

# Brasted Parish Council

Brasted Parish Council, PO Box 576, Sevenoaks TN13 9RT  
Tel: 01732 455374 e mail: clerk@brastedpc.org.uk

*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 8 June 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. To receive and accept apologies for absence**
- 2. 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.*
- 3. Declarations of Interest relevant to items on this Agenda**
- 4. Minutes of meeting on Monday 11 May 2026**
- 5. Matters arising not covered below**
- 6. Recreation Ground & Open Spaces**
  - 6.1.** Any general updates not covered below
  - 6.2.** Pavilion
    - 6.2.1.** Nursery hire rates - revised from September 2026
    - 6.2.2.** Boiler service
    - 6.2.3.** Consumer unit electrical works
    - 6.2.4.** Window coverings
  - 6.3.** Playground resurfacing – update
  - 6.4.** Grounds maintenance update
  - 6.5.** Anti-social behaviour – update
  - 6.6.** Oakbury Tennis Club – update
  - 6.7.** Tennis Courts - proposed sign
  - 6.8.** Christmas decorations – update
  - 6.9.** Grit bin proposal
  - 6.10.** CIL usage - tree work

## **7. Planning**

**Planning applications awaiting comments:**

**7.1 Appeal re 5 Rectory Lane Brasted Kent TN16 1JP Change of use of first floor residential unit (Class C3) to office space (Class E). Reconfiguration of bathroom to provide two cubicles and wash basin. 26/00024/RFPLN**  
Deadline for comments: 17th June 2026. <https://appeal-planningdecision.service.gov.uk/comment-planning-appeal/enter-appeal-reference> Planning Inspectorate case reference 6009172

**7.2 Byways Scords Lane Brasted Kent TN16 1QE Ref. No: 26/01086/HOUSE**  
**Erection of a single storey, double garage.**

## **8. Finance**

- 8.1.** Internal Audit Report Y/e 31/3/26
- 8.2.** Approval of Annual Return 2025/26

- 8.2.1. Approval of Section 1 - Annual Governance Statement 2025/26
- 8.2.2. Approval of Section 2 - Accounting Statements 2025/26
- 8.3. Annual Review of Risk Management for 26-27
- 8.4. Review of Banking Admin
- 8.5. Review of interest-bearing bank accounts
- 8.6. Payments & Invoices for Approval
- 8.7. Credit Card statement for approval
- 8.8. Clerk's pension
- 9. District & County Councillors' Reports
- 10. Brasted Chart Update
- 11. Toys Hill Update
- 12. Invitation to 'Making Happen Awards' Thursday 18 June 2026, 7-9.30pm, St Nicholas Church, Sevenoaks
- 13. .gov e mails – update
- 14. Clerk's holiday request
- 15. Highways
  - 15.1. Updates from reported faults
- 16. Correspondence
- 17. Information Exchange
- 18. **Date of Next Meeting: Monday 13 July 2026 at 7pm**