SHOREHAM PARISH COUNCIL

Parish Clerk:
Amanda Barlow

The Post Box,
Shoreham Village Hall
High Street, Shoreham
TN14 7TB

07912 611048

clerk@shorehamparishcouncil.gov.uk

You are hereby summoned to a Meeting of the Shoreham Parish Council to be held at **Shoreham Village Hall on Wednesday 6 November 2024 at 7.30pm**. Members of the Press and Public are warmly invited to attend.
Meeting documents are available at www.shorehamparishcouncil.gov.uk

Parish Clerk 31 October 2024

AGENDA for MEETING of SHOREHAM PARISH COUNCIL

1. To receive any apologies for absence.

2. To receive any disclosures of interest from members in respect of items of business included on the agenda for the meeting.

3. Public Forum

4. County/District Councillor Reports

5. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960

6. To receive and authorise for signature by the Chairman, the Minutes of the meeting held on Wednesday 2 October 2024

7. Matters arising from the minutes not covered by Agenda items

7.1 Cricket Club Ground Banners
7.2 Ownership of Shoreham Village Hall
7.3 Hedges
7.4 Bin in car park
7.5 Shoreham Cross

8. Highways and Footpaths

8.1 **Parking Survey**
To receive an update and agree next actions

8.2 **Filston Lane Car Park**
To discuss issues raised by users of the car park during school times

9. Shoreham Recreation Ground

9.1 Vandalism to the CCTV

10. Shoreham War Memorial and Remembrance Sunday
Update on the cleaning of the war memorial and arrangements for Remembrance Sunday

11. Correspondence

11.1 Kent Police
11.2 Kent Community Warden Service Review - Geographical Allocation Policy (GAP).
11.3 Sevenoaks District Council: Council expresses concerns about Government plans to increase housing targets and build on the Green Belt
11.4 Sevenoaks District Electoral Review - LGBCE Briefing for Town &Parish Councils
11.5 Sevenoaks District Council: Work starts on Sevenoaks walking, wheeling and cycling route

12. Finance & Personnel and Governance

12.1 To agree items received, payable and paid
12.2 UK Shared Prosperity Fund (Levelling up)
12.3 Budget Monitoring report at 30 September 2024
12.4 To receive the External Audit report
12.5 Committee Structure
12.6 KALC Training
12.7 Meeting dates for 2025

13. Next meetings (all starting at 7:30pm in Shoreham Village Hall unless otherwise stated)
a. Planning (if required) Committee – Wednesday 20 November 2024
b. **Planning (if required) Committee and Council Meeting – Wednesday 4 December 2024**
c. Planning (if required) Committee – Wednesday 18 December 2024
d. Planning (if required) Committee – Wednesday 8 January 2025
e. **Planning (if required) Committee and Council Meeting – Wednesday 22 January 2025**

Amanda Barlow, Clerk to Shoreham Parish Council

AGENDA PAPERS

1. To receive any apologies for absence.

Cllr Owen, Cllr Thorpe

5. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960

Agenda Item 9.1 – Vandalism to CCTV

6. To receive and authorise for signature by the Chairman, the Minutes of the meeting held on Wednesday 2 October 2024

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall, Shoreham on 2 October 2024 at 7:30pm

Present: *Cllrs R Blamey, B Jeffery, J Histed (Chair), N Powell (in part), M Sheward and J Thrope*

Also Present: *2 members of the public, Cllr Roger Gough (County) (in part), Cllr Irene Roy (District) (in part), and Amanda Barlow (Clerk)*

Apologies: *Cllr Owen, Cllr Edwards-Winser (District)*

1. *To receive any apologies for absence.*
Apologies were received and accepted from the following:
Cllr Owen and Cllr Edwards-Winser (District)

2. *To receive any disclosures of interest from members in respect of items of business included on the agenda for the meeting.*

None.

3. *Public Forum*

Cllr Powell commented on a placing a map at Shoreham Station similar to the one at Otford Station. Cllr Powell advised that the sign for the car park has been removed. ***Members agreed that the sign should be placed on signage on the top of Church Street.***

4. *County/District Councillor Reports*

District Council – Cllr Irene Roy

Cllr Roy showed a new recycling bag and explained how they work. When they are delivered an explanatory leaflet will be included. Cllr Roy advised that people in flats will continue with the clear bags. Full details about the recycling bag can be found on Sevenoaks District Council's website.

County Council – Cllr Roger Gough

Kent County Council (KCC) is reducing their financial support of community wardens. There will be an overall backup but there will be loss in Shoreham/Otford.

The budget is not an intense as last year but KCC is under pressure and doing well in children's services but find it very hard in adult services. KCC had the special measures on special education needs removed. KCC had a letter from Angela Rayner about devolution and KCC submitted a letter of wishes.

Cllr Jeffery asked Cllr Gough about the repatching of the red hatching at Filston Lane.

Cllr Roger Gough (County) and Cllr Irene Roy (District) left the meeting.

5. *To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960*

Members resolved to discuss Agenda Items 9.1 in confidence.

6. *To receive and authorise for signature by the Chairman, the Minutes of the meeting held on Wednesday 18 September 2024*

Members resolved to agree the minutes of 18 September 2024.

7. *Matters arising from the minutes not covered by Agenda items*

7.1 *Cricket Club Ground Banners*
The Clerk advised that the Cricket Club had informed her that all banners had been removed except one. They are awaiting this advertiser to remove the final banner. They will be applying for the planning permission.

7.2 *Ownership of Shoreham Village Hall*
The Clerk advised that she had contacted Peter Kasch and a date will be arranged to review Parish Council documents.

7.3 *Hedges*
The Clerk advised that GF Maintenance will carry out the cutting of the hedges.

7.4 *Bin in car park*
The Clerk had emailed SDC to ask for the bin to be moved.

8. *Highways and Footpaths*

8.1 ***Parking Survey***
To receive an update and agree next actions

Members agreed to review the drawings which had been received today at a Transport Working party meeting.

8.2 ***Footpaths***
Email from Kent Ramblers
The Clerk advised that the signs have already been updated and Members asked the Clerk to advise the Ramblers.

9. *Shoreham Recreation Ground*

9.1 *Vandalism to the CCTV*
This item was discussed in confidence. The Clerk confirmed that she had contacted the police as instructed by Members.

10. *Shoreham Cross*
Update on Shoreham Cross chalking

Members thanked Cllr Jeffery for his excellent work on getting quotes. The Clerk confirmed that the Council could apply for a grant to cover the cost of the work and will advise the outcome.

11. *Shoreham War Memorial and Remembrance Sunday*
Update on the cleaning of the war memorial and arrangements for Remembrance Sunday
The War Memorial will be cleaned on 8 October 2024.

12. Correspondence

12.1 Countryside Ranger
Noted.
12.2 Kent Police
Noted.
12.3 Sevenoaks District Council – Silver Sundays
Noted.

13. Finance & Personnel and Governance

13.1 To agree items received, payable and paid
Members resolved to agree items received and paid as at Appendix A.

13.2 Grant application from "We are Beans"
Members resolved to award a grant of £50.

13.3 UK Shared Prosperity Fund (Levelling up)
Members agreed that the Clerk should apply for a £4,000 grant to cover the renovation of the war memorial and the chalking of the cross.

13.4 Operation Menai Bridge
Members resolved to agree the Operation Menai Bridge Policy.

13.5 Internal Audit Report
Members confirmed that they have received the Internal Audit Report and noted its comments.

*14. **Next meetings** (all starting at 7:30pm in Shoreham Village Hall unless otherwise stated)*

a. Planning (if required) Committee – Wednesday 16 October 2024
*b. **Planning (if required) Committee and Council Meeting – Wednesday 6 November 2024***
c. Planning (if required) Committee – Wednesday 20 November 2024

Appendix A

Items Received 1 September to 30 September 2024

Shoreham Parish Council

2 October 2024 (2024-2025)

RECEIPTS LIST

Code	Date	Description	Supplier			Total
Interest on Precept	30/09/2024	Bank interest	NatWest Bank	X	44.14	44.14
Precept	30/09/2024	Precept	Sevenoaks District Council	X	24,000.00	24,000.00
			Total		**24,044.14**	**24,044.14**

Items Paid 1 September to 30 September 2024

Shoreham Parish Council

2 October 2024 (2024-2025)

PAYMENTS LIST

Code	Date	Description	Supplier				Total
Car Park	01/09/2024	Business Rates	Sevenoaks District Council	X	90.00		90.00
Toilets	04/09/2024	Electricity	EDF Energy	L	147.62	7.38	155.00
Office telephone	06/09/2024	Office telephone	O2	S	13.72	2.74	16.46
Allotments	16/09/2024	Water Charges - Allotments TW2378728040	Castle Water	X	141.32		141.32
Broadband	19/09/2024	Broadband	Mrs A C Barlow	X	10.00		10.00
Office Rent/Storage	19/09/2024	Office Allowance	Mrs A C Barlow	X	30.00		30.00
Hall/Emergency Room Hire	19/09/2024	Hall hire	Shoreham Village Hall	X	60.00		60.00
Clerk's mileage	19/09/2024	Mileage	Mrs A C Barlow	X	18.36		18.36
Grant	19/09/2024	Grant to Well Hill Mission Church	Well Hill Mission Church	X	330.00		330.00
Grasscutting Shoreham	19/09/2024	Grass cutting	GF Garden Maintenance	X	215.00		215.00
Defibrillators	19/09/2024	Replacement pads for Defib - Defib Store	Brian Jeffery	S	149.00	29.80	178.80

7. Matters arising from the minutes not covered by Agenda items

7.1 Cricket Club Ground Banners – no further update

7.2 Ownership of Shoreham Village Hall – Clerk is arranging a date for the files in storage to be reviewed.
7.3 Hedges – these have now been cut
7.4 Bin in car park – Clerk has requested SDC move the bin to the new location
7.5 Shoreham Cross – see Ageda Item

8. Highways and Footpaths

8.1 **Parking Survey**
To receive an update and agree next actions

Cllr Histed and Jeffery meeting with contractors on Wednesday 6 November – verbal update at meeting.

8.2 **Filston Lane Car Park**
To discuss issues raised by users of the car park during school times

17 October 2024
Name
Mrs. Chloe Lassetter
Email Address

Urgent response needed after an inconsiderate driver completely blocking the back gate entrance to the village school. I ask you to call me on XXXXXX not to reply via email. I am aware the school have repeatedly asked for this space to be blocked out due to access needed by disabled parents and parents who have babies in prams, but appear to be ignored. This now shows the urgency to do this!!!

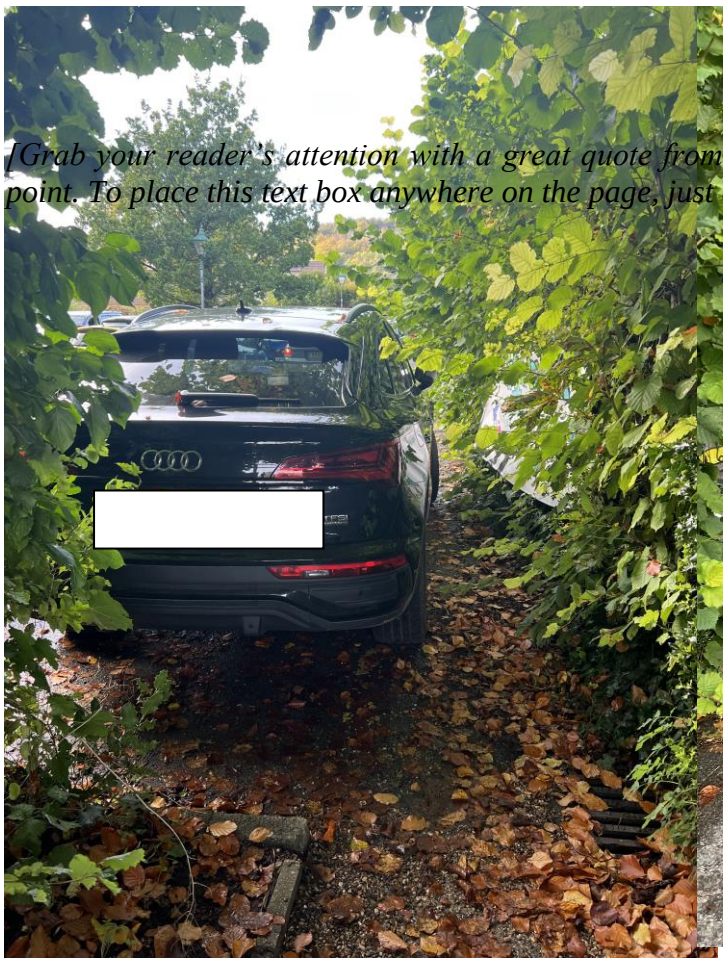
-----Original Message-----
From: "Chloe Lassetter"
Sent: Thursday, 17 October, 2024 4:55pm
To: "clerk@shorehamparishcouncil.gov.uk" <clerk@shorehamparishcouncil.gov.uk>
Subject: Filston Lane Car Park
Good afternoon

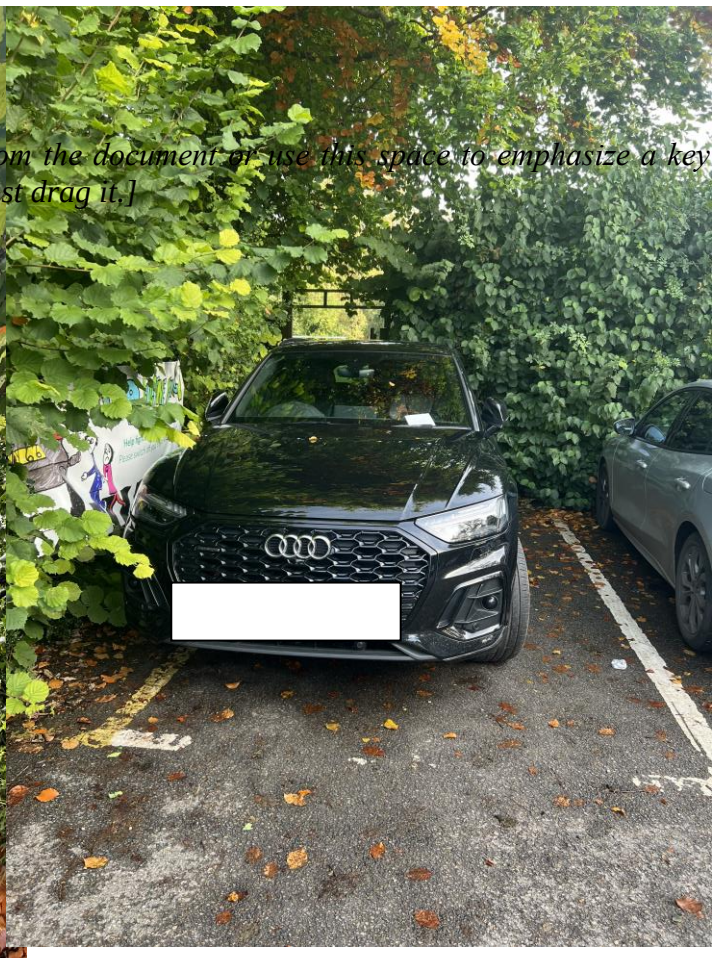
Following our phone conversation please find attached the photos of the inconsiderate driver / parking.

Also during our conversation you mentioned the Parish Council rent this land from KCC however I have also spoken directly to KCC and they claim it is not their land, and instructed me to speak to Sevenoaks Council which I have done and they have informed me it is not their land either, so who does own this land of which you need permission to hatch out this parking space?

Kind regards
Mrs Lassetter.

[Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]





9. Shoreham Recreation Ground

9.1 Vandalism to the CCTV

-----Original Message-----

From: danny@ccctv.co.uk

Sent: Wednesday, 6 November, 2024 8:34am

To: "'Brian Jeffery'" Brianjeffery13@outlook.com

Cc: clerk@shorehamparishcouncil.gov.uk

Subject: CCTV Tower Spikes
Good morning Brian,

Apologies on the slight delay on sending these prices and possible solutions moving forward. I was away in Italy last week.

For the CCTV Tower

I would suggest that some Anti Climb spikes could be installed at around 2.5 Meters in height. I have attached the Data Sheet on something that could be purchased:

Square Anti Climb Guard ACB3: £173+VAT (£207.60)

I would also recommend that we was to cut back the original arms that extend out 2 thirds of the way up.

For The Camera Replacements

There would be 2 Camera options.

First option would be a standard Turret style camera instead of the original Bullet style that comes with a arm bracket that can be damaged more easily. This model would still be a ColourVu model, which would record in Colour 24/7, but wouldn't come with extra Lens protection.

DS-2CD2387G2H-LISU/SL(2.8mm)/B: £210+VAT (£252) (2x Cameras would be required)

Second option would be a Vandal type camera. This model would be a Darkfighter model, which would record in Black/White (Mono) at night, but would come with extra lens protection.

DS-2CD2786G2-IZS: £292+VAT (£350.40) (2x Cameras would be required)

Please feel free in coming back with your thoughts on any of the above suggestions, and I would be happy to transfer this to a final price proposal including Labour. I would be willing to keep Labour costings down on these at around £200+VAT for completion.

Kind Regards

Danny Murrell

10. **Shoreham War Memorial and Remembrance Sunday**

Update on the cleaning of the war memorial and arrangements for Remembrance Sunday

War memorial cleaned and replanted
Shoreham Cross re chalked

KCC has confirmed that they have issued a road closure notice for the Remembrance Sunday parade and 2 minutes silence.

Cllr Blamey is the designated lead for the road closures.

The Road will be closed from 10.45am to 11.15am in order to allow the procession to walk to the war memorial safely and for our residents to honour the silence appropriately. The road will be shut from Shoreham Place to Boakes Meadow to allow cars to turn around if necessary. A barrier will be placed at both points and each barrier will be manned by a Councillor and volunteer wearing high visibility vests.

11. Correspondence

11.1 Kent Police

-----Original Message-----
From: "Ashleigh Wilson PC 46015907" <Ashleigh.Wilson@kent.police.uk>
Sent: Tuesday, 29 October, 2024 7:43am
Subject: Burglaries October 2024
Good morning all,

Just a quick email as we start this week, I know some parishes will be more relevant than others in this sense. Over the last weekend we have had reports of Burglaries similar to the influx we had last year in the Sevenoaks district. Those over the weekend happened in Marlborough Crescent, Sevenoaks (rear entry, messy searches for jewellery and similar items) which was one of the estates targeted the most last year alongside Otford. Therefore, as a department we are now on high alert for this, as again these were large, affluent properties backing onto fields/open land and country lanes for easy escapes out the back.

Update RE Burglaries last year- A fourth suspect has been arrested in connection to a series of burglaries in Otford, Knockholt ,Penshurst and Chipstead after landing at Heathrow Airport on Friday 25th October 2024 and is currently on remand awaiting sentencing at court. This may be a complete coincidence, however if an Organised Crime Group (OCG) is looking to begin operating again and are entering the country then it's important we all work together.

As we go forward, please could any means be used to distribute a message out to residents where possible to make them aware of the reports of burglaries and safeguarding advice shared. I sent out an MCV yesterday with some information, but please let me know if you require anything further as I know we are limited on the platforms authorised to share, so I'm unable to do so through WhatsApp/Facebook etc. Also, any suspicious events/concerns to be reported to us immediately so we can attend ASAP. The same as last year, if there are concerns that a property is being scoped, suspicious persons/vehicles in country lanes and fields please could this be reported via 999.

Kind regards,

PC 15907 Ashleigh Wilson
Police Constable|Beat Officer | Community safety Unit

: **Emailashleigh.wilson@kent.police.uk**

Click below to
Find out more about My Community Voice and register

Click below to report non-urgent crimes online
Report | Kent Police

Community events attended and next month's events in surgery

As we draw into the winter months, we are beginning to see a shift in crimes with the district. Burglary of both residential and non-residential properties and general thefts have seen an increase this month.

As per my previous my community voice posts, we have seen an increase in the last week of burglaries. These are similar to the crime series we faced last Autumn and Winter whereby usually secluded, rural properties backing onto fields/paths/green areas are being broken into via the rear of the property. The items most sought after appear to be jewellery and other small items which are easy for suspects to leave on foot from the location. Please read over the following link and ensure you're aware of all of the tips listed and make sure to share with friends/family/neighbours that may not have access to relevant safeguarding advice Kent Against Burglary | Kent Police. Simple steps such as security lights, 24-hour timer lights, CCTV and making trusted neighbours aware are easy tips to help deter criminal activity.

Reports of Vehicle Thefts and crimes are also on a rise as the darker evenings draw in. Keyless thefts seem to be the target at the moment, with BMW's, Mercedes, Range Rovers and Volvo's the most reported vehicles. Signal blocking Key boxes are a great tip to help deter criminal activity. The old-fashioned wheel lock is a simple and cost-effective tool which creates a high level of security. In depth Safeguarding Advice - Preventing car and vehicle theft | Crime Prevention | Kent Police

We continue to see reports of fraud, particularly courier fraud and rogue trading. The victims tend to be elderly or vulnerable in a lot of the reports. It is important we continue to spread the word and assist those who may be more likely to fall foul of fraud. Please read over the following link and ensure you're aware of all of the tips listed and make sure to share with friends/family/neighbours that may not have access to relevant safeguarding advice Door-to-door and courier fraud | Kent Police

The Kent Police and Essex Police CCTV Registry launched (Monday 29 July 2024)

The joint registry is a secure platform integrated within the Digital Asset Management System (DAMS) which will allow officers and staff to access the location and contact information of registered CCTV, doorbell and other cameras via an interactive map. Members of the public, businesses and local councils can register the details of their cameras using the public facing Connect Kent and Essex website (cctvregistrykentandessex.co.uk).

- The Registry will help reduce the time it takes to obtain digital evidence from members of the public and businesses and will play an important part in helping to identify suspects and key witnesses. Together, these improvements will result in earlier investigative outcomes.

Your local officer is Police Community Support Officer

PC 15907 Ashleigh Wilson

11.2 Kent Community Warden Service Review - Geographical Allocation Policy (GAP).

Amanda Barlow
Clerk to Shoreham Parish Council
Clerk@Shorehamparishcouncil.gov.uk

Community Safety
Community Protection
Growth and Communities

Invicta House
County Hall
Maidstone
Kent ME14 1XX
Tel: 03000 410234

Direct dial: 03000 418060
Email: Mat.honeysett@kent.gov.uk
Ask for: Mat Honeysett
Date: 07 October 2024

Dear Amanda,

Kent Community Warden Service Review – Geographical Allocation Policy (GAP)

Firstly, please allow me to thank you for supporting and working in partnership with the Kent Community Warden Service over the years. Our collaboration and shared passion to support communities to thrive and improve residents' quality of life has led to a range of positive impacts for those we serve.

You would have been aware of the public consultation last year where the Community Warden service was asked to reduce its annual budget by £1 million by 2024-25 due to the challenging financial circumstances the County Council is facing. The findings from this consultation were discussed by Members of the Growth, Economic Development and Communities(External link) (GEDC) Cabinet Committee on 18 January 2024 and at Scrutiny Committee(External link) on 7 February 2024. Following these meetings, the Cabinet Member for Community and Regulatory Services took the decision to implement a new service model and geographical allocation policy for the Kent Community Warden Service.

Work was undertaken in Spring 2024 to implement the new team sizes for the service. (These can be found in the right hand column of the table on page 10 of this report.) Following this, work to implement the new geographical allocation policy and identify the wards to be allocated a warden was progressed. With a smaller service, although we are retaining a presence in each district, we will be targeting our service in specific areas (wards), no longer covering the whole district. Working within only specific parts of a district allows the service to retain their valued proactive community based approach. Where capacity and time allows, the community wardens may undertake referrals outside of these areas.

We have worked through the data and information set out in the GAP to help us to identify the communities where the need for our service is highest and where we have the potential to make the greatest difference. With the resources we have now we are only able to cover so many communities and unfortunately we are unable to support your area as we have done in the past. The changes are not immediate and there will be a

transition period so that our team can develop strategies and any handovers required with yourselves and other local partners for those community activities and service users who will require alternatives going forward. Your local team will be in touch directly to work through this.

Your support and patience during this difficult time for communities, partners and the wardens alike is very much appreciated.

During the course of our work to allocate our wardens to teams and communities, we have become aware that some parish and local councils would welcome the opportunity to explore the possibility of retaining, or introducing a Community Warden in their area using their own funding sources to resource this. We have developed two potential models which may help those councils explore the possibilities open to them; a direct employment model and a sponsorship type model. If you would like to explore the possibilities in this space then please email communitywardenreview@kent.gov.uk and you will be contacted.

Yours sincerely

Mat Honeysett
Operational Manager – Kent Community Warden Service

11.3 Sevenoaks District Council: Council expresses concerns about Government plans to increase housing targets and build on the Green Belt

Daniel Whitmarsh" <Daniel.Whitmarsh@sevenoaks.gov.uk>
Sent: Thursday, 10 October, 2024 3:12pm
To:
Subject: Sevenoaks District Council: Council expresses concerns about Government plans to increase housing targets and build on the Green Belt

Press Release

PR 6962

10 October 2024

For Immediate Release

Council expresses concerns about Government plans to increase housing targets and build on the Green Belt

Sevenoaks District Council has set out its concerns about the Government's revised National Planning Policy Framework (NPPF) with new housing targets.

In July 2024, the new Government asked for views on its updated NPPF. It includes a revised housing target for the Sevenoaks District that jumped from 704 to 1,113 new homes to be built every year. This represents a 58% increase in new homes across the District.

In response, the Council has said it welcomes efforts to boost local housing supply to meet residents' needs, including more social and affordable housing in future developments.

However, it also raised a number of concerns.

The Council argued the method for calculating the new increased housing target is flawed. The calculation is based on the affordability of homes and average local incomes. But it did not consider that many District residents work in London where wages are higher. Also the use of existing housing stock as the basis for the calculation, rather than household projections as currently used, means the targets do not take account of future trends.

While supporting the use of 'Grey Belt' sites (poor quality and already developed Green Belt land), the Council said these sites should only be developed in sustainable locations – near transport and local facilities. It was also important that councils get to decide which sites are in the Grey Belt and not developers.

Most importantly, the Council reiterated its long-standing stance on behalf of residents that the Green Belt is incredibly important and valued, and should only be built on in very limited circumstances.

The Council also raised concerns that there are no proposals in the revised NPPF to compel developers to build homes that have been granted planning permission.

Cllr Julia Thornton, Sevenoaks District Council's Cabinet Member for Planning and Conservation, says: "While we remain committed to protecting the overwhelming majority of our Green Belt, we will have a duty to do everything possible to meet the Government's new housing targets.

"We have highlighted what we believe to be serious issues with the Government's revised NPPF and the proposed major uplift in new homes.

"The method of calculating the number of new homes does not take account of local needs. Building 1,113 new homes every year until 2040 will be especially challenging given our District is 93% Green Belt, the second highest in the country and 60% National Landscape (previously AONB).

"We have been urging Government for some time to give us the tools to encourage developers to build homes on sites with planning permission. In these instances, we have done our bit by granting planning permission in a timely manner, only for the developers to fail to get started.

"These tools could include charging Council Tax or Business Rates after a set period of time. We believe that building out these already granted schemes would make a big difference to the supply of new houses, both in our District and nationwide."

Issued by: Daniel Whitmarsh, Communication and Consultation Manager
Call: 01732 227414
e-mail: daniel.whitmarsh@sevenoaks.gov.uk

11.4 Sevenoaks District Electoral Review - LGBCE Briefing for Town &Parish Councils

From: "Lee Banks" Lee.Banks@sevenoaks.gov.uk

Sent: Tuesday, 22 October, 2024 1:59pm

To: "Lee Banks" Lee.Banks@sevenoaks.gov.uk

Subject: Sevenoaks District Electoral Review - LGBCE Briefing for Town & Parish Councils
Dear Parish and Town Council Clerks,

As you may recall the Local Government Boundary Commission for England (LGBCE) are currently undertaking an electoral review of Sevenoaks District Council.

Earlier today they announced that they have decided that the number of Councillors on Sevenoaks District Council should be 48. This is a change from the current council, which has 54 councillors and will take effect from the elections held in May 2027.

At the same time the LGBCE have opened a consultation, that will run for 10 weeks, ending on 20 January 2025 to shape new council wards for the District Council.

In drawing up a pattern of electoral wards, the LGBCE will seek to:

• Make sure that, within an authority, each District councillor represents a similar number of electors
• Create boundaries that are appropriate, and reflect community ties and identities
• Deliver reviews informed by local needs, views and circumstances

The Commission has no power to create new parishes or alter the external boundaries of existing parishes.

11.5 Sevenoaks District Council: Work starts on Sevenoaks walking, wheeling and cycling route

From: "Daniel Whitmarsh" <Daniel.Whitmarsh@sevenoaks.gov.uk>
Sent: Tuesday, 29 October, 2024 10:29am
To: Subject: Sevenoaks District Council: Work starts on Sevenoaks walking, wheeling and cycling route

For Immediate Release

Work starts on Sevenoaks walking, wheeling and cycling route

Work has started on the Sevenoaks 'East to West' walking and cycling route linking seven schools with local facilities, a joint infrastructure project between Sevenoaks District Council and Kent County Council.
The two-mile route was drawn up with help from transport experts Sustrans. Local people commented on the early proposal leading to changes and improvements along the route.
Once open, walkers, wheelers (people on scooters, parents with prams and wheelchair users) and riders will be provided with safe opportunities to exercise, benefitting their health, while improving air quality and helping to cut the District's carbon footprint.
The route should take some cars off the road, especially at busy school times, helping to reduce traffic congestion, so there is something for everyone.
The route links Trinity School, The Weald of Kent and Tunbridge Wells Grammar School for Boys in the east with Sevenoaks Primary School and Walthamstow Junior School and Amherst and Riverhead Schools in the west. It also goes close to Sevenoaks Rail station, Sevenoaks Hospital and Knole Academy.
Work to widen some existing footpaths, the creation of new links between existing footpaths and the upgrading of some road crossings began on 28 October 2024. Work is expected to be finished by the spring of 2025.
The route is being delivered with a £1.2 million grant secured from the Government.
Cllr Irene Roy, Sevenoaks District Council's Cabinet Member for Cleaner and Greener, says: "This project has been a long term ambition of both Sevenoaks District Council and Kent County Council for some time, and I am delighted to see it progress into fruition.
"Encouraging our residents to use safe, sustainable forms of travel is a top priority and forms part of our ambitions to tackle climate change. This safe and sustainable travel route should be popular with children, commuters and the wider community.
"We want to thank the hundreds of local people who took part in our consultations about the proposals. Thanks to their comments, we have made a number of adjustments and improvements along the route.
"We are really excited work has started and we cannot wait for the Sevenoaks 'East to West' walking and cycling route to open next year."
Kent County Council's Cabinet Member for Highways and Transport, Neil Baker, adds: "We continue to work with local communities to make sure they are getting what they need from the spaces around them.
"We want people to be able to move around and make local journeys in the most convenient way for them, and sometimes that means not using a car.
"Making sure pedestrians and cyclists have safe and accessible routes will ensure we encourage people to choose active travel more often."
Judith Bilboe from Amey, who will be delivering the scheme, says: "We are very excited to be involved in this project. We have worked on a number of cycle and pedestrian schemes in Kent and, as local resident and keen cyclist myself, we are really pleased to be delivering more safe spaces for people to cycle or walk as an alternative to using the car."
For more information, visit www.sevenoaks.gov.uk/walkwheelcycle.
Sevenoaks District Council has also secured funding to progress two further walking, wheeling and cycling routes linking Sevenoaks and Otford and a new route in Swanley.

Issued by: Daniel Whitmarsh, Communication and Consultation Manager
Call: 01732 227414
e-mail: daniel.whitmarsh@sevenoaks.gov.uk

12. Finance & Personnel and Governance

12.1 To agree items received, payable and paid

Items Paid 1 October to 31 October 2024

Shoreham Parish Council

6 November 2024 (2024-2025)

PAYMENTS LIST

Code	Date	Description	Supplier				Total
Car Park	01/10/2024	Business Rates	Sevenoaks District Council	X	90.00		90.00
Grant	02/10/2024	Grant for chairs	Well Hill Mission Church	X	330.00		330.00
Toilets	04/10/2024	Electricity	EDF Energy	L	147.62	7.38	155.00
Office Rent/Storage	04/10/2024	Office Allowance	Mrs A C Barlow	X	30.00		30.00
Miscellaneous	04/10/2024	Screws	Brian Jeffery	S	40.47	8.09	48.56
Broadband	04/10/2024	Broadband	Mrs A C Barlow	X	10.00		10.00
Office telephone	07/10/2024	Office telephone	O2	S	13.72	2.74	16.46
Stationery/Sundries	09/10/2024	Stationery	Amazon	S	8.32	1.67	9.99
Allotments	16/10/2024	Water Charges - Allotments TW2378728040	Castle Water	X	148.32		148.32
Computer/Printer Consumables	21/10/2024	Website	Hugo Fox	S	29.99	6.00	35.99
Shoreham Cross	21/10/2024	Chalk for Shoreham Cross	Mark Luck Limited	S	420.00	84.00	504.00
Street lighting	24/10/2024	Electricity	npower	X	73.93		73.93

Items Received 1 October to 31 October 2024

Shoreham Parish Council

6 November 2024 (2024-2025)

RECEIPTS LIST

Code	Date	Description	Supplier			Total
Grant	18/10/2024	Levelling Up Grant	Sevenoaks District Council	X	3,909.00	3,909.00
Interest on Precept	31/10/2024	Bank interest	NatWest Bank	X	68.73	68.73
Allotment rent	31/10/2024	Allotments rents	Allotment Holders	X	540.00	540.00
			Total		**4,517.73**	**4,517.73**

Items to be paid @ 7 November 2024

Shoreham Parish Council

6 November 2024 (2024-2025)

PAYMENTS LIST

Code	Date	Description	Supplier				Total
Broadband	06/11/2024	Broadband	Mrs A C Barlow	X	10.00		10.00
Office Rent/Storage	06/11/2024	Office Allowance	Mrs A C Barlow	X	30.00		30.00
Hall/Emergency Room Hire	07/11/2024	Hall hire	Shoreham Village Hall	X	60.00		60.00
Grasscutting Shoreham	07/11/2024	Grass cutting	GF Garden Maintenance	X	1,165.00		1,165.00
Printing Gazette/Shoreham Post	07/11/2024	Printing Shoreham Post	Silver Pines Services	X	265.07		265.07
Hall/Emergency Room Hire	07/11/2024	Hall hire	Shoreham Village Hall	X	60.00		60.00
Dog waste bins	07/11/2024	Empty dog waste bins	Sevenoaks District Council	S	252.20	50.44	302.64
War Memorial/Meenfield Cross	07/11/2024	Renovation of War Memorial	Burslem	S	1,175.00	235.00	1,410.00
Toilets	07/11/2024	Toilet Supplies	Goldservice Contract Cleaning Ltd	S	180.36	36.07	216.43
Emptying litter bins	07/11/2024	Emptying Litter Bins	Sevenoaks District Council	S	104.00	20.80	124.80
Shoreham Cross	07/11/2024	Cleaning Cross	Jeremy Tooley	X	165.00		165.00
Shoreham Cross	07/11/2024	Chalking the Cross	Midas Building and Landscaping	X	1,450.00		1,450.00
CCTV	07/11/2024	CCTV	Custodia CCTV	S	1,284.00	256.80	1,540.80

12.2 UK Shared Prosperity Fund (Levelling up)

Grant for £3909 received which was offset against the renovation of the war memorial and the re chalking of the Cross.

12.3 Budget Monitoring report at 30 September 2024

Budget will be provided in paper form at the meeting.

12.4 To receive the External Audit report

Section 3 – External Auditor's Report and Certificate 2023/24

In respect of **Shoreham Parish Council**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit,** it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02 as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/ .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2024; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2023/24

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

Not applicable.

3 External auditor certificate 2023/24

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2024.

*We do not certify completion because:

Not applicable.

External Auditor Name

Forvis Mazars LLP, Newcastle upon Tyne, NE1 1DF

External Auditor Signature *Forvis Mazars LLP* Date **8 October 2024**

12.5 Committee Structure
Members to discuss if there should be any changes.

12.6 KALC Training

Members to discuss attending training.

New Members to attend:

KALC's The Nuts and Bolts of Parish Councils - Online

12.7 Dates and Venues for 2025

Meeting	Day	Date		Venue
Full Council	Wednesday	22	January	SVH
Planning (if required)		8		SVH
Full Council	Wednesday	5	February	SVH
Amenities and Planning (if required)		19		SVH
Full Council	Wednesday	5	March	SVH
Planning (if required)		19		SVH
Full Council	Wednesday	2	April	SVH
Planning (if required)		16		SVH
Annual Parish Meeting		30		SVH
Full Council and AGM	Wednesday	7	May	SVH
Planning (if required)		21		SVH
Full Council	Wednesday	4	June	WHC
Planning		18		SVH
Full Council	Wednesday	16	July	SVH
Planning (if required)		2		SVH
Planning (if required)	Wednesday	6	August	SVH
Planning (if required)		20		SVH
Full Council	Wednesday	17	September	SVH
Planning (if required)		3		SVH
Full Council	Wednesday	1	October	SVH
Planning (if required)		15		SVH
Full Council	Wednesday	5	November	SVH
Planning (if required)		12		SVH
Full Council	Wednesday	3	December	SVH
Planning (if required)		17		SVH

13. **Next meetings** (all starting at 7:30pm in Shoreham Village Hall unless otherwise stated)

a. Planning (if required) Committee – Wednesday 20 November 2024

b. **Planning (if required) Committee and Council Meeting – Wednesday 4 December 2024**

c. Planning (if required) Committee – Wednesday 18 December 2024

d. Planning (if required) Committee – Wednesday 8 January 2025

e. **Planning (if required) Committee and Council Meeting – Wednesday 22 January 2025**