

**MINUTES OF A FULL MEETING OF BRENCHLEY PARISH COUNCIL ON TUESDAY 5th MAY
2015 IN MATFIELD PAVILION AT 7.30pm**

No Item

1 To accept apologies for absence

Cllrs P Randall for business commitments. Cllrs C Woodley and Mrs N Marriott for family commitments.

2 To approve Minutes of the last meeting

2.1 Approve minutes of the planning meeting of 21st April 2015

Resolved To accept the minutes as presented 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 **14/ 501585** The White House The Green Matfield
Replacement of "Crittall" window in kitchen and timber window.
Replacement of patio doors in lounge
Resolved To recommend approval

6 To receive items for information.

6.1 Decisions taken by TWBC

- 6.11 **15/500560** Little Crooke Cottage Crooke Road Brenchley
Replacement single storey detached double garage.
Recommendation- Approval Decision- Approval

- 6.12 **15/501388** Stumblets Mead Crooke Road Brenchley
New roof to detached garage to form games room with external stair
Recommendation- Refusal Decision- Approval

- 6.13 **15/501459** Thorn House Maidstone Road Matfield
Insertion of tanking system to cellar
Recommendation- Approval Decision- Approval

6.2 Bus Shelters

A remittance advice of £14400 has been received from TWBC for a grant for bus shelters.

Resolved To order two "Newstead shelters with pitched roof design and one Eaton with pent roof design.

7 Items for consideration and Decisions required.

7.3 Banking

Councillors who have not completed the form provided were asked to bring them to the meeting.

8 Meetings attended and reports by Councillors

8.1 Parish Plan

No meetings had been attended but Cllr Woodward reported he was about to meet with TWBC regarding the proposed parish Plan.

8.2 Pavilion

Cllr McEwen reported that the final inspection of the pavilion was imminent and if all were acceptable the retention monies would become due.

9 Correspondence

9.1 Matfield Green

A request from a resident to place an advertising sign alongside the road on Matfield Green publicising an open day for her house. The request is to place it for a week before June 20th and will be approximately 2ft X 3ft
Resolved To grant permission provided the sign was securely fixed to avoid being a hazard in windy weather.

9.2 Matfield Sign

A quotation has been verbally received from Jakk Country Furniture Ltd for the reinstatement of the Matfield Sign. The cost will be £975.00
Resolved To accept the quotation

9.3 Risk Assessment

With regard to the above a Management and a Finance meeting had been held. The Management Committee expected to report in September and it was expected the financial regulations of the PC would need to be changed as soon as the new bank account was established. Although our insurance renewal was not due until 2016 a review of our arrangements was scheduled for July.

It was also felt that following the hiring of the Pavilion for a party with a hog roast there was issues to consider. The party held the roast on the veranda despite being advised to place it to the side of the pavilion and that they also erected a marquee without permission. The management Committee would consider these and amend the rules, judging each application on its merits.

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

11 Accounts for payment

11.1	M Powell	Salary and Expenses	£1389.12
11.2	Post Office	Tax & NI	£402.35
11.3	Eon	Electricity	£25.44
11.4	Managed Technology	Postscript licence (copier)	£540.00
11.5	D Izzard	gardening at War memorial	£50.00
11.6	BT	Phones and broadband	£314.95
11.7	Wendy Cane	JV Gardening	£97.34

12 Date of next meeting

The next meeting will be Tuesday 19th May 2015