

**Brasted Parish Council**  
**Parish Council Office Tel: 01732 455374**  
**Parish Council e mail: clerk@brastedpc.org.uk**  
**Minutes of the Council Meeting**  
**Held on Monday 10 February 2025 at 7pm**

**Present:** Councillors: N McSheehy (Chair), D Edgar, H Furness, S Heath, C Rogowska, L O'Hara (items 1-7.1 only)

**In attendance:** Clerk: A Hanson, SDC Cllr N Williams, SDC Cllr M Alger, SDC Cllr S Robinson, 2 PCSO's (items 1, 2, 3 & 10 only).

**Public:** 31

<b>1</b>	<b>To receive and accept apologies for absence</b> D Binsted – sickness, G Bickerton – holiday.	
<b>2</b>	<b>Resignation of Cllr Lynda Wentzell</b> The authorisation to proceed with co option by SDC was noted by the meeting. It was agreed to advertise the vacancy.	AH
<b>3</b>	<b>Open Session – public question time</b> 30 residents attended with concerns regarding Planning Item 7.1 Concerns raised included: The land has already been cleared, including clearance of wildlife (badger setts), vegetation and trees. The application is for 2 caravans, however noted there are 4 caravans currently sited there with many visitors to the site. Concerns raised over safety of the access road to the M25 - to be kept clear for emergency vehicles (access to the site shares the M25 emergency access road). Distance of the site from public transport, healthcare, education was raised. Concerns raised over increased traffic on narrow lanes and the access road. Site is in Green Belt & AONB. Residents were advised to check the comments on SDC Planning portal, the latest NPPF and to obtain expert advice. A large fence is being erected on site. Other issues include proximity to phone mast (health issues) and to M25 (noise and air pollution). Concerns raised over access to clean water, drainage (water supply is not a planning requirement however). Residents advised to use planning considerations only in their comments. BPC will investigate obtaining expert planning advice.  1 resident attended with concerns regarding Planning item 7.2 The latest information is that the Planning Department at SDC has given the Forest School until the end of February to submit another Planning application.	
<b>4</b>	<b>Declarations of Interest relevant to items on this Agenda</b> None.	
<b>5</b>	<b>Minutes of meeting on Monday 13 January 2025</b> Agreed.	
<b>6</b>	<b>Matters arising not covered below</b> The temperature of the hot water was noted. The Clerk will raise this with the legionella monitoring contractor and the boiler maintenance contractor. The abandoned vehicle at the Church car park was raised by DE with the PCSO.	AH
<b>7</b>	<b>Recreation Ground &amp; Open Spaces</b> <b>7.1 Any general updates not covered below</b> None.	

	<p><b>7.2 Archived PC documents held at village hall transferred to Pavilion – update</b> HF confirmed the shredding is bagged up and ready to go.</p> <p><b>7.3 Legionella Log Book</b> Contractor has completed the log book.</p> <p><b>7.4 Darent River signage</b> The meeting agreed to modify the draft signage and agreed to proceed with ordering the signs.</p> <p><b>7.5 Net carbon neutral – update</b> LOH noted that he is now 'Certified Carbon Literate'.</p> <p><b>7.6 Bench x 2 on Green – update</b> The meeting agreed to have 2 benches sited on the north side, facing south. DE to organise.</p> <p><b>7.7 Bollard on recreation ground driveway – update</b> DE is meeting with the contractor next week to organise this, the new fence down to the tennis courts and the gutter repair.</p> <p><b>7.8 Tennis Coaching Hire 24/2 – 31/3/25</b> Clerk to draft signage for the tennis courts. The meeting agreed the coaching could go ahead.</p> <p><b>7.9 Boiler maintenance renewal</b> <b>Resolved:</b> To proceed with the boiler maintenance renewal with Swale Heating (unanimously agreed).</p> <p><b>7.10 Damage to court netting</b> The clerk will obtain a quote for repair from Trevor May.</p>	<p>HF</p> <p>AH</p> <p>DE</p> <p>DE</p> <p>AH</p> <p>AH</p> <p>AH</p>
7	<p><b>Planning</b> <b>Planning applications awaiting comments to SDC:</b></p> <p><b>7.1 The change of use of land to Gypsy/Traveller site comprising 2 pitches including the siting of 1 mobile home, 1 touring caravan and 1 small utility rooms per pitch.</b> <b>Old Trafford Coal Yard Station Road Brasted Kent TN16 1NT Ref. No: 24/03244/FUL</b> BPC unanimously objects to this planning application for the following reasons:</p> <ul style="list-style-type: none"> <li>• Work has already commenced (contrary to the application form stating that it has not yet started), the site has been cleared of wildlife (including badgers and bats), vegetation and trees, and the ground has been covered with gravel. Mobile homes, utility buildings and associated infrastructure have already been erected and occupied, and black plastic has been erected on the boundary. The application states that there is no gain or loss or change of use of residential units, which is incorrect.</li> <li>• The site contributes to the openness of the Green Belt and is in an AONB. The change of use proposed in this application is damaging to the openness of the Green Belt. The erection of mobile homes, utility buildings and associated infrastructure is inappropriate development and results in an incongruous form of development at odds with this location.</li> <li>• There is no public transport along Station Road, a narrow road with no pavements and no safe pedestrian access. It is approximately 1.5km from the site to the A25 for access to public transport and local amenities.</li> <li>• The application form states that Proposed Materials and Finishes are 'TBC'. These details should have been provided in advance.</li> <li>• Potential contamination of the land from previous use as a coal store and for vehicle storage, renovation and repair has not been ascertained. The application form incorrectly states 'No' to the proposed use being vulnerable to the</li> </ul>	

	<p>presence of contamination. It is likely there is contamination from coal dust and tailings within the upper soil levels that would be dangerous to people and animals spending considerable time on the site. Further contamination from its other previous use for vehicle renovation and repairs may also be present.</p> <ul style="list-style-type: none"> <li>• There are significant health and safety issues from noise and air pollution due to the proximity of the site to the M25 motorway. The M25, being so near the site, presents a safety hazard for young children and animals residing at the site. The Noise Impact Assessment notes in 2.1 that the site is exposed to environmental noise of a sufficient magnitude to cause medium to high-risk adverse impact without mitigation. At 2.4 the report states that with a 3.5m barrier (as applied for) the upper guideline for sound is still expected to be exceeded by 2dB.</li> </ul> <p>It should be noted that the Noise Impact Assessment was undertaken whilst an average speed limit is in place along the M25. Cars were, and still are, travelling at a slower speed due to the reduced average speed limit and must therefore be producing less noise than when the usual speed limit applies. The Noise Impact Assessment cannot be seen as representative of normal conditions on the M25.</p> <ul style="list-style-type: none"> <li>• Potential health issues may exist due to permanent human habitation near the telecommunications mast located on the site.</li> </ul> <p>LOH left the meeting at 8.35pm.</p> <p><b>7.2 Forest School, Chapmans Wood, Emmetts Lane – update</b></p> <p>Clerk was asked to find out from the planning department at SDC why the planning application extension was agreed by them and why the Forest School is not adhering to the scaled drop off procedure.</p> <p><u>7.3 Demolition of existing dwelling and detached garage, erection of a replacement dwelling detached garden store, with associated hard and soft landscaping, fencing and entrance gate, solar panels.</u></p> <p><b>Slaney Chart Lane Brasted Kent TN16 1LP Ref. No: 24/03360/FUL</b></p> <p>Clerk was asked to find out from the SDC Planning Department why the Front Elevation drawing is missing the basement portion.</p> <p><b>7.4 2 Ide Hill Hall Phillippines Shaw Ide Hill Kent TN14 6EY 25/00133/LBCALT</b></p> <p><u>Replacement of the existing liquid plastic and fleece roofing system to the splayed bay. Deconstruct the masonry balustrading, cornice and external walls for the bay down to the top of the block directly above the window/door heads, label each element and reconstruct in lime mortar. Replace ceiling plaster and wall plaster in the bay area internally to the living room to match existing.</u></p> <p>BPC agreed to unanimously support this application subject to the Conservation Officer's agreement.</p> <p><b>7.5 Rashleigh High Street Brasted Kent TN16 1JA 24/02697/LBCALT</b> <u>Introduction of (eastern) side facing ground floor window of obscured glazed design to serve annex to rear, repairing and restoring 'rat trap wall and provision of additional internal wall at ground floor level in annex, repainting exterior and replacing roof slates on existing roof with roof slates.</u></p> <p><b>Additional statement of significance and combined method statement.</b></p> <p>BPC agreed to Support this application subject to the window opening onto Elliot's Lane not causing an obstruction into the road which is narrow and without a pavement.</p>	<p>AH</p> <p>AH</p>
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	<b>7.6 Covers Farm Planning Application Appeal <a href="#">APP/W2275/W/25/3358947</a></b> Deadline for comments 10/3/25 Noted. BPC will await further information.					
9	<b>Finance</b> <b>9.1 Payments &amp; Invoices for Approval</b> The Clerk has circulated all the payments and invoices. The following payments were submitted for approval:					
	06.02.2025	86	£750.78	Grounds Maintenance	CS Landscapes	
	06.02.2025	85	£180.00	Cleaning		
	06.02.2025	84	£45.00	Chart Open Spaces Repairs & Maintenance	Frost & Co	
	04.02.2025	83	£190.00	Subscription	SLCC	
	04.02.2025	82	£25.00	Pavilion booking refund		
	03.02.2025	81	£168.00	Conference	KALC	
	03.02.2025	80	£489.60	Scribe Accounting System	Scribe	
	03.02.2025	79	£1,684.26	Grounds Maintenance	CS Landscapes	
	03.02.2025	78	£101.60	Pavilion bin collection	Sevenoaks District Council	
	The payments were all agreed (except for the payment to KALC £168 which the Clerk needs to check - it is unclear if the credit card payment has already gone through). DE & CR to authorise online.					
	<b>9.2 Credit Card Statement for Approval</b> The statement (dated 3 January 2025) circulated in advance to all councillors was approved.					
	<b>9.3 Bank Payments 1/1/25 – 31/1/25</b> The following bank payments were circulated and agreed:					
						<div> <div>Nett</div> <div>(£)</div> </div> <div> <div>Gross</div> <div>(£)</div> </div>
204	Electricity	02/01/2025	Pavilion electricity	EDF Electricity	50.00	50.00
205	Broadband	06/01/2025	Pavilion Broadband	British Telecom	34.95	41.94
208	Dog Waste Bins	15/01/2025	Dog Bins	Sevenoaks District Council	197.60	237.12
209	Repairs/Misc	15/01/2025	Bollards Recreation Ground	Jewson	89.00	106.80
217	HMRC	15/01/2025	Quarterly HMRC payment	HMRC	591.37	591.37
214	ROSPA Checks	15/01/2025	Playground inspection	Hags-Smp Ltd	70.00	84.00
212	Repairs/Misc	15/01/2025	Expenses		48.62	48.62
216	Repairs/Misc	15/01/2025	Bollards Recreation Ground	Jewson	89.00	106.80
218	Community Grant	15/01/2025	Community Grant	We Are Beams	100.00	100.00
215	E mail addresses	15/01/2025	e mails	Vision ICT	200.00	240.00
206	Sundry	15/01/2025	Christmas Light Up expenses		31.94	31.94
206	Sundry	15/01/2025	Christmas Light Up expenses		29.95	29.95
206	Sundry	15/01/2025	Christmas Light Up expenses		4.40	4.40
207	Cleaning	15/01/2025	Cleaning		120.00	120.00
219	Property Maintenance	15/01/2025	Pavilion repairs	Flare Electrical Ltd	287.00	344.40
211	Bin Collection	15/01/2025	Pavilion bin collection	Sevenoaks District Council	101.60	101.60
213	Dog Bin	15/01/2025	Dog waste bin	Glasdon	181.88	218.26

	<p>210 External Audit Fees 15/01/2025 External audit fee Forvis Mazars 315.00 378.00</p> <p>220 Credit card charges 16/01/2025 Lloyds Credit Card Lloyds Bank 3.00 3.00</p> <p>221 Water 17/01/2025 Pavilion water Castle Water 63.67 76.40</p> <p>221 Water 17/01/2025 Pavilion water Castle Water 44.90 44.90</p> <p>223 Clerk's phone lines 20/01/2025 Clerk's phone British Telecom 37.65 37.65</p> <p>222 Streetlights electricity costs 20/01/2025 Streetlights electricity NPower 130.49 137.01</p> <p>224 Pavilion Gas 21/01/2025 Pavilion gas EDF Gas 247.03 259.38</p> <p>225 Salary 28/01/2025 Clerk's salary</p> <p>226 Bank Charges 31/01/2025 Bank charges Unity Trust Bank 6.00 6.00</p> <p><b>9.4 Letter re Precept from SDC</b> It was noted that as the tax base has increased by 2%, the actual Precept paid by Band D residents will only increase by 1%.</p>	
<b>10</b>	<p><b>District &amp; County Councillor Reports</b> <u>SDC Cllr Nigel Williams:</u> Covers Farm – will probably be a public enquiry Unitary Authority – will not be proceeding so there will be KCC elections in May. <u>SDC Cllr Sandra Robinson:</u> Unitary Authority – although this is not going to proceed, there will be a reorganisation needed (no details of this yet) Flat above shop – SR has been in touch with the agent who has confirmed the work on the windows will not proceed. We Are Beams have lost their contract with KCC. <u>SDC Cllr Michelle Alger:</u> The Town Redevelopment has been paused due to lack of funding from KCC. Responses from Questionnaires are due next month. Has requested air quality monitoring data from M25 through Brasted from National Highways.</p>	
<b>11</b>	<p><b>Brasted Chart Update</b> NM confirmed the new dog waste bin was fitted this week. Clerk will follow up on collections with SDC.</p>	AH
<b>12</b>	<p><b>Toys Hill Update</b> HF is meeting a carpenter to review the bench repair this week and is meeting the National Trust ranger re the posts on the Green.</p>	HF
<b>13</b>	<p><b>Sundridge &amp; Brasted Social Club – update on lease</b> <b>Resolved:</b> To agree the Social Club lease (Proposed CR, seconded HF, unanimously agreed).</p>	
<b>14</b>	<p><b>Clerk's holiday</b> The Clerk's holiday 17-21/2/25 was noted. CR will be noted on the Out of Office e mail and phone message.</p>	CR
<b>15</b>	<p><b>Planning for Annual Parish Meeting Monday 14 April 2025</b> It was agreed that CR will arrange the refreshments. The Clerk will invite the Church, the Police, the nursery, Toys Hill Committee, Chart Recreation Ground. The meeting will be advertised on the noticeboards and the website.</p>	AH
<b>16</b>	<p><b>Emergency Plan - Update</b> The Clerk has updated the Emergency Plan for the responses received. Details of vulnerable residents will be passed to DE as Flood Warden.</p>	AH
<b>17</b>	<p><b>Kent Highways</b> <b>17.1 Updates from reported faults</b> Noted.</p>	

	<b>17.2 Meeting with Laura Trott MP, KCC &amp; Utilities</b> NM updated on a useful and interesting meeting. <b>17.3 Speed surveys on A25 24/2/25 – 3/3/25</b> Noted.	
<b>18</b>	<b>Correspondence</b> <b>18.1 Thank you from We Are Beams</b> Noted. <b>18.2 Safety of Lithium-ion Batteries Campaign</b> The parish council agreed to support this campaign and request any complimentary material. <b>18.3 Dog waste on Brasted High Street pavement</b> The meeting agreed to put up signage in the noticeboard and bus shelter.	AH     AH
<b>19</b>	<b>Information Exchange</b> DE updated on VE Day. He hasn't been able to get in touch with the Stanhope Arms.	
<b>20</b>	<b>Date of Next meeting</b> Scheduled for Monday 10 March 2025 at 7pm at the Pavilion, Brasted Recreation Ground.	

The meeting closed at 9.24 pm.

Signed as a correct record ..... Chair      Date .....