

Brasted Parish Council
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Minutes of the online Council Meeting
Held on Monday 8 February 2021 at 7.30pm

Present: Councillors: D Edgar (Chair), S Heath (Vice Chair), J Hardey, J Robinson, C Rogowska, L Wentzell, C Wilson

In attendance: Clerk: A Hanson

Public: One

1	To receive and accept apologies for absence J Hall – work commitments, accepted.	
2	Open Session – public question time None.	
3	Declarations of Interest relevant to items on this Agenda None.	
4	Minutes of meeting on Monday 11 January 2021 Agreed & signed by the Chair.	
5	Matters arising not covered below None.	
6	<p>Recreation Ground & Open Spaces</p> <p>6.1 Update re recreation ground, tennis courts, playground, green gym, car park & pavilion</p> <p>CW updated the meeting. Tennis courts & green gym currently closed in line with lockdown restrictions. Nursery still open but unable to open during the snow today due to staffing issues. Playground well used at weekends. Unfortunately, the tarmac company are now unable to carry out the work on the car park. CW will revisit the previous quotes and see if further quotes can also be obtained. Wooden posts have been removed by members of the public at the entrance to the recreation ground. CW has replaced them. These will be replaced by concrete bollards and steel pipe by DE & CW to prevent riders going down the bank by the entrance gate and causing damage – see item 13.4.</p> <p>6.2 Piper’s Green car park – proposed signage & maintenance programme</p> <p>JHar has not yet obtained quotes for car park surface, maintaining woodland and fence from Chart Rec. Deferred to next meeting.</p> <p>6.3 Potential Orchard – update</p> <p>JR updated the meeting on this community led project. Woodland Trust doesn’t have a particularly good selection of fruit trees. I Dig Trees are also active in this area and supply free trees but there is a similar problem with the packs and getting fruit trees, maximum grant is £1,500. Tree Council can provide some funding, BPC would have to organise purchase and funders which is difficult during the pandemic. It was suggested that individuals could also sponsor a tree. It was also noted that the field would need to be deer fenced. JR is also liaising with the National Tree Warden Scheme. JR suggested taking advantage of a few of these schemes to get a variety of trees and reduce costs. The orchard has been publicised in TN16 & the Brasted Diary. JR will also write a piece</p>	<p style="text-align: center;">CW</p> <p style="text-align: center;">JHar</p>

	<p>for the website setting out what BPC would like to do and achieve and inviting comments from the public.</p> <p>6.4 Flood Plan – Review & agreement</p> <p>Clerk to make additions notified by CR. Plan to be brought back for agreement at next meeting.</p> <p>6.5 Possible use of recreation ground for charitable jumble sale</p> <p>Parish Council agreed this would be a good community use of the recreation ground. Details to be finalised in future.</p> <p>6.6 Land at Piper’s Green</p> <p>Agreed the triangle of land was inconsequential and unlikely to be sold so would be left as it is.</p> <p>6.7 Flower Towers</p> <p>Clerk to obtain quotes for flower towers on the Green.</p>	<p>JR</p> <p>AH</p> <p>AH</p>
7	<p>Planning</p> <p>7.1 Planning applications awaiting comments to SDC: KCC/SE/0495/2018 Stabilisation and restoration of Covers Farm Quarry using imported engineering materials to restore the site to grassland, including landscape planting and an ecological receptor area together with a temporary road and ancillary buildings Covers Quarry, Westerham, Kent <i>Deadline: 26 February 2021, For the Addendum Document please view the Application Documents with a ‘Created Date’ showing 13/01/2021.</i> https://www.kentplanningapplications.co.uk/Planning/Display/KCC/SE/0495/2018?cuuid=E6F</p> <p>Resolved: Unanimously agreed to object to the planning application on the same basis as before with additions for monitoring of traffic pollution of the proposal and damage to listed and other properties from the vibrations of lorries passing through the A25.</p> <p>It was also agreed to produce and distribute a leaflet alerting residents to the latest addition to the planning application to enable them to make their own comments, based on the previous leaflet distributed in 2017, focusing on the High Street area.</p> <p>JR also suggested boards put up throughout the village on BPC land to advertise the planning application.</p> <p>7.2 21/00068/HOUSE 18 Watermill Close Brasted KENT TN16 1DG Single storey rear extension. <i>Deadline: 9 February 2021</i></p> <p>Resolved: Brasted PC supports this application <i>subject to</i> the design and materials used being in keeping with the existing property (unanimously agreed).</p> <p>7.3 20/03801/FUL Stanhope Arms Church Road Brasted KENT TN16 1HZ Ground floor extension to South, West and North elevation including conservatory. Internal alterations at ground and first floor. Proposed children's play area and detached garden room. Removal of 2 no. stores and relocate, to also increase garden amenity. Replacement windows/doors and roof in style/materials to match existing. <i>Deadline: 9 February 2021</i></p>	

Resolved: Brasted PC supports this application *subject to* AONB guidelines complied with, the 50% increase rule is not exceeded and the hedge retained on the south side of the property (unanimously agreed).

7.4 Planning applications with comments already sent to SDC:

20/03788/HOUSE 5 The Carriageway Brasted KENT TN16 1JX Single storey side extension, two storey rear extension, landscaping with timber seating area.

Brasted PC has submitted comments to support this application *subject to* the 50% increase rule not being breached.

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Finance

8.1 Payments for Approval, finance update

The following payments were submitted for approval:

Date of invoice	Date of Payment	Payment method	Payee	Details	Total Cost (£)	Reclaim VAT (£)
21-Dec-20	04-Jan-21	DD	Direct Debit (BT GROUP PLC)	Pavilion broadband	39.54	6.59
	05-Jan-21	DD	Direct Debit (CASTLE WATER LTD)	Pavilion water	35.41	-
02-Jan-21	18-Jan-21	DD	Direct Debit (E.ON)	Streetlights electricity	105.32	5.02
03-Jan-21	18-Jan-21	DD	Direct Debit (OPUS ENERGY GAS SU)	Pavilion gas	118.15	5.63
04-Jan-21	18-Jan-21	DD	Direct Debit (LLOYDS BANK PLC)	Credit card (monthly fee, amazon prime, festive lights)	109.98	19.16
04-Jan-21	18-Jan-21	DD	Direct Debit (BG BUSINESS)	Pavilion electricity	68.34	3.25
	20-Jan-21	DD	Direct Debit (BT GROUP PLC)	Clerk's phone	34.81	-
	28-Jan-21	SO		Clerk's salary		-
31-Jan-21	08-Feb-21	BP		Pavilion cleaning		-
02-Feb-21	08-Feb-21	BP	KALC	David Edgar - Planning Training	60.00	10.00
11-Jan-21	08-Feb-21	BP	Sevenoaks District Council	Pavilion Bin collection 7/1/220 - 3/1/21	16.40	-
05-Jan-21	08-Feb-21	BP	Jewson	Rock salt	37.44	6.24

The meeting approved all the payments, including the additional cost of £8.21 for the delivery cost of the tankard approved at the previous meeting (CW proposed, CR seconded, unanimously agreed).

The Clerk summarised the projected finances for the remainder of the financial year. The finances look healthy at the moment but the parish council needs to keep sufficient reserves in case income is reduced in future due to the Covid pandemic.

8.2 2021/22 Budget

The Clerk has circulated the proposed budget for 2021/22 in advance and explained the main assumptions in its preparation. The Precept remains at £37,900, as agreed at the last meeting, there are no pavilion bookings for the entire year and nursery & football club income are maintained for the full year.

	<p>Resolved: To agree the proposed 2021/22 Budget (Proposed SH, seconded CR, unanimously agreed).</p> <p>8.3 Updates to bank mandate</p> <p>Clerk confirmed all three new signatories have been added to the bank mandate. Clerk requested them all to set themselves up on the banking system if they have not already done so.</p> <p>8.4 Community Grant applications</p> <p>The meeting considered the two letters from West Kent Mediation & Sevenoaks Volunteer Transport Group.</p> <p>Clerk was asked to invite a completed application from West Kent Mediation.</p> <p>Resolved: To agree a grant of £200 to Sevenoaks Volunteer Transport Group, an exceptional increase granted this year due to the current Coronavirus pandemic (Proposed CR, Seconded JR, unanimously agreed).</p>	
9	<p>District & County Councillor Reports</p> <p>None.</p>	
10	<p>TN16 Magazine Update</p> <p>Clerk has circulated draft article. Agreed that tree planting suggestions could be included in the next article.</p>	
11	<p>Sundridge & Brasted Social Club lease – update</p> <p>Clerk at SwIH has suggested that the members of the working party could amend the Terms of reference (TOR) after they start to meet. Agreed clerk would revert to SwIH and stipulate that TOR must be agreed in advance and offering a meeting between the Chairs and Clerks of both councils if that would be helpful.</p>	
12	<p>Councillor Vacancy Update</p> <p>Agreed to wait until after TN16 magazine has been published with the article advertising the vacancy. Agree next steps at the next meeting.</p>	
13	<p>Kent Highways</p> <p>13.1 Updates from reported faults</p> <p>Noted.</p> <p>13.2 White Hart zebra crossing repair</p> <p>A temporary replacement belisha beacon has been fitted. KCC Highways are unable to confirm when the modustar will arrive as it is not an off the shelf item. Clerk to continue chasing KCC Highways.</p> <p>13.3 Parking issues (Catch 22 car park) update</p> <p>JHar has not addressed this yet. Defer to next meeting. Catch 22 have 20 car parking spaces at the back, JHar will contact Catch 22 and see if these could be used by Brasted residents.</p> <p>13.4 Railing by the allotments</p> <p>JHar has not yet managed to get this completed. Deferred to next meeting.</p> <p>Resolved: DE to obtain and fit railings by entrance to recreation ground for £313 + VAT (proposed CR, seconded JR, unanimously agreed)</p> <p>13.5 Vehicle speeding</p> <p>JHar has not yet followed up on this, JHar will obtain BPC's display board which has been lent to SwIH and use it to try and educate drivers along A25 regarding speed (in daylight). Deferred to next meeting. JHar will also e mail PCSO's Nick Chard, KCC</p>	<p>JHar</p> <p>JHar</p> <p>DE</p> <p>JHar</p> <p>JHar</p>

	Highways & Police about speeding. JHar will also e mail a proposal to all members of parish council with times of monitoring. Middle & West End of village are worst affected. JHar to put up signs in the village reminding drivers of speed limits.	JHar JHar
14	Correspondence All relevant correspondence has been circulated in advance to councillors. Regarding correspondence received re parking issues in Church Road causing difficulty in access to their properties for some residents, it was suggested that the residents should in the first instance contact the Police if their access is obstructed. Other suggestions were to put a cone outside and also refer residents to KCC Cllr Nick Chard.	AH
15	South East Water Environmental Catchment Survey – acceptance form Resolved: To agree access over Brasted PC land for South East Water to test the Darent river running through the recreation ground (unanimously agreed). Clerk to sign relevant South East Water paperwork.	AH
16	Clerk’s holiday (1 week, February) Resolved: To agree Clerk’s holiday for next week (Proposed CR, Seconded JR, unanimously agreed).	
17	Information Exchange LW raised the issue of anti-social behaviour in the churchyard and said she had spoken to the alleged perpetrator who has not been since. JHar noted the excellent asymptomatic Covid testing centre at Bat & Ball centre run by the army. JR raised the issue of a potential water leak from Birchfield with excess water coming down towards Chartfield Farm. JR and JHar to walk the area to investigate the problem. CR raised the issue of BPC’s district councillor not attending parish council meetings. JHar to call the district councillor.	JR,JHar JHar

The meeting closed at 9.40 pm.

The next Council Meeting will be an online meeting on Monday 8 March 2021 at 7.30pm.

Signed as a correct record Chairman Date