

**MINUTES OF A PLANNING MEETING OF BRENCHLEY PARISH COUNCIL ON TUESDAY
21st APRIL 2015 IN MATFIELD PAVILION AT 7.30pm**

Present

Vice Chairman B Stanley presided, Cllrs I McEwen, A de Guingand, N Woodward, Mrs N Marriott, Clerk M Powell.

No Item

1 To accept apologies for absence

Cllr Randall for business commitments. Cllr M McKenzie for a holiday. Cllr Mrs Warner for a prior engagement

2 To approve Minutes of the last meeting

Approve minutes of the full meeting of 7th April 2015

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 have 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

None

5 To consider the following planning applications.

5.1 15/502210 Orchard Cottage Maidstone Road Matfield
Erection of double garage and log store
Resolved: - To recommend approval

5.2 15/502597 Tong Farm Bungalow Tong Road Brenchley
Certificate of lawful development to establish existing use (Non compliance with agricultural Occupancy condition)
Resolved: - To recommend approval

6. To receive items for information

6.1 14/501381 Land opposite Park Cottage High St Brenchley
Single storey extension on north east of approved detached dwelling and garage 14/01330 refers
Recommendation- Refusal Decision Approval

7 Meetings attended by Councillors

6.1 Finance Sub-Committee

The Finance Sub-Committee met immediately prior to this meeting and was attended by Cllrs B Stanley who presided, A de Guingand, I McEwen and RFO M Powell.

It was considered that the £4909 recorded as spent on the pavilion rebuild should be listed below the final line of expenditure, as it was part of the capital expenditure allocated to that project. The £23.45 recorded as election expenses was in fact recorded on the wrong line and should be an electricity cost. Items significantly over budget were signs at 134%, which was for repairs to the finger post in Brenchley broken by a lorry, donations of £1268 at 254%, which was the purchase of a fire safe for the Historical Society and Matfield Pavilion at 156% at £782, which was the purchase of a vacuum cleaner and other sundry items.

Overall the net expenditure on budget items was £56407, compared to a

budget of £71975. This underspend was largely due to carrying forward provision for a few items of significant expenditure where work had not been completed by the end of the financial year. The outcome represented good budgetary control during the year."

As part of the risk assessment process it was agreed that the figures would again be reviewed once the new bank account with Unity Trust was established. The Committee had concluded the figures were in line with that expected, were accurate and that they raised no cause for concern. It was also agreed that the accounts should include a line for expenditure on the Parish Plan for the forthcoming year.

Resolved To accept the report and accounts and to use them as the basis for the Annual Return to the Audit Commission.

8 Correspondence

8.1 Allotments

The Clerk had been in conversation with an allotment holder who had raised concerns about the western boundary hedge that was overgrown and causing problems by putting several plots into shade. The ownership of this hedge was in doubt and he was reluctant to trim it until this was established. Cllr Mrs Marriott agreed to do some research to this effect.

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

9.1 Risk Assessment

It accordance with the agreed risk assessment timetable it was considered appropriate to formalise the review of our insurance cover for 2016 and the Clerk was asked to report on it at the 21st July Finance meeting.

10 Date of next meeting

Monday 5th May at 7.30pm in Matfield Pavilion