

**MINUTES OF THE AGM OF BRENCHLEY PARISH COUNCIL ON MONDAY 1st JUNE 2015 IN
MATFIELD PAVILION AT 7.30pm**

Present

Chairman M McKenzie presided. Vice Chairman B Stanley, Cllrs P Randall, A deGuingand, I McEwen, C Woodley, Mrs G Warner, Mrs N Marriott. Borough Cllrs A McDermott and Mrs J March. Clerk M Powell. 2 members of the public.

No Item

1 To elect the Chairman and Vice Chairman

The Chairman and Vice Chairman resigned. The Clerk called for nominations for candidates. Both M McKenzie and B Stanley were proposed for Chairman and Vice Chairman respectively and both were elected unanimously.

2 To accept apologies for absence

Cllr N Woodward for business commitments

3 To approve Minutes of the last meeting

To approve minutes of the full meeting of 5th May 2014

Resolved To accept the minutes as presented as accurate. They were then duly signed by the Chairman.

4 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.

5 To adjourn to allow public participation- questions and comments

None. However Borough Cllr A McDermott reported on Cllr Mike Rusbridge who had suddenly passed away after a short illness. He has been in the planning department at TWBC for many years and was a Cabinet Member.

6 To consider the following planning applications.

6.1 15/503475 Castle Inn Crook Road Brenchley
Extension to provide independent residential accommodation and enlarged restaurant

Resolved To recommend approval

6.2 15/503509 Crittenden Kiln Crittenden Road Matfield
Installation of bi-fold doors into square kiln

Resolved To recommend approval

6.3 15/503221 1 Fir Tree Cottage Green Lane Brenchley
Part replacement rear single storey extension and replacement front porch.
Proposed decking

Resolved To recommend refusal

Whilst the plans do not make it plain the relationship of the subject property to the adjoining semi-detached house and the impact that the proposed development would have on the neighbouring property, it is considered that the modern extension does not respect and complement the original building and the neighbouring buildings. Both the extension and the proposed decking are inappropriate for the rural area and the AONB

- 6.4 15/502887** Field House 14 Broad Oak Brenchley
Resubmission of 12/00101 erection of single storey rear extension, side extension at first floor level over existing garage and porch to front elevation. First floor rear windows to be replaced to match front and conservation style roof lights to store room.
Resolved To recommend approval

7 To receive items for information and decisions required

7.1 Decisions taken by TWBC

- 7.11 15/501914** Ashlyn Maidstone Road Matfield
Erection of single storey rear extension with roof lights
Recommendation-Approval Decision-Approval
- 7.12 15/501132** Lodge Farm Bramble Reed Lane Matfield
Conversion of disused livestock stabling into holiday accommodation
Recommendation-Approval Decision-Approval
- 7.13 15/501956** Wealden Furnace Lane Brenchley
Access path to paddock
Recommendation-Approval Decision-Approval
- 7.14 15/502210** Orchard Cottage Maidstone Road Matfield
Erection of double garage and log store
Recommendation-Approval Decision-Approval
- 7.15 15/502597** Tong Farm Bungalow Tong Road Brenchley
Certificate of lawful development to establish existing use (Non compliance with agricultural Occupancy condition)
Recommendation-Approval Decision-Approval

7.2 Parish Plan

Consideration was given to the forthcoming Parish Plan and the logistics of gaining public involvement. Whilst the PC expected to spend a reasonable sum on the project it would keep a watching brief at present to see how things would develop. Cllr Woodley had created some notes on its implementation which he agreed to circulate.

7.3 Portebello

It was noted that part of the wall to the above property had been removed despite it being listed. The Clerk was asked to enquire is a separate planning application and listed building consent were expected.

7.4 Sport England

Cllr McEwen reported that a requirement of the original grant was to report back on usage of the Pavilion after a year. He was pleased to report that usage had been high enough to exceed the targets required.

8 Committees and Responsibilities

The following responsibilities and committees were agreed upon for the forthcoming year.

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| 8.1 | Planning | Cllr Mrs Marriott to Chair, Cllr P Randall to deputise together with another Cllr in rotation. |
| 8.2 | Finance | Cllr M Mackenzie to Chair, Cllrs T de Guingand, B Stanley and I McEwen |

8.3	Matfield Pavilion Management Committee	Cllr C Woodley to Chair, Cllrs T de Guingand to deputise.
8.4	Brenchley Charity	Cllr B Stanley
8.5	Matfield Village Hall	Cllr Mrs N Marriott
8.6	Police representative	Cllr Mrs G Warner
8.7	Roundabout Correspondent.	Cllr B Stanley, Cllrs Mrs N Marriott and Mrs G Warner to deputise
8.8	Cinderhill Wood	Cllr T de Guingand, Cllr C Woodley
8.9	Tree Warden	Cllr P Randall
8.10	Advertising & Publicity	Cllr B Stanley
8.11	Website	Cllr I McEwen.
8.12	Brenchley Memorial Hall	Cllr Mrs G Warner
8.13	Policy Issues and Risk Assessment	Cllr C Woodley, Cllr I McEwen, Mrs N Marriott
8.14	KALC	Cllr C Woodley, Cllr P Randall would deputise
8.15	Rights of Way and Country Matters	Cllr C Woodley, Cllr Mrs G Warner to deputise
8.16	Nurses Cottage	Cllr B Stanley
8.17	Matfield Green	Cllrs P Randall, I McEwen, C Woodley, Mrs N Marriott
8.18	Transport	Cllr N Woodward
8.19	Brenchley School	Cllr M Mackenzie
8.20	Jack Verrall Garden	Cllrs P Randall and B Stanley
8.21	Parish Plan	Cllr Woodward

9 To approve accounts for 2013-2014

The accounts for the year have been internally audited by Mr Richard Carter F.C.A. and the annual return requires approval before being returned to the Audit Commission.

Resolved To accept the figures as contained in the Return together with the Annual Governance Statement. This was then duly signed by the Chairman.

10 Reports of Meetings attended by Councillors

10.1 Pavilion Management Committee

Cllr Woodley reported that with the Youth Group formally disbanded the monies held of some £1647.22 had been transferred to the "Connection" group and was being held by Mandy Carr under the authority of the PCC.

The Pavilion Management Committee had met in May and the Pavilion Account had a balance of £91.14 after paying an electricity bill of some £303. The Clerk was asked to research possible means of control to switch off the heaters if left on accidentally. It had been noted that on occasions the Cricket Club invited other teams to play and that they made a financial contribution. Whilst this was not considered to be sub-letting the licence would need reviewing to take this into account.

10.2 Brenchley Memorial Hall

Cllr Mrs Warner had attended a meeting with the trustees of the hall. There was nothing to report at this stage.

10.3 TWBC

The Chairman reported that he together with Cllr Woodley had met with TWBC to discuss further plans for the civic amenity vehicle and that a formal proposal was expected soon. One proposal was to reduce the collections to fortnightly and to alternate between recyclable waste and landfill waste.

11 To receive Correspondence

11.1 TWBC John Scarborough Head of Legal Services

An email had been received proposing the removal of the 3 month time limit for accepting complaints from the Councils Code of Conduct.

Resolved To accept this proposal. The Clerk was asked to convey this.

11.2 Local Government Boundary Commission

An invitation to comment on the draft recommendations for the electoral review of Kent. The Clerk was asked to forward web links to Cllrs.

12 Accounts for payment

12.1	M Powell	Salary and expenses	£1384.18
12.2	Post Office Ltd	Tax & NI	£393.52
12.3	Brenchley Memorial Hall	Hire of hall	£32.00
12.4	Cornford Builders	Removal of bus stop	£300.00
12.5	Forward & Sons	Repairs to green	£430.80
12.6	Streetlights	Maintenance contract	£240.92
12.7	KALC	Annual Subscription	£1040.50
12.8	BT	Internet services	£67.20
12.9	Eon	Electricity	£24.62
12.10	Matfield Pavilion	Return of hire fees	£125.00
12.11	HMY	Final payment	£317.28
12.12	EM Communications	APM PA hire	£148.50

Resolved To accept these invoices and to pay them

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

Whilst not urgent the Chairman reminded Cllrs that this was the last year before a possible election was required. With the likelihood that some existing Cllrs would not seek re-election Cllrs were asked to spread the word that volunteers may like to explore what is involved. One consideration proposed was a stall at the Village Fete in July and another was an open day in the Pavilion hosted by various Cllrs.

14 Date of next meeting

The next meeting will be on Tuesday 23rd June in Matfield Pavilion.