

**MINUTES OF A FULL MEETING OF BRENCHLEY PARISH COUNCIL ON MONDAY 3rd OCTOBER
2016 IN MATFIELD PAVILION AT 7.30pm**

Present

Chairman C Woodley presided, Vice Chairman R Wickham, Cllrs J Grant, D Batty, I McEwen, A deGuingand, Mrs L Butler, Mrs G Warner, Mrs N Marriott. Borough Cllr A McDermott. Clerk M Powell. Planning Policy Manager TWBC Mr K Hinton. One member of the public.

No Item

1 To accept apologies for absence

Borough Cllr J March.

2 To approve Minutes of the last meeting

- 2.1** Approve minutes of the meeting of 20th September 2016. Following the removal of a typographical error in item 7.1 it was
Resolved: - To accept the minutes as accurate. The Chairman then duly signed them.

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 receive a presentation and discussion with Mr Kelvin Hinton
Planning Policy Manager TWBC**

The merits or otherwise on embarking on a Neighbourhood Development Plan (NDP) were presented by Mr Hinton. The Borough was in the process of preparing a full review of its local plan with a single document having horizons between 2013 to 2033. It was planned that the review detailing options and issues would be available for the start of consultations in the Spring of 2017. The site allocations process had been completed with some 260 sites suggested so far. An interactive map of these would be available on line shortly. The process of the Parish Council preparing a NDP was lengthy and in essence would need not to be contrary to the eventual local plan for it to have any weight. It would help in demonstrating the local residents views and desires on development but it is not a tool to prevent it. A parish Plan is a good start and would help in the development of a NDP.

Various questions were asked and answered by Mr Hinton who was then thanked for his time in attending the meeting.

Agreed:- To hold a follow up discussion at the next meeting.

6 To consider the following planning applications.

- 6.1 16/06523 Chownings Maidstone Road Matfield**
Proposed extension, dormers and alterations
Resolved: - To recommend approval

- 6.2 16/06591 Cherrycroft Tong Road Brenchley**
Demolition of existing conservatory and construction of single storey garden room.
Extension of existing west elevation and associated architectural enhancements.
Construction of additional garage block and associated paving.
Cllrs A deGuingand and Mrs N Marriott declared an interest, as the applicant was well known to them. Whilst they remained in the room they took no part in the discussion or vote.
Resolved: - To remain neutral

7 To receive items for information

7.1 Decisions by TWBC

- 7.11 16/505506** The Elms Crook Road Brenchley
Proposed workshop
Recommendation- Approval. Decision- Approval
- 7.12 16/05837** Westwoods, Cryals Road Matfield
Agricultural implement shed
Recommendation- Approval. Decision- Approval
- 7.13 16/05681** 1 Lavender House Maidstone Road Matfield
Single storey outbuilding for use as office space.
Recommendation- Refusal. Decision- Refusal
The proposal by reason of its location and use is not in a sustainable location and contrary to Policy LBD1 of the Tunbridge Wells Borough Local Plan 2006 and Core Policies 1 and 14 of the Tunbridge Wells Borough Core Strategy 2010.
- The proposal would involve the erection of a new building within the rural area adding to existing scattered development and would amount to significant harm to the character of the rural countryside and to the scenic natural beauty of the Area of Outstanding Natural Beauty. Insufficient justification has been provided to overcome the level of harm, which would result. The proposal would be contrary with The National Planning Policy Framework 2012, Core Policies 4 and 14 of the Tunbridge Wells Borough Core Strategy 2010, and Policies LBD1, EN1 and EN25 of the Tunbridge Wells Borough Local Plan 2006.*
- 7.14 16/05832** Crittenden Farm Cottage, Crittenden Road Matfield
Single storey extension and two parking spaces
Recommendation- Approval. Decision- Approval
- 7.15 16/05845** The Annexe Parkwood Farmhouse Cryals Road Matfield
Use the annexe as single independent dwelling house
Recommendation- Approval. Decision- Refusal
Enforcement Notice (ref: TW/90/1065/643) issued on 8th April 1991 requires the use of the loft space of the garage as an independent residential unit to cease. This notice has not been withdrawn and the requirements remain in force.
- 7.16 16/05960** Orchard House, Crittenden Road Matfield
Proposed triple garage with storeroom over
Recommendation- Approval. Decision- Approval
- 7.17 16/06079** Birchett Wood Farm Petteridge Lane Matfield
Stationing of a mobile home for an agricultural worker for a period of three years
Recommendation- Approval. Decision- Approval
- 7.18 16/06069** Crooke End Crook Road Brenchley
Demolition of flat roof garage and erection of replacement carport
Recommendation- Approval. Decision- Approval

7.2 Consultations in Progress

- 7.21 TWBC Review of Landscape Character Area**
Drop in and workshop 5th October
- 7.22 Boundary Commission for England**
Proposals for the South East. Brenchley to remain in the TWells Constituency
Public hearing to be held in Maidstone 3rd & 4th November.

8 Decisions required

8.1 Clerks Pension

The Clerk had circulated choices for the mandatory pension requirements. A company called Smart pensions offered an investment pension using Legal and General, without a monthly employer's charge.

Resolved: - To authorise the Clerk to set up a workplace pension with a contribution of 3% of basic salary excluding the office allowance and also to authorise the payments to be made by direct debit.

8.2 Christmas arrangements particularly in Matfield

The merits of a tree in Matfield was discussed.

Resolved: - That the PC do not purchase a tree but if any of the businesses or residents wanted one they were welcome to organise it themselves. Cllr Mrs Marriott agreed to explore this.

8.3 Cinderhill Lease.

A Mr Forson of TWBC has written regarding the lease of Cinderhill Wood, which we hold and which expired over 16 years ago although we still pay each year some £10pa. The PC was requested to advise its wish or otherwise to retain this lease.

Resolved: - To reply that the PC did wish to retain the lease subject to the rent required.

9 Parish Plan

9.1 To hear reports

Cllr Mrs Butler reported that the Co-ordination group (COG) had met. The survey had been piloted with good returns. The COG had recommend some minor changes and the logistics group were preparing the main distribution from 4th November, closing on the 28th. After consideration the COG was planning to target every resident over the age of 18 rather than one per household. A consideration discussed was a separate survey for young people. It was

Agreed: - that this would be impractical without delaying the survey further and if felt necessary it should be considered in the future. It was also felt that the survey was too long typically taking around 35 minutes to complete which would deter some residents and that some questions needed modifying or deleting. There was a perceived difficulty in the textual elements of replies, which would take a significant time to analyse. Cllr McEwen had almost completed loading the survey into the web questionnaire. It was also

Agreed: - that once this had been done the COG could go live with the survey and start the distribution process.

10 Correspondence

10.1 Pond Lilies

Following a request by a fisherman who is involved with Pond Shaw Lake to extract a few lilies to replant there, the Clerk has duly given permission with a reminder that health and safety issues must be considered. It would be advisable if the extraction was done with an assistant on dry land to oversee the job.

10.2 Jubilee Viewing Point

The Clerk has been in touch with Messrs Forwards who hope to start work replacing the fence mid-October when hopefully the ground will be a little softer. They also are preparing a quote to repair the tables and benches which are falling apart and represent a danger due to lack of stability and rusty bolts that have sheared off.

10.3 Widmore Fruit Farm

A request asking for comments we may like to make to a pre-planning consultation for a mobile telecommunication mast and associated equipment at Widmore Farm on the Brenchley Road. The Clerk has asked the company what effect this proposed installation will have to the poor signal strengths experienced in parts of Brenchley and Matfield. Details have been circulated by email.

Resolved: - To reply that the PC felt the proposal was good in that the local signal would improve and therefore was supported by them. The Clerk was asked to reply to this effect and to enquire which networks would share the facility.

11 Meetings attended and reports by Councillors

The chairman has attended the following meetings and reports of these would be circulated.

- 10.1 Tunbridge Wells Agreement 6th September
- 10.2 Chairman's meeting 13th September
One particular issue from this meeting was a proposed Borough lottery to provide funds for local good causes. The PC **Agreed** it was pleased to support this initiative.
- 10.3 KALC T/Wells area Committee 20th September
- 10.4 KALC Area Committee Chairman and Vice-Chairmen 22nd September
- 10.5 KALC Executive Committee 1st October

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

None

13 Accounts for payment

13.1	M Powell	Salary & Expenses	1093	TFR	£1663.61
13.2	HMRC	Tax & NI	1094	TFR	£472.68
13.3	PKF Littlejohn	Audit	1095	TFR	£360.00
13.4	E.On	Electricity	1096	TFR	£30.05
13.5	TMS	Survey Booklets	1097	TFR	£66.00
13.6	Brenchley Hall	Car Parking	1098	TFR	£1500.00
13.7	Wendy Cane	JV Garden maintenance	1099	TFR	£135.00

Resolved: - To agree these invoices and to pay them. Cllrs Mrs Marriott and I McEwen would authorise the online transactions.

13 Date of next meeting

Tuesday 18th October at 7.30pm in Matfield Pavilion.

This meeting will be preceded by a meeting of the Finance Sub-Committee at 7.00pm