

# 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 11 March 2024 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 February 2024**
5. **Matters arising not covered below**
6. **Recreation Ground & Open Spaces**
  - 6.1. Updates not covered below
  - 6.2. Pavilion
    - 6.2.1. Backdated water bill update AH
    - 6.2.2. Door replacement update DE
    - 6.2.3. Legionella
      - 6.2.3.1. Duty Holder – agreement re amendment JH
      - 6.2.3.2. E mail accepting responsibility as Responsible Person JH
      - 6.2.3.3. Legionella Training Dates AH
      - 6.2.3.4. Legionella weekly flushing & electronic log book JH
    - 6.2.4. Land Registry - Amendment of address on Freehold AH
    - 6.2.5. Lagging of pipes in loft DE
    - 6.2.6. Gas & Electricity Contract AH
    - 6.2.7. Burglar Alarm Quotes AH
  - 6.3. Net Carbon Neutral
    - 6.3.1. Solar Panel Survey AH
    - 6.3.2. Geospatial Survey LOH
    - 6.3.3. Carbon Literacy Action Day Training 4 December 2023 - update LOH
    - 6.3.4. Electric car charging points in Brasted AH
  - 6.4. Proposal for use of courts for children’s tennis coaching AH
  - 6.5. Pitch Funding from Kent FA - update AH
  - 6.6. Tree Survey - quotes AH
  - 6.7. Proposed Coronation gate - update JH
  - 6.8. Policy on Dog Fouling at Brasted Recreation Ground JH
  - 6.9. Hanging baskets - update JH
  - 6.10. Noticeboard at recreation ground - update DE

## 7. Planning

### Planning applications awaiting comments to SDC:

7.1 Foxwold Pipers Lane Brasted Chart Kent TN16 1NE Ref. No: 24/00336/HOUSE **Erection of a steel mesh fence with timber posts and arris rails to the western boundary of the estate, brick walls with piers at rear entrance with new steel entrance gates.**

7.2 Willow Lodge Brasted Hill Road Brasted Kent TN16 1NJ Ref. No: 24/00294/FUL **Erection of two dwellings following the demolition of existing dwelling and outbuildings.**

### 7.3 Covers Farm – general update

- 7.3.1 Update on March meeting DE
- 7.3.2 Count of HGV's through Brasted - update JH
- 7.3.3 Covers Farm leaflet distribution JH

## 8. Finance

- 8.1. Payments for Approval All
- 8.2. Cricket nets costings SH
- 8.3. New accounting system AH
- 8.4. VAT receipt (1/1/23 – 31/12/23 £4,537.17) AH

## 9. District & County Councillors' Reports

- 10. Toys Hill update HF
- 11. Brasted Chart update NM
- 11.1. Chart Lane Defibrillator – update NM

12. Thames Water – March Zoom meeting update AH

13. Planning for Annual Parish Meeting (Monday 8 April) All

14. Archived PC documents held at Village Hall AH

15. Sundridge & Brasted Social Club Lease – insurance issue AH

16. Clerk's holiday

### 17. Parking query updates:

- 17.1. Durtnalls car park JH
- 17.2. White House, Catch 22 & Durtnalls Cottages - update JH
- 17.3. Kent Highways – parking ideas JH
- 17.4. Parking survey JH
- 17.5. White Hart car park CW
- 17.6. Review of parking in Brasted SR,DE,JH

## 18. Highways

- 18.1. Updates from reported faults
- 18.2. Update on gates at Oxted JH
- 18.3. Gates at entrance to village on A25 JH
- 18.4. Heights of fences over bridges DE
- 18.5. Sweeping of pavements in High Street AH
- 18.6. Incorrect marking of double yellow lines in Rectory Lane AH

## 19. Correspondence

- 19.1. E mail in favour of padel court AH

## 20. Information Exchange

- 21. **Date of Next Meetings: Annual Parish Meeting: Monday 8 April  
Council Meeting: Monday 13 May 2024 at 7pm**