

# 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 9 June 2025 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 12 May 2025

### 5. Review and adoption of Standing Orders and Financial Regulations

### 6. Reserves Policy to be agreed

### 7. Matters arising not covered below

### 8. Recreation Ground & Open Spaces

8.1. Any general updates not covered below

8.2. Nursery new hire rates to be agreed from September 2025

AH

8.3. Mowing issues

AH

8.4. Net carbon neutral

LOH

8.5. Bench on Green x 2 – update

DE

### 9. Planning

**Planning applications awaiting comments to SDC:**

**10.1 Amendment to 24/03146/HOUSE to make alterations to the roof to facilitate first floor accommodation with three dormer windows and roof lantern. Internal changes. Removal of chimneys. Juliet balcony.**

Show more description Heverswood Lodge High Street Brasted Kent TN16 1HL Ref. No: 25/01425/MMA

**10.2 Outbuilding in rear garden. Alterations to landscaping including terracing, steps, and raised deck. 10**

Horizon Close Brasted Kent TN16 1DH Ref. No: 25/01389/HOUSE

**10.3 Planning appeal -Stabilisation and restoration of Covers Farm Quarry, Westerham**

**Public Inquiry 3 June 2025** <https://www.kentplanningapplications.co.uk/Planning/Display/Appeal Reference APP/W2275/W/25/3358947>

### 10. Finance

10.1. Internal Audit Report Y/e 31/3/25 – to receive and note

10.2. Approval of Annual Return 2024/25

10.2.1. Approval of Section 1 - Annual Governance Statement 2024/25

10.2.2. Approval of Section 2 - Accounting Statements 2024/25

10.3. Councillor's signature on bank statement at 31/3/25

10.4. Annual Review of Risk Management for 25-26

- 10.5.** Payments & Invoices for Approval
- 10.6.** Credit Card statement for approval
- 10.7.** Internal Audit update
- 10.8.** Insurance renewal (1 June 2025)
- 10.9.** Archived PC documents – certificate & invoice
- 10.10.** Investment Strategy Policy
- 11.** District & County Councillors' Reports
- 12.** Co option of new councillor - update
- 13.** Brasted Chart Update
- 14.** Toys Hill Update
- 15.** Potential Defibrillator Training Course
- 16.** .gov e mails & website
- 17.** Clerk's holiday request
- 18.** Highways
  - 18.1.** Updates from reported faults
  - 18.2.** Clerk's Meeting with KCC Highways 27/5/25
- 19.** Correspondence
- 20.** Information Exchange