to contact the booking clerk of the hall to check on availability.

9.2 Visit to Allotment

Councillors had expressed a desire to visit the allotments. It was **AGREED** To defer a decision until the Spring.

9.3 Jack Verral Garden

A plan of action for JVG – mowing, picnic tables etc was necessary.

AGREED That Cllrs Mackenzie and Stanley would visit the garden and report on their findings.

9.4 BMH Car Park

To consider a repair of pot holes in BMH car park. Cllr Woodward agreed to raise the issue with the Charity.

9.5 Matfield Pond

Mrs B Holmans is organising a pond clear up day for 17th November and has asked for the PC to provide a skip. The Clerk advised that had been done.

9.6 Christmas Lights

To agree further expenditure and a switch on day.

AGREED to install further lights on the weekend of 16th November with a switch on day of 30th November. The Clerk would ascertain the amount of lights in stock and advise.

9.7 TWBC Forthcoming Services charges

To consider the PC's attitude to advice info from TWBC regarding the likelihood of services currently funded by them to transfer the costs to the Parish Precept- e.g. Utility Vehicle

AGREED To consider this in the future once costs had become advised by TWBC

9.8 Risk Assessment

A comprehensive risk assessment of the activities of the PC– contingency planning/financial security/data security/succession planning etc was discussed as appropriate.

AGREED- Cllrs McEwen and Mrs Marriott would consider and make recommendations.

10 Accounts for Payment

10.1	M Powell	Salary & Expenses	£1584.42
10.2	Post Office	Tax & NI	£548.91
10.3	TWBC	Services for public conveniences	£28800.00
10.4	E.On	Electricity	£24.62
10.5	HMY	Architects Fees	£858.00
10.6	TMS	Stationery	£6.60
10.7	Streetlights	Maintenance contract	£226.02
10.8	Namesco	Domain name	£23.99
10.9	Davis Builders	Progress payment	£41338.69
10.10	UK Power Networks Ltd	Electricity supply	£1824.23

RESOLVED To accept the invoices and to pay them. However the Clerk was asked not to dispatch the cheque to TWBC until an agreement had been received and accepted by the PC.

11 Date of next meeting

The next meeting will be on Tuesday 19th November in Matfield Village Hall.