

[illegible]

	<p>Noted, nothing for BPC to do.</p> <p><b>7.3 Horizon Close Brasted Kent TN16 1DH Ref. No: 25/00417/HOUSE</b> <b><u>Erection of single-storey rear extension and outdoor pergola, with internal layout adjustments and associated landscaping.</u></b></p> <p>The meeting agreed to unanimously support this application.</p> <p><b>7.4 Ide Hill Hall Phillippines Shaw Ide Hill Kent TN14 6EY 25/00375/LBCALT</b> <b><u>Cracked, blown and generally defective render will be hacked off and replaced to the front elevation. All new render will be lime-based mortar. The entirety of the front elevation will be decorated upon completion. The same works will be carried out to the two piers and connecting wall situated at the car park entrance to the left-hand side of the block.</u></b></p> <p>The meeting agreed to unanimously support this application.</p>																																																																																																																																
8	<p><b>Finance</b></p> <p><b>8.1 Payments &amp; Invoices for Approval</b></p> <p>The Clerk has circulated all the payments and invoices.</p> <p>The following payments were submitted for approval:</p> <table><tr><td>07.03.2025</td><td>94</td><td>£135.00</td><td>Cleaning</td><td></td></tr><tr><td>06.03.2025</td><td>93</td><td></td><td>Clerk's salary</td><td></td></tr><tr><td>06.03.2025</td><td>92</td><td>£84.00</td><td>National Allotment Society membership</td><td>NSALG Ltd</td></tr><tr><td>06.03.2025</td><td>91</td><td>£101.60</td><td>Pavilion bin collection</td><td>Sevenoaks District Council</td></tr><tr><td>06.03.2025</td><td>90</td><td>£484.81</td><td>Quarterly HMRC payment</td><td>HMRC</td></tr><tr><td>06.03.2025</td><td>89</td><td>£300.00</td><td>Bollards &amp; Main road clearance</td><td></td></tr><tr><td>06.03.2025</td><td>88</td><td>£775.69</td><td>Legionella Monitoring</td><td>Water Hygiene Management</td></tr><tr><td>06.03.2025</td><td>87</td><td>£177.60</td><td>Darent River signage</td><td>Arien Signs Ltd</td></tr><tr><td>03.02.2025</td><td>81</td><td>£168.00</td><td>Conference</td><td>KALC</td></tr></table> <p>The payments were all agreed (except for the payment to KALC £168 which the Clerk needs to check - it is still unclear if the credit card payment has already gone through). GB &amp; SH to authorise online.</p> <p><b>8.2 Credit Card Statement for Approval</b></p> <p>The statement (dated 3 February 2025) circulated in advance to all councillors was approved.</p> <p><b>8.3 Bank Payments 1/2/25 – 28/2/25</b></p> <p>The following bank payments were circulated and agreed:</p> <table><tr><td>227</td><td>03/02/2025</td><td>Pavilion electricity</td><td>EDF Electricity</td><td>50.00</td><td>50.00</td></tr><tr><td>228</td><td>07/02/2025</td><td>Pavilion Broadband</td><td>British Telecom</td><td>34.95</td><td>41.94</td></tr><tr><td>235</td><td>11/02/2025</td><td>Cleaning</td><td></td><td>180.00</td><td>180.00</td></tr><tr><td>229</td><td>11/02/2025</td><td>Pavilion bin collection</td><td>Sevenoaks District Council</td><td>101.60</td><td>101.60</td></tr><tr><td>230</td><td>11/02/2025</td><td>Grounds Maintenance</td><td>CS Landscapes</td><td>1,403.55</td><td>1,684.26</td></tr><tr><td>236</td><td>11/02/2025</td><td>Grounds Maintenance</td><td>CS Landscapes</td><td>625.65</td><td>750.78</td></tr><tr><td>234</td><td>11/02/2025</td><td>Chart Open Spaces Repairs &amp; Maintenance</td><td>Frost &amp; Co</td><td>45.00</td><td>45.00</td></tr><tr><td>231</td><td>11/02/2025</td><td>Scribe Accounting System</td><td>Scribe</td><td>408.00</td><td>489.60</td></tr><tr><td>232</td><td>11/02/2025</td><td>Pavilion booking refund</td><td></td><td>25.00</td><td>25.00</td></tr><tr><td>233</td><td>11/02/2025</td><td>Subscription</td><td>SLCC</td><td>190.00</td><td>190.00</td></tr><tr><td>242</td><td>17/02/2025</td><td>Lloyds Credit Card</td><td>Lloyds Bank</td><td>3.00</td><td>3.00</td></tr><tr><td>238</td><td>17/02/2025</td><td>Amazon Prime</td><td>Amazon Business EU Sarl</td><td>95.00</td><td>114.00</td></tr><tr><td>237</td><td>17/02/2025</td><td>Pavilion water</td><td>Castle Water</td><td>63.67</td><td>76.40</td></tr></table>					07.03.2025	94	£135.00	Cleaning		06.03.2025	93		Clerk's salary		06.03.2025	92	£84.00	National Allotment Society membership	NSALG Ltd	06.03.2025	91	£101.60	Pavilion bin collection	Sevenoaks District Council	06.03.2025	90	£484.81	Quarterly HMRC payment	HMRC	06.03.2025	89	£300.00	Bollards & Main road clearance		06.03.2025	88	£775.69	Legionella Monitoring	Water Hygiene Management	06.03.2025	87	£177.60	Darent River signage	Arien Signs Ltd	03.02.2025	81	£168.00	Conference	KALC	227	03/02/2025	Pavilion electricity	EDF Electricity	50.00	50.00	228	07/02/2025	Pavilion Broadband	British Telecom	34.95	41.94	235	11/02/2025	Cleaning		180.00	180.00	229	11/02/2025	Pavilion bin collection	Sevenoaks District Council	101.60	101.60	230	11/02/2025	Grounds Maintenance	CS Landscapes	1,403.55	1,684.26	236	11/02/2025	Grounds Maintenance	CS Landscapes	625.65	750.78	234	11/02/2025	Chart Open Spaces Repairs & Maintenance	Frost & Co	45.00	45.00	231	11/02/2025	Scribe Accounting System	Scribe	408.00	489.60	232	11/02/2025	Pavilion booking refund		25.00	25.00	233	11/02/2025	Subscription	SLCC	190.00	190.00	242	17/02/2025	Lloyds Credit Card	Lloyds Bank	3.00	3.00	238	17/02/2025	Amazon Prime	Amazon Business EU Sarl	95.00	114.00	237	17/02/2025	Pavilion water	Castle Water	63.67	76.40	GB,SH
07.03.2025	94	£135.00	Cleaning																																																																																																																														
06.03.2025	93		Clerk's salary																																																																																																																														
06.03.2025	92	£84.00	National Allotment Society membership	NSALG Ltd																																																																																																																													
06.03.2025	91	£101.60	Pavilion bin collection	Sevenoaks District Council																																																																																																																													
06.03.2025	90	£484.81	Quarterly HMRC payment	HMRC																																																																																																																													
06.03.2025	89	£300.00	Bollards & Main road clearance																																																																																																																														
06.03.2025	88	£775.69	Legionella Monitoring	Water Hygiene Management																																																																																																																													
06.03.2025	87	£177.60	Darent River signage	Arien Signs Ltd																																																																																																																													
03.02.2025	81	£168.00	Conference	KALC																																																																																																																													
227	03/02/2025	Pavilion electricity	EDF Electricity	50.00	50.00																																																																																																																												
228	07/02/2025	Pavilion Broadband	British Telecom	34.95	41.94																																																																																																																												
235	11/02/2025	Cleaning		180.00	180.00																																																																																																																												
229	11/02/2025	Pavilion bin collection	Sevenoaks District Council	101.60	101.60																																																																																																																												
230	11/02/2025	Grounds Maintenance	CS Landscapes	1,403.55	1,684.26																																																																																																																												
236	11/02/2025	Grounds Maintenance	CS Landscapes	625.65	750.78																																																																																																																												
234	11/02/2025	Chart Open Spaces Repairs & Maintenance	Frost & Co	45.00	45.00																																																																																																																												
231	11/02/2025	Scribe Accounting System	Scribe	408.00	489.60																																																																																																																												
232	11/02/2025	Pavilion booking refund		25.00	25.00																																																																																																																												
233	11/02/2025	Subscription	SLCC	190.00	190.00																																																																																																																												
242	17/02/2025	Lloyds Credit Card	Lloyds Bank	3.00	3.00																																																																																																																												
238	17/02/2025	Amazon Prime	Amazon Business EU Sarl	95.00	114.00																																																																																																																												
237	17/02/2025	Pavilion water	Castle Water	63.67	76.40																																																																																																																												

	237	17/02/2025	Pavilion water	Castle Water	44.90	44.90	
	239	17/02/2025	Bench x 2 Green	Wealden Benches	1,000.83	1,201.00	
	240	17/02/2025	Pavilion supplies	Amazon Business EU Sarl	12.05	14.46	
	241	17/02/2025	Pavilion supplies	Amazon Business EU Sarl	12.05	14.46	
	243	19/02/2025	Streetlights electricity	NPower	138.92	145.87	
	244	20/02/2025	Clerk's phone	British Telecom	37.65	37.65	
	245	21/02/2025	Pavilion gas	EDF Gas	267.05	280.40	
	246	28/02/2025	Clerk's salary				
	247	28/02/2025	Bank charges	Unity Trust Bank	6.00	6.00	
	<p><b>8.4 Bank mandate amendment</b>  The bank mandate forms to remove Lynda Wentzell from the bank mandate were circulated. BPC confirmed it has read and acknowledged that it is bound by the Terms &amp; Conditions for the bank's accounts. The parish council agreed the Unity Trust resolution, agreed to the telephone and Internet Banking declaration and agreed the declaration. Two existing bank signatories (HF &amp; CR) signed the paperwork. The Clerk will send off the completed forms to the bank.</p> <p><b>8.5 Cllr Wentzell Chromebook</b>  It was agreed this will be passed onto GB by DE.</p> <p><b>8.6 Review of 25/26 Salaries &amp; Wages Budget (per Financial Regulations)</b>  In line with 4.2 of the Financial Regulations, the Clerk and Chair signed the 25/26 Salaries &amp; Wages Budget.</p> <p><b>8.7 Clerk's March Pay Adjustment</b>  The Clerk has circulated the reconciliation between the payslips and the standing order. The meeting agreed the payment to the Clerk of the underpayment of £0.20.</p> <p><b>8.8 Opus Energy Refund</b>  The Clerk updated on the refund of £7.67 due to BPC. The meeting agreed to pass this to Charity as the amount is negligible rather than give out the bank details.</p> <p><b>8.9 Planning surveyor – advice quote re Old Coal Yard Planning application (closed session)</b></p>						AH  DE,GB          AH
9	<p><b>District &amp; County Councillor Reports</b>  <u>SDC Cllr Sandra Robinson:</u>  Boundary review: Now cancelled.  Scrutiny Committee: New Chief Inspector of Kent Police confirmed KCC is lead agency for average speed cameras.  Audit Committee: The Head of Legal &amp; Democratic Services has clarified that the Council's budget setting and monitoring reports, together with the Council's adoption of a balanced 10-year budget plan supports effective financial planning and financial sustainability, especially within the context of a rapidly changing and challenging economic environment all of which demonstrates the Council's grip on achieving financial balance.  Covers Farm: SR has submitted comments against the application today based on the revised number of heritage assets on the route (SR to send revised list).  <u>SDC Cllr Nigel Williams:</u>  Covers Farm: SDC will not be interacting on the Appeal which will focus on engineering.  Chapmans Wood: NW spoke to the planners today and is continuing to follow up with SDC Planning Department.  Coal Yard: There is an issue over the lease of the phone mast which has delayed the application.</p>						

	Green Bags: SDC website has a link for residents who need assistance and struggle with the new recycling bags Damaged car in Church car park: Now removed due to notification to SDC from Cllr David Edgar.	
<b>10</b>	<b>Brasted Chart Update</b> NM confirmed the VE Day celebrations have been incorporated into the Chart Picnic.	
<b>11</b>	<b>Toys Hill Update</b> HF has met with the carpenter who has confirmed the bench is beyond repair. HF will obtain quotes for a replacement bench (softwood & oak). The National Trust ranger will replace the fence posts on the Green with local chestnut. The Clerk confirmed the cost of the aggregate needed for the Green is £28 per ton + VAT which could be paid for in advance by the parish council and then collected by the ranger. HF to follow up with the ranger. The first phase of the work on Toys Hill Hall has been commissioned, damp work is being undertaken.	HF     HF
<b>12</b>	<b>Sundridge &amp; Brasted Social Club – lease signing</b> The lease was signed by CR & SH on behalf of BPC, SR & NW were witnesses. The Chair & Clerk of SwIH PC also signed the lease.	
<b>13</b>	<b>Update from Chairmans' Conference &amp; mileage request</b> NM updated on the recent conference: <ul style="list-style-type: none"> <li>• Clerk to look into changing the e mails &amp; website to .gov &amp; improve website so more information is available to users directly</li> <li>• PC's were advised to ensure their assets are in order</li> <li>• Advised KCC could be selling small plots of land &amp; assets in 6 months</li> <li>• Clerk to obtain list of KCC assets in Brasted</li> </ul> CR & NM will become ambassadors for Crimestoppers and put the link on the BPC website. It was agreed that mileage for attendance will be paid to NM.	AH   AH  AH
<b>14</b>	<b>Local Government Boundary Review</b> Clerk has highlighted DE's concerns re the map to SDC.	
<b>15</b>	<b>Planning for Annual Parish Meeting Monday 14 April 2025 (including minutes of last meeting)</b> Confirmed CR will arrange the refreshments. Councillors to arrive at 6.30pm for 7pm start. The Church, the Police, Chart Recreation Ground, Nick Chard & Sandra Robinson have confirmed their attendance.	All
<b>16</b>	<b>Clerk's holiday arrangements</b> Agreed that CR will be the Out of Office e mail contact.	CR
<b>17</b>	<b>Kent Highways</b> <b>17.1 Updates from reported faults</b> Noted. <b>17.2 Meeting with KCC Highways 2/4/25</b> Agreed that DB will attend with DE. KCC Highways have requested a list of items in advance. Items so far include: Rectory Lane hump has worn away, water issues in Station Road, overhead branches in Chart Lane need cutting back.	
<b>18</b>	<b>Correspondence</b> Correspondence from residents regarding current planning applications was noted.	
<b>19</b>	<b>Information Exchange</b> HF noted that Jcn 5 of the M25 will be closed 15/3 – Monday morning. SH noted work completed on Southbrook Lane.	
<b>20</b>	<b>Date of Next meeting</b> Scheduled for Monday 12 May 2025 at 7pm at the Pavilion, Brasted Recreation Ground.	

The meeting closed at 8.50 pm.

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