

**MINUTES OF A FULL MEETING OF BRENCHLEY PARISH COUNCIL ON
MONDAY 7th APRIL 2014 IN MATFIELD PAVILION AT 7.30pm**

Present

Chairman M Mackenzie presided, Cllrs C Woodley, B Stanley, A deGuinand, N Woodward, I McEwen, Mrs G Warner, Mrs N Marriott, Clerk M Powell. Two members of the public.

No Item

1 To accept apologies for absence

Cllr P Randall for business commitments and Borough Cllr A McDermott for a holiday.
Resolved To accept these apologies

2 To approve Minutes of the last meeting

Approve minutes of the full meeting of 3rd March 2014

Resolved To accept these minutes as accurate. Then 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 have been advised to contact the Monitoring Officer before the meeting.

4 To adjourn to allow public participation- questions and comments

Mrs Denise Barr spoke on behalf of the Historical Society, The Society needed a permanent home for its archives and asked if space could be made available in the Pavilion. The Chairman replied that what space there was had been earmarked for the Cricket Club, Guides etc and that was not really suitable for archives as it was unheated and likely to be damp. Cllr Woodward, the PC's representative for Brenchley Memorial Hall Charity said that the charity was reviewing what it could offer and he was in discussion with their committee. The PC was recommending the hall as the most suitable and would keep the Society informed.

5 To consider the following planning applications.

5.1 13/03654/FULL/TA1 Matfield Fire Station
Retrospective Change of use from redundant fire station to class B1 business use.

Resolved To recommend approval

5.2 14/00483/FULL/RH1 1 Margaret Villas Maidstone Road Matfield
Change of use of ground floor from Class A2 (estate agents) to residential

Resolved To recommend approval

5.3 14/00078/HOUSE/CO1 Little Chill Mill Bungalow, Tibbs Court Lane Brenchley

Roof extension with balconies front and rear

Resolved To recommend approval

5.4 14/00680/HOUSE/RH1 Meadow Bank Coppers Lane Matfield
Removal of existing rear outbuilding. Construction of two storey side/rear extension. Elevation changes to front including new front door and canopy

Resolved To recommend approval

- 5.5 14/00730/HOUSE/CO1** 4 Chestnut Lane Matfield
Single storey extensions to front and rear
Resolved To recommend approval
- 5.6 14/00733/LBC/HW1** Weirleigh Gedges Hill Matfield
Internal refurbishment and alterations to basement/lower ground floor
Resolved To recommend approval
- 5.7 14/00734/FUL/TA1** Orchard View Cottage Brenchley Road Matfield
16 photovoltaic panels
Resolved To recommend approval
Cllr Mrs Marriott reported that although Cllr Randall was absent at the meeting he had declared an interest in this application as being a neighbour and had taken not part in the decision.

6 To receive items for information

6.1 Decisions taken by TWBC

- 6.11 13/03761/FULL/NR2** Primavera Maidstone Road Matfield
Redevelopment of site to provide storage and distribution building and detached ancillary offices building
Recommendation-Approval Decision-Refusal
- 6.12 14/00080/HOUSE/RE4** Walters Farm High St Brenchley
3-bay garage with studio/workroom over (amendments to 10/03347)
Recommendation-Approval Decision-Approval
- 6.13 14/00143/HOUSE/CO1** Burrs Hill Barn House, Horsmonden Road Brenchley
Single storey extension to north elevation
Recommendation-Approval Decision-Approval
- 6.14 14/00248/HOUSE/RE4** Coach house Gedges Hill Matfield
Single storey side extension
Recommendation-Approval Decision-Approval
- 6.15 14/00382/HOUSE/RH1** 1 Bourne Cottages Tibbs Court Lane Matfield
Single storey rear extension with alteration to private right of way
Recommendation-Approval Decision-Approval

6.3 Grant Application

The grant for the Pavilion kitchen has been received for £2178.00

6.4 Reports

Cllr Woodley reported on Cinderhill Wood. KHWP were proposing a guided walk around the woodland at 10.30am on the 2nd June. Cllr Woodley also reported on the playing field at Petteridge which had had a clear up day and although quite a lot had been achieved the turnout was poorer than might be expected. It was noted that one nearby resident was encroaching onto the land by extending their garden to include tables and chairs, other residents were tipping garden waste into the area. The Clerk was asked to write to all residents surrounding the field to advise this was unacceptable and to cease these practises immediately.

It was also noted that a mobile home in an adjacent plot was being lived in and the Clerk was asked to advise TWBC

6.5 Blueboys

It was reported that the Blueboys application for a fast food outlet was progressing and that English Heritage were considering the issue in relation to applying to have the building listed. Concerns were raised that the building could be demolished imminently to escape this restriction. The Clerk was asked to write to McDonalds to ask if they were aware of the depth of local feeling particularly in light of the recent petition which had been raised.

7 Reports of Meetings attended by Councillors

7.1 MPG

Following a meeting with the Architects it was noted that there were some areas still to be completed most notably the fall on the shower floors which prevented them draining properly. Although the Architects had issued a certificate of practical completion it was agreed by the MPG to withhold £2500 from their last invoice until these works had been satisfactorily been completed. It was agreed to absorb the electricity used in the construction into running costs. Charges for use of the Pavilion were being formulated by the Management Committee and a Policy document and Business Plan had been circulated.

Resolved To agree the Policy document and Business plan in principle. It was also agreed that the MPG Management Committee would formulate a pricing schedule for using the Pavilion and make their recommendations to the PC at a later date.

7.2 BMHC

Cllr Woodward reported on a meeting of the BMHC which he attended. The way forward was still being discussed at length with many future proposals being considered. There was some consideration being given to housing the Historical Society Archives together with a separate group to digitise records and the decision would be reported shortly.

7.3 Speedwatch

Insurance was being effected by Horsmonden PC and it was Agreed that the £100 excess should any damage occur was acceptable as it was being split them and ourselves. However concern was expressed that the promoters of the scheme in Brenchley were not prepared to assist in the overall scheme either in Brenchley overall or Horsmonden but only in Brenchley Road and Coppers Lane. This was unacceptable as the Police would only sanction specific locations and insist volunteers are trained for that location. The Chairman agreed to discuss the issue with the Brenchley organiser.

7.4 School Parking

Cllr Mrs Warner reported that the efforts being made to get parents not to park on the road were working and the situation was improving. The afternoons were less of a problem as the collection of children was staggered to different times for different classes.

8 Correspondence

8.1 Historical Society

A request that the Pavilion could be used for the location and storage of the archives of the Historical Society. This issued was addressed under item 4 above.

8.2 Resident

A reminder had been from a resident that the War Memorial in Matfield needs cleaning. Burlite Ltd has been contacted and their quotation of

£2792 plus VAT has been maintained from a year ago. They hoped they could do the work by August and the Clerk had asked them to put the work into their schedule.

Resolved To accept their quotation.

8.3 Tunbridge Wells Agreement

The Agreement has been circulated and copies were provided. It was **agreed** to respond in line with the comments made by Cllr Woodley which the Clerk was asked to do.

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

9.1 Location of future meetings of the PC

With the virtual completion of the Pavilion consideration was given to using it for PC meetings.

Agreed To use the Pavilion for three months to determine its suitability before giving notice to Matfield Village Hall or Brenchley Hall.

9.2 Repeal of LGA 1972 S150 (5)

The Clerk reported that the repeal of the above order has been made which essentially removes the requirement to have two signatures on every payment made by the PC. This is intended to permit the use of electronic funds transfer but is not intended to remove the need for a robust system of ensuring financial checks are in place.

Although the current system can continue largely unchanged there is a possibility that HMRC are about to insist on an electronic transfer and money could be saved with other suppliers. Any changes will require formal putting in place effective systems and arrangements compliant with proper practises and effectively means adopting new Financial Regulations and internal procedures compliant with this guidance.

9.3 Proposed poster for the APM

Cllr Stanley displayed a poster for advertising the forthcoming AGM Which was agreed as being eye-catching and effective.

10 Accounts

10.1 Accounts for payment

10.11	M Powell	Salary & Expenses	£1855.22
10.12	Post Office	Tax & NI	£420.87
10.13	Davis Builders	Stage payment	£18726.19
10.14	P Randall	Grass seed	£29.99
10.15	TMS	Mats for pavilion	£223.76
10.16	Eon	Electricity	£48.42
10.17	EJP Ltd	extinguishers	£204.60
10.18	Broker Network	Pavilion insurance	£159.87
10.19	J Wade	Electricity for Christmas lights	£25.00

Resolved To agree the invoices and to pay them.

11 Date of next meeting

The next meeting will be on Tuesday 22nd April in Matfield Pavilion. This will be preceded by a Finance meeting at 7.00pm