

MINUTES OF A FULL MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY 7th
SEPTEMBER 2015 IN MATFIELD PAVILION AT 7.30pm

Present

Chairman M Mackenzie presided, Cllrs N Woodward, C Woodley, A deGuingand, I McEwen, Mrs G Warner, Mrs N Marriott. Clerk M Powell. Borough Cllr A McDermott. No members of the public.

No Item

1 To accept apologies for absence

Cllrs P Randall and B Stanley for family commitments.

2 To approve Minutes of the last meeting

3.1 Approve minutes of the full meeting of 3rd August 2015

Resolved :- To accept the minutes as presented as accurate following an amendment to item 8.1 in that Cllrs N Woodward and Mrs N Marriott also attended a planning update. 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.

There were no applications to comment upon.

6 To receive items for information and decisions required

6.1 Decisions taken by TWBC

6.11 15/503515 The Star Inn Maidstone Road Matfield
 Retrospective works to replace external cellar hatch, replacement of timber flooring in part trade area, new wall cladding to kitchen, retention of satellite dish and remedial repair to bathroom window
Recommendation-Approval Decision-Approval

6.12 15/504173 Halfway Cottage Horsmonden Road Brenchley
 Demolish and extend existing conservatory, demolish and widen existing porch, remove a window for improved access to conservatory, block up existing doorway into conservatory and replace all windows
Recommendation-Refusal Decision-Approval

6.13 15/506723 Paygate Cottage Horsmonden Road Brenchley
 Part demolition of existing dwelling and construction of replacement detached dwelling
Recommendation-Refusal Decision-Refusal

6.14 15/504739 High Tong Marle Place Road Brenchley
 Retrospective creation of a pond
Recommendation-Approval Decision-Approval

6.15 15/504470 The Old Forge High Street Brenchley

Change of use of existing light industrial B1 to create new dwelling C3

Recommendation-Approval Decision-Approval

- 6.16 15/503962 Holly Tops, Palmers Green Road Brenchley
Two-storey side extension with first floor balcony
Recommendation-Approval Decision-Approval
- 6.17 15/504518 Foxella Bramble Reed Lane Matfield
Internal alterations to include relocation of kitchen by removal of partition wall, toilet and electricity cupboard to allow access to back door and utility room in new kitchen. Alteration of steps to make them smaller into new kitchen; relocation of toilet to an area of utility room; removal of AGA cooker in the existing kitchen chimney and replacing with wood stove.
Recommendation-Approval Decision-Approval
- 6.18 15/504843 Oast Meadow Horsmonden Road Brenchley
Demolition of stable block to be replaced with annexe for elderly parents. New outbuilding for use as gym and study. New storage shed to allow for reduced external storage
Recommendation-Refusal Decision-Refusal
- 6.19 15/504715 Friars Oast Maidstone Road Matfield
Demolition of existing metal clad double garage and store. Construction of new oak framed double garage, garden machinery store with hobby workshop over.
Recommendation-Refusal Decision-Approval
- 6.110 15/504732 Garden Cottages Maidstone Road Matfield
Retrospective application for two new roof lights.
Recommendation-Approval Decision-Approval
- 6.111 15/505140 Little Dunks Farm Cuckoo Lane Brenchley
Erection of replacement garage with solar PV panels
Recommendation-Approval Decision-Approval
- 6.113 15/505648/639/635 Little Oak Windmill Hill Brenchley
Various tree works
Recommendation-Approval Decision-Approval

6.2 Community Amenity Vehicle

The Chairman and Cllr Woodley had attended a working group to discuss the way forward with the Civic Amenity Vehicle. It was suggested that the service may reduce to fortnightly collections alternating between recyclable and land fill waste and the cost to the PC will be £800 pa. It was impractical to make different arrangements between different parishes as the total costs needed to be shared.

6.3 Matfield Pond

Various works are required to the pond by way of clearance etc. and this will create the need for funding. A working party assisted by KHWP was looking to support the effort and the date was planned for 3rd October.

7 Reports of Meetings attended by Councillors

7.1 Parish Plan

Cllr Woodward reported that all groups had met with all leads of groups engaged in writing minutes of these meetings. These are being reviewed and they will be entered onto the web site. Key functions of leaders had been filled.

8 To receive Correspondence

8.2 Annual Insurance

The Council policy is due for renewal on the 1st October 2015. Came & Co has based the renewal quotation on the sums insured (index-linked by 3%). The PC is currently subject to a 3-year long-term agreement (LTA) that has a year to run.

The Council's renewal premium as it stands is £2,489.31, including 6% insurance premium tax taking into consideration the Council's long-term agreement which expires on 30th September 2016 and includes the Council's annual 5% no claims discount. This includes the additional premium for the new bus shelters.

The Council's long-term agreement (LTA) is due to expire on the 30th September 2016. The renewal premium can be reduced by 5% to £2,364.84 if the Council wishes to enter a new LTA until the 30th September 2018.

Resolved: - To enter into a new LTA from the renewal date and to accept the discounted premium. Also that when the LTA is getting near its end to research the market to ensure we have a competitive quotation.

8.3 Resident

An email of thanks from a resident of the Old Palace regarding our clearing fallen vegetation from the Jack Verral Garden, which has increased the light significantly into the property.

8.4 Plum Orchard

It has been advised that Plum Orchard in Fairmans Lane is shortly going to be sold at auction. The PC considered what if any involvement in this it might be considered appropriate but felt it had insufficient funds to attempt to bid for the land.

8.5 Resident

A letter asking for answers regarding pruning to the Avenue trees prior to the Autumn clean up and concerns that although the Butchers are prepared to provide electricity a dedicated electrical circuit may be required to protect the refrigeration equipment. Also that many years ago the PC considered felling the sycamores along the Avenue and pleaching the limes. A question as to whether volunteers are insured was also asked.

The PC agreed that the pruning was best planned to happen soon. The Clerk had planned to meet with a tree surgeon to plan the best course of action. Regrettably funds were not available for pleaching because, by way of its labour intensive nature was expensive. The Clerk responded on the last question that volunteers between the ages of 18 and 65 years were covered for public liability up to £10mil and personal injury to £100000 subject to satisfactory risk assessments for the work entailed. This would not cover machinery operation such as a cherry picker.

9 Accounts for payment

9.1	M Powell	Salary and expenses	£1496.01
9.2	Post Office Ltd	Tax & NI	£402.35
9.3	Unity Trust Bank	Initial Deposit	£25000.00
9.4	Wendy Cane	JV garden maintenance	£120.00
9.5	Dylan Smith	JV Garden Maintenance	£80.00
9.6	Eon	Electricity	£30.05
9.7	CPRE	Subscription	£36.00
9.8	TMS	PP leaflets and banners	£636.00
9.9	BT	broadband services	£87.20
9.10	Play Safety	playground inspection	£103.20
9.11	Matfield Pavilion	Return of hire fees	£225.00

Resolved: - To accept the above invoices and to pay them.

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

10.1 Forthcoming Elections

The Chairman announced his decision to retire at the next elections in May. Ways of encouraging new volunteers to stand to be Councillors would be considered such as open days.

11 Date of next meeting

The next meeting will be on Tuesday 22nd September in Matfield Pavilion.