

**MINUTES OF A FULL MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY  
9<sup>th</sup> DECEMBER 2013 IN BRENCHLEY MEMORIAL HALL AT 7.30PM**

**Present**

The meeting was chaired by Cllr M Mackenzie. Vice Chairman P Randall, Cllrs A deGuingand, C Woodley, I McEwen, N Woodward, B Stanley, Mrs G Warner. Brg Cllr A McDermott. Clerk M Powell. Three members of the public.

**No      Item****1      To accept apologies for absence**

Cllr Mrs N Marriott for being unwell and Cllr Mrs J March for Chairing another Parish meeting.

**2      To approve Minutes of the last meeting**

**2.1**      Approve minutes of the full meeting of 4<sup>th</sup> November.

**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**

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

*Personal* interests could be declared at this point or, alternatively, could 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 had been advised to contact the Monitoring Officer before the meeting.

**4      To adjourn to allow public participation- questions and comments**

No comments or questions were received.

**5      To consider the following planning applications.**

**5.1      13/03273/House/RH1**      Glebe Place Brenchley Road Brenchley  
Demolition of existing lean to structure, single storey side extension  
**RESOLVED-** To recommend approval

**5.2      13/03333/LBC/CP3**      Ashmeade Crook Road Brenchley  
Single storey rear addition and minor alterations  
**RESOLVED-** To recommend refusal.  
The application had not changed significantly since the last recommendation to refuse.

**5.3      13/03314/FUL/RH1**      Foxhole Farm Foxhole Lane Matfield  
Change of use of agricultural building to equestrian and sand school  
Cllr Woodley declared a personal interest as the applicant was a near neighbour.  
**RESOLVED-** To recommend refusal  
On the grounds that insufficient consideration had been given to the associated parking and that the area would be significantly floodlight causing light pollution and nuisance to neighbours.

**5.4      13/03447/House/CP3**      High Tong Marle Place Road Brenchley  
Alterations to garage roof to form art studio  
**RESOLVED-** To recommend approval

**5.5      13/03466/FUL/HW1**      Burrs Hill Farm Horsmonden Road Brenchley  
Minor material amendment - Replacement agricultural storage building incorporating controlled atmosphere fruit stores - vary drawing no. ENQ/1153/02A to show clear perspex corrugated roof lights on the north roof elevation and the size of the roller shutter door enlarged to allow HGVs to reverse into the building. Variation of wording of condition 13 - to all movements of heavy goods vehicles associated with the use of the cold stores in the building hereby permitted shall be restricted to 7am to 7pm on Mondays to Saturdays and 8am to 4pm on Sundays and bank holidays (TW/13/00215 refers)  
**RESOLVED-** To recommend approval

**6      To receive items for information****6.1      Decisions taken by TWBC**

**6.11      13/02783/LBC/CP3**      Ashmeade Crook Road Brenchley  
Single storey rear addition  
Recommendation-Refusal Decision-Refusal

- 6.12 13/03160/Ful/HW1** Burrs Hill Barn House Horsmonden Road Brenchley  
Retrospective-potting shed and boiler flue  
Recommendation-Approval Decision-Approval

## 6.2 Appeals

- 6.21 13/00635/FUL/** Parkwood Farm Cryals Road Matfield  
Erection of detached house and garage and alterations to an existing building  
Decision-Appeal Dismissed.  
The PC made reference to the Appeal Inspector's report with the comment that it was very good and concise and the arguments contained would be useful in the future for similar applications.

## 7 Correspondence

- 7.1 TWBC-Public Conveniences Maintenance Contract**  
The final version of the maintenance contract has been received and has been reviewed by Cllrs McEwen and Mrs Marriott.  
**RESOLVED-** To accept this version for the Clerk to sign on behalf of the PC and to release the previously signed cheque to TWBC for the agreed £24000 plus VAT.
- 7.2 TWBC-Council Tax Benefit Support Grant**  
A letter from Mr Lee Colyer advising of the likely effect of the reduction of CT Benefit Support. This is amalgamated into the Revenue Support Grant to the District and is being reduced by 23% for the forthcoming year. Assuming the CTBS grant is passed on in full the PC could to see a windfall of £1881 this year as opposed to £2446 last year.
- 7.3 KCC Grounds Maintenance**  
Advice has been received regarding the quotation for the following years mowing contract. Prices have risen by 2.5%. The hand mowing of the Jack Verrall Garden will cost £548.35 if required.  
**RESOLVED** To continue to use KCC and for the Clerk to accept the quotation.
- 7.4 Lawson Queay Surveyors**  
A copy of an email from the above, who are the Surveyors to TCHA, to TWBC asking if they are happy to name the new Affordable Housing in Brenchley as Berry Close or Berry Court after Cllr Ron Berry. After discussion it was **AGREED** that this was not the best of names and that the development should contain reference to its geographical location. Market Heath Close, Court or Place were preferable and should be communicated.
- 7.5 WWI Commemoration Committee**  
Advice about events surrounding the Anniversary of the start of WW1 and the possibility of applying for a grant from the Lottery Heritage Fund.
- 7.6 Proposed Bus Stop in Matfield**  
Comments have been requested regarding a proposed new bus stop outside Matfield Village Hall.
- 7.7 Tree in Matfield**  
Advice has been received that a tree in Maidstone Road is leaning and various options are available to remedy the situation. However by the time of the meeting the tree had been removed. Cllr Randall reported that the Horticultural Society would be able to provide a replacement, probably a hawthorn.

## 8 Reports of Meetings attended by Councillors

- 8.1 Finance Sub-Committee**  
The FSC had considered both the accounts YTD and the budget for the following year which will drive the precept consideration. The accounts were considered satisfactory with no cause for concern. The Clerk together with Cllr de Guingand had met to formulate a budget which was put to the full PC. It was thought that various items needed further monies and consideration such as the Green which would need spending on not only the usual posts but repairs to the parking verge and maintenance around the pond. It was proposed to increase the budget for this item

from £500 last year to £3500. The saving on the planned cost of the public conveniences of some £10000 would contribute to this as well as an increase in the budget for Christmas lights as Brenchley tree needed extensive replacement of lights ending their useful life. Other items considered particularly were the playground which needed maintenance to the equipment and a budget increase from £750 to £2500 but the planned expenditure on a new defibrillator could be dispensed with as the Parish already had two. It was **AGREED** that the figures would be reviewed in light of Cllrs comments with the overall objective of the precept being contained within a reasonable and modest increase bearing in mind that no increase had been made in four years and also that the likelihood was that TWBC would be seeking to pass on some costs of services in the near future. The decision would be made at the meeting on 6<sup>th</sup> January 2014

## 8.2 MPG

The Pavilion is nearing completion. The planned handover is delayed until early-mid January. The MPG had agreed that Davis Builders should now paint the interior to be assured of a timely and comprehensive job. Formal opening was hoped to be 8<sup>th</sup> June with a ceremonial opening on 20<sup>th</sup> July being the date of the fete and flower show match.

## 8.3 Matfield Post Office

It was noted that the Post Office service from the Inn Store was sporadic and difficult to predict. The Chairman agreed to discuss the issue with the operator.

## 8.4 Capel Solar Park Consultation

Cllr Woodley and the Clerk had attended a presentation on the proposal. The general feeling was that the scheme was acceptable and beneficial to the local community.

## 8.5 KALC Area Committee

Cllr Woodley reported on the last meeting. A general problem was one of low attendance. Other issues included reports that Bidborough and Speldhurst were suffering from an increase in night flights by Gatwick bound and departing aircraft. There were a few highways issues mainly centering on the proposals to reduce the time streetlights were to be illuminated.

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

## 9.1 Photocopier

The photocopier used by the Clerk has failed in its software and although is capable of directly copying a document can no longer be accessed via the computer. It is just under 5 years old. **RESOLVED** To allow the Clerk to obtain a colour machine on a lease to avoid capital expense and stocking costs of toner etc. Costs were between £25 and £35 p/mth which included toner and maintenance.

# 10 Accounts

## 10.1 Accounts for payment

|       |                         |                   |           |
|-------|-------------------------|-------------------|-----------|
| 10.11 | M Powell                | Salary & Expenses | £1801.87  |
| 10.12 | Post Office             | Tax & NI          | £383.05   |
| 10.13 | SE Water                | Pond Water        | £10.80    |
| 10.14 | SE Water                | Allotments water  | £122.55   |
| 10.15 | Eon                     | Electricity       | £25.44    |
| 10.16 | TMS                     | Stationery        | £135.43   |
| 10.17 | Roundabout              | Annual advert     | £200.00   |
| 10.18 | Brenchley Memorial Hall | Car parking       | £1500.00  |
| 10.19 | Davies Builders         | Progress Payment  | £50375.43 |
| 10.20 | Stewards                | Skip Hire         | £228.00   |

**RESOLVED-** To accept these accounts and to pay them

## 10.2 Monies received

|       |      |                       |         |
|-------|------|-----------------------|---------|
| 10.21 | TWBC | Christmas Light grant | £180.00 |
|-------|------|-----------------------|---------|

# 11 Date of next meeting

The next meeting will be on Monday 6<sup>th</sup> January. Venue to be discussed.