

Brasted Parish Council

Brasted Parish Council, PO Box 576, Sevenoaks TN13 9RT
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Annette Hanson, Parish Clerk

Members of the Council are summoned and members of the public are invited to attend an Ordinary meeting of the Parish Council on **Monday 11 May 2026 at 7.00pm** at Brasted Pavilion, Brasted Recreation Ground for the purpose of transacting the following business:

The meeting will be recorded. Regrettably, it will not be possible to participate in this meeting remotely.

AGENDA

1. **Election of Chair**
2. **Election of Vice-Chair**
3. **Declarations of Acceptance of Office** (*Chair, Vice-Chair*)
4. **To receive and accept apologies for absence**
5. **Open session – public question time**
This part of the meeting is set aside so that members of the public present may draw the attention of the Parish Council to any matter on the Agenda. Speakers are politely requested to talk for no more than 3 minutes. The total time allowed for the public session is 15 minutes.
6. **Declarations of Interest relevant to items on this Agenda**
7. **Minutes of meeting on Monday 9 March 2026**
8. **Review and adoption of Standing Orders and Financial Regulations**
9. **Financial Review of Direct Debits & Standing Orders in place**
10. **Representatives for specific issues:** Tree Warden; Highways & Streetlights; Footpaths; CPRE; Flood warden; Net carbon neutral
11. **Review of all other current Governance Documents, including The Statement of Internal Control**
12. **Legionella Policy to be agreed**
13. **Reserves Policy to be agreed**
14. **Renewal of Civility & Respect Pledge**
15. **Matters arising not covered below**
16. **Recreation Ground & Open Spaces**
 - 16.1. Any general updates not covered below
 - 16.2. Pavilion
 - 16.2.1. Nursery usage Friday afternoons AH
 - 16.2.2. Nursery hire rates to be revised from September 2026 AH
 - 16.2.3. Electrical Inspection update AH
 - 16.3. Playground resurfacing – update and agreement of costs AH
 - 16.4. Playground inspection AH
 - 16.5. Grounds maintenance update AH
 - 16.6. Titanium Sound Productions – offer for Christmas event sound assistance AH
 - 16.7. Noticeboard & Interpretation Boards on Green – update AH
 - 16.8. Anti-social behaviour – update AH
 - 16.9. Oakbury Tennis Club – update AH
 - 16.10. Tennis Courts sign – for approval AH
 - 16.11. Christmas decorations – update AH
 - 16.12. Correspondence from SDC Dog warden AH
 - 16.13. Village Sign update AH
 - 16.14. Basketball Net – proposed new location NM

17. Planning

Planning applications awaiting comments to SDC:

17.1 Engineering works comprising erection of retaining wall. Erection of pergola and gazebo with associated hard and soft landscaping works.

Hogtrough Cottage Hogtrough Hill Brasted Kent TN16 1NX Ref. No: 26/00822/HOUSE

17.2 Roofing Alterations to Outridge Farm Piggery

Outridge Farm Pipers Green Road Brasted Chart Kent TN16 1ND Ref. No: 26/00731/FUL

17.3 Single-storey rear/side extension with roof lights and roof lantern. Alterations to existing glazing. Removal of existing garage door to be replaced with single window. New front door on eastern elevation with overhanging canopy. Extended hard landscaping at the rear. Demolition of existing conservatory and replacement by a garden room. Two new openings to existing solid masonry garden wall. Repairs to existing main roof, flashing repairs where needed around existing chimneys and dormers.

Stables High Street Brasted Kent TN16 1JE Ref. No: 26/00533/HOUSE

18. Finance

- 18.1. Review of management accounts & bank reconciliation to 31 March 2026
- 18.2. Councillor's signature on bank statement & bank reconciliation at 31/3/26
- 18.3. Annual Review of Risk Management for 26-27
- 18.4. Review of Banking Signatories
- 18.5. Revised letter to update councillors' e mail addresses
- 18.6. Review of Direct Debits & Standing Orders
- 18.7. Payments & Invoices for Approval
- 18.8. Credit Card statement for approval
- 18.9. Internal Audit update
- 18.10. Insurance renewal (1 June 2026)
- 18.11. Receipt of First Half of Precept from SDC
- 18.12. CIL Receipt
- 18.13. Request for grants
 - 18.13.1. Air Ambulance
 - 18.13.2. DRiPS
 - 18.13.3. St Martin's Church re mowing
 - 18.13.4. DAVSS
- 18.14. Clerk's pension
- 18.15. Review rates for Tennis Club

19. District & County Councillors' Reports

20. Brasted Chart Update

21. Toys Hill Update

22. Invitation to 'Making Happen Awards' Thursday 18 June 2026, 7-9.30pm, St Nicholas Church, Sevenoaks.

23. .gov e mails - update

24. Highways

- 24.1. Updates from reported faults
- 24.2. Clerk's update on HIP meeting with Nigel Rowe, 2 April 2026
- 24.3. Resident's suggestion re HGV signage Chart Lane/Emmetts Lane
- 24.4. Suggestion re HGV signage Rectory Lane/Church Road

25. Correspondence

- 25.1. Letter of thanks from SVTG

26. Information Exchange

27. Date of Next Meeting: Monday 8 June 2026 at 7pm