

MINUTES OF A FULL MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY 8th
DECEMBER 2015 IN MATFIELD PAVILION AT 7.30pm

No Item

1 Present

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

2 To accept apologies for absence

Cllr P Randall for business commitments and Borough Cllr A McDermott for family commitments

3 To approve Minutes of the last meeting

3.1 Approve minutes of the planning meeting of 17th November

Resolved: - To accept the minutes as accurate. They were duly signed by the Chairman

4 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.

5 To adjourn to allow public participation- questions and comments

Mrs D Harris spoke to the PC to advise of her possible plans to develop the Bull Inn as an upmarket holiday let. It would offer accommodation for families sleeping up to 12 to 14 people and be a base for tourism. If it transpired that the letting fell mainly to the weekends there was a possibility of running a "pop-up" restaurant mid-week. It was apparent that numerous landlords had attempted and failed to run it as a pub and this would help preserve the building and support local businesses and provide some local employment.

Mr J Barsley addressed the Council to request sufficient funds are budgeted to be able to remove the sycamores along The Avenue and to replace the lime trees that failed to develop from when first planted, to repair the verge along the west side of The Green and to be able to clear the pond of silt and overgrowth. He was advised the budgeting process had considered all these items and it was hoped to achieve all this, but the pond expenditure may need to be allocated over two years.

6 To adjourn to hear reports regarding the Parish Plan

Cllr Woodward presented a report on the various working groups areas of focus so far. Activity had been brisk and it was proposed to improve cohesion amongst the teams and stakeholders by a meeting at Grays on the 21st December. This would facilitate discussions preparing for an open day on 23rd January as a further part of community consultation. It was thought that an initial budget ought to be in the region of £6000 but that may be spread over more than the one year. It was noted that the process was a Parish Plan and not a Parish Council Plan. The Vice Chairman wanted it recorded that it was considered that Cllr Woodward had done an incredible job in getting to where we are now with the plan. Capacity is now becoming an issue and means to attend to this need consideration. As the initiative had been going for some six months it was thought useful to have an external assessment of progress so far. To that end a meeting was scheduled with an organisation called Planning for Real, an organisation experienced in supporting community engagement. It was also noted that there needs to be clarity on how Cllrs Woodward and Woodley report to the PC and in conjunction with the Policy Committee the Vice Chairman would try to draft a suitable document.

7 To consider the following planning applications.

- 7.1 15/509162** Oakwell, Broad Oak Brenchley
New front extension and porch, new attic accommodation over garage and new glazed roof light. New glazed roof and dormers to rear. New windows and doors throughout and new facing materials to walls.
Resolved: - To recommend approval
Cllr B Stanley declared a personal interest, as the applicant was a neighbour. Whilst remaining in the room he took no part in the discussion.
- 7.2 15/508930** Egypt Farm Cottages Cryals Road Matfield
Reinstatement of sub-divided farmhouse from two semi-detached dwellings to single dwelling with extensions. Erection of garage with annexe above.
Resolved: - To comment that whilst we approve in principle regarding the house we are unable to determine the garage due to lack of detail regarding fenestration.
Cllr N Woodward declared an interest as he was the applicant and left the room for the duration of the conversation and decision.
- 7.3 15/508957** 5 Church Close Brenchley
Double garage with hobby room above including velux windows
Resolved: - To recommend refusal due to lack of clarity regarding access.
- 7.4 15/507348** Mile Oak Cottage Mile Oak Road Brenchley
Internal alterations to form en suite shower room in existing dressing room and positioning of waste pipe next to rainwater pipe on side elevation
Resolved: - To recommend approval

8. To receive items for information and decisions required

- 8.1 Decisions by TWBC**
- 8.11 15/507538** Mill Cottage Windmill Hill Brenchley
Listed consent Install a ground floor toilet on west wall of breakfast room
Recommendation- Approval Decision-Approval
- 8.12 15/508466** Burrs Hill Barn House, Horsmonden Rd Brenchley
Erection of a building comprising of a garage, carport, store and home office
Recommendation- Approval Decision-Approval
- 8.13 15/508122** Southside Maidstone Road Matfield
Demolition of garage and erection of two-storey side extension
Recommendation- Refusal. Decision-Approval
- 8.14 15/507696** Summerford Barn The Green Matfield
Erection of 2 bay detached oak framed garage
Recommendation- Approval Decision-Approval
- 8.2 Parish Plan Funding**
As progress continues with the PP expenditure is being realised. An initial budget for Cllrs to self approve for minor items needs consideration.
Resolved: - That Cllrs Woodley and Woodward (as PC representatives on the Parish Plan) should have delegated authority to approve minor Council expenditure on Parish Plan items or events of up to £250, provided both were in agreement; and to advise the PC at the next meeting. The Clerk would require invoices. Amounts required above this must be referred to the PC for approval before committing to the expense.

8.3 Kent and Medway Neighbourhood Planning Summit

Approval required for a budget to send various delegates to the above including non-councillors.

Resolved: - To pay for two delegates to attend at £95.00 each. It was agreed that Cllr Woodward should go accompanied by Mr D Griffin, a member of a working group involved in the Parish Plan.

9. Correspondence**9.1 Resident**

A request following the pruning of the trees in the Avenue regarding the frequency of this maintenance work and the likelihood of actually pleaching the new growth expected. The Clerk has replied.

9.2 The Bull

A reply from TWBC that our application for registering the Bull as a Asset of Community value has been received and is receiving their attention.

10 Meetings attended by Councillors**10.1 Finance Committee**

The FC met immediately prior to this meeting to consider the budget and subsequent precept requirement. Major items considered important for the forthcoming year included the repairs to the verge on the west of The Green and the Green as a whole was budgeted at £5500. This included the need to remove the dead sycamores. The Parish Plan was thought to be approaching an expenditure by year-end of £3400. With a further £1150 budget this item generated a precept requirement of £4550. Matfield Pond needed extensive work to remove silt and weeds and £5000 was set aside. Although this was considered insufficient as a whole this provision could be at least in part be carried forward to 2017. A new item was a £500 contribution to a fund to assist with expenses incurred dealing with illegal encampments. The initial report concluded that a minimum precept should be £66,600 giving an 8.2% rise in the parish section of the Council tax when using the recently published tax base calculation. However the PC **agreed** to take further time for a final figure, which would be decided at the January meeting.

10.2 High Weald Councils Aviation Action Group

The Chairman had been involved in the above, which was formed in response to perceived increases in aviation noise. Future plans included allowing more latitude in approach to the airports, which potentially could increase traffic over the Weald.

10.3 Brenchley in Bloom

Volunteers have been clearing the flowerbeds behind Brenchley War Memorial and are planning further plantings. The proposal involves the purchase of plants, bark to cover the exposed ground etc. The earlier agreed £250 was deemed insufficient for a comprehensive job and a slight increase in the support was requested.

Resolved: - To pay up to a maximum of £350. for planting and associated works.

10.4 KALC AGM

The Vice Chairman attended the AGM of KALC. Whilst much was discussed one particular item provided significant disagreement, which was the proposal by NALC to increase its subscriptions by nearly one third. This would possibly have an impact on our subscription to KALC.

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

None

12 Accounts for payment

12.1	M Powell	Salary & Expenses	990	TFR	£1965.97
12.2	HMRC	Tax & NI	991	TFR	£402.35
12.3	E.On	Electricity	992	TFR	£30.05
12.4	BT	Broadband	993	TFR	£87.20
12.5	Wendy Cane	JV Gardening	994	TFR	£142.50
12.6	Managed Technology	Copier prints	995	TFR	£32.16
12.7	Steward Skip Hire	Skip Hire	996	TFR	£228.00
12.8	Commercial Services	Mowing	997	TFR	£2662.49
12.9	SE Water	Pond water	998	TFR	£21.85
12.10	SE Water	Allotment water	999	TFR	£105.85
12.11	C Coley	Tree works	1000	TFR	£1080.00
12.12	Roundabout	Advert	1001	TFR	£230.00

Resolved: - To agree the invoices above and to pay them. Cllrs I McEwen and C Woodley agreed to authorise transfers on-line.

12 Date of next meeting

Monday 4th January at 7.30pm in Matfield Pavilion.