

SHOREHAM

Parish Clerk:

Sarah Moon
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PARISH

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COUNCIL

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

at Shoreham Village Hall on 10th May 2017 from 7:30pm

Present: A Collins, P Dodd, A Hibbins, J Histed, B Jeffery, N McDonnell, L Spence

Also Present: 9 members of the public
District Councillor John Edwards-Winser
Rick Bayne – Darent Valley Landscape Partnership

Clerk: Sarah Moon

Question Time: No questions were raised by members of the public.

1. Election of Chairman
Cllr Dodd was proposed by Cllr Histed and seconded by Cllr Spence.
Cllr Dodd was re-elected as Chairman of Shoreham Parish Council.
2. Apologies for absence were received from Cllr Parkes (holiday), County Councillor Roger Gough and District Councillor Michelle Lowe.
3. Election of Vice Chairman
Cllr Histed was proposed by Cllr Collins and seconded by Cllr Jeffery.
Cllr Histed was elected as Vice Chairman of Shoreham Parish Council.
4. Co-Option of Members
No applications for co-option were received.
5. Appointment of Committees and Working Parties
Members were appointed to the following committee and working parties
 - a) Planning Committee : Philip Dodd, Jonathan Histed, Brian Jeffery, Sarah Parkes, Roy Blamey, Norman McDonnell, Andrew Hibbins, Richard Boyle
 - b) Amenities and Services : Lesley Spence, Roy Blamey, Sarah Parkes, Brian Jeffery
 - c) Finance and Committee : Roy Blamey, Lesley Spence, Jonathan Histed, Philip Dodd, Alison Collins
 - d) Complaints and Grievance Committee : Appointed according to the nature of the complaint/grievance.
 - e) Emergency Planning Group : Lesley Spence, Roy Blamey, Sarah Parkes,
 - f) Traffic and Parking Working Group : Alison Collins, Philip Dodd, Jonathan Histed
 - g) Community Warden Contact : Andrew Hibbins

- h) Footpaths Group : Alison Collins
 - i) Internal Auditor : To be co-opted. Advertise in Gazette and put on agenda as running item until the post has been filled.
6. Terms of Reference
The Terms of Reference for the Planning, Amenities & Services, Complaints/Grievance and Finance Committees were approved in their entirety.
7. Representation on Other Bodies
Representatives to the organisations listed below were appointed as follows:
- a) KALC : Roy Blamey, Sarah Moon
 - b) Shoreham Allotments Association : Lesley Spence
 - c) Shoreham Society : Philip Dodd
 - d) Shoreham Village Hall : Alison Collins
 - e) Lullingstone Liaison Committee : Sarah Parkes
8. Annual Subscriptions
Annual subscriptions to the following organisations were approved:
- a) KALC
 - b) Action with Communities in Rural Kent
 - c) SLCC
 - d) CPRE
9. No disclosures of interest from members in respect of items of business included on the agenda for the meeting were received.
10. The minutes of the meeting held on Wednesday 5th April 2017 (copy previously distributed) were received and signed by the Chairman.
11. The actions arising from the meeting held on Wednesday 5th April were reviewed.
12. District/County Councillor Reports
District Councillor John Edwards-Winser informed the Parish Council that he is now sitting on the Planning Advisory Committee rather than the Audit Committee.
Regarding the Community Infrastructure Levy (CIL), we are advised to compile a Regulation 123 list, containing all the things we would like to do to support the village. We could include things like a footpath down from station or purchasing the car park. If we don't put anything down, we won't get anything therefore this item must be included on the next Council agenda.

No County Councillor was present.
13. Chairman's Report
The Chairman had nothing to report other than those items explicitly mentioned on the agenda.
14. Report from the Clerk
- a) Accounts have been passed on to our internal auditor who is the process of completing our annual return.
 - b) Rent demands have been sent to all allotment plot holders, most of whom have now paid. The allotments competition will be held on 13th July and the same judge as last year has been booked.
 - c) The tennis courts have been washed and cleaned and should be painted later this week, weather permitting. The courts must remain closed for 5 days before any play can be allowed.
 - d) A new dog bin has been ordered for the Village Green.
 - e) The marine ply boards have been handed to the carpenter to make new panels for the slide.

- f) The marquee has been erected and the missing parts identified.
 - g) The war memorial has been examined and needs repointing in various places.
 - h) The grant application to re-chalk the Cross is still on-going. The Clerk was requested to get price/options for limewashing the stone.
 - i) I shall be attending a Neighbourhood Planning workshop on Friday 19th May.
 - j) I would like to book a week's annual leave (carried over from last year) for the week commencing 29th May. One week's leave was authorised by the Council.
15. The Clerk read out the reply received from Sevenoaks District Council regarding the redevelopment of the farm buildings at Timberden Farm. A copy of the letter received is attached in Appendix A.
16. Darent Valley Landscape Partnership
Rick Bayne gave a brief overview of the main objectives of the Partnership and confirmed that the total budget for the scheme is now £4 million. Apart from the Heritage Lottery fund, much of the funding has come from European Union but Kent Highways, Kent Wildlife Trust and Sevenoaks District Council have all given money as have parish councils within the area. Shoreham Parish is being earmarked for projects with a value of in excess of £400,000. These projects include the restoration of the chalklands at Fackenden Down and Polhill Bank (£56,000), removal of scrub, access improvement and fencing to enable grazing at Preston Hill (£100,000), a butterfly conservation reserve at White Hill (£45,000), Quadrangle permaculture, (£58,000), a Samuel Palmer trail and improvement of way marking, (£19,000) and potentially a footpath link to Shoreham station.
Our priorities include raising awareness of and improvement of Preston Hill, a footpath from the station, replacement of the fence/railings next to the river on Church Street, brightening up the bridge, improvement of the footpath along the river and re-chalking of the Cross.
As other parish councils have already donated money to the scheme, Shoreham Parish Council decided to give £1000 this year then to commit to at least £1000 per year for the life of the project (5 years). This will however be reviewed at next year's budget to see if we are able to give more.
One member of the public suggested that it would be nice to have more direct access to the river by way of more length of footpath directly alongside the river. At the moment, there are only a few short sections from the bridge along to Mill House and at the bottom of Water Lane. It would be very pleasant if a path could run the whole length of the river. It was agreed that this should also be discussed at the next Darent Valley Consortium meeting.
17. The terms of the proposed lease offered by Kent County Council to Shoreham Parish Council in respect of the car park at Filston Lane were discussed.
It was agreed that the sum of £725 per annum sounded rather high but it was unclear as to whether this included the business rates due on the car park. Further discussion at the next Finance Committee meeting is required. Additionally, Kent Council Council need to be asked how much the car park would cost to purchase. In the meantime, the Clerk was asked to circulate the lease document and any correspondence from Gen2 to all members for further consideration.
18. The quotation relating to the pegging of the allotment boundary was discussed but no decision on how to proceed was made. The Clerk was asked to add this item to the agenda of the next council meeting for further discussion.

A motion was proposed to extend the meeting past 22.00. The motion was seconded.
19. The purchase of the spare parts for the marquee at a cost of £175 was authorised. Cllr Jeffery agreed to order and purchase the parts and to invoice the Parish Council for the cost.
20. The purchase and installation of a new water heater for the disabled toilet was agreed as well as the associated electrical and plumbing works. This amounted to £590 for the supply, installation and plumbing works and £225 for the electrical works.

21. Public Toilets

- (a) It was agreed by all members that one public toilet is sufficient for the needs of the village and that the ladies toilet can therefore be used for additional storage by removing cubicles and sanitary ware.
- (b) The list of tasks required to convert the ladies toilet into a store was agreed in principle although any costs over £50 which may arise should be brought back to council for further consideration. It was also suggested that provision of a parish store could be added to the CIL list.

22. Correspondence/Information

- (a) A letter of thanks has been received from the Kent Surrey and Sussex Air Ambulance Trust in respect of the donation of £250 awarded to them last month.
- (b) A letter of thanks has been received from the Shoreham Cricket Club in respect of the donation of £550 awarded to them last month.
- (c) A letter has been received from DRIPS (Darent River Protection Society) asking that we elect a river warden to keep an eye on the Shoreham section of the river and to report to DRIPS any concerns or problems which may arise. Cllr Parkes was nominated to act as river warden.
- (d) An email has been received from Reef Television, inviting villages to apply to appear on Channel 4's 'Village of the Year 2017'. It was agreed to watch the program this year before deciding whether to enter the competition next year.
- (e) The Spring edition of the Countryside Voice magazine has been received.
- (f) A bill and 'High Consumption' letter has been received from Thames Water in relation to the period December 2016 – March 2017 on the allotments. A new meter reading has been given in order to determine whether there is a problem or whether they had under estimated the previous bill.
- (g) Issue 2 of the Allotment & Leisure Gardener has been received.
- (h) The May 2017 edition of 'The Clerk' magazine has been received.

23. Financial Matters

- (a) The Schedule of Payments was authorised.
- (b) It was agreed that the auditor can be informed that the matter relating to the REAL Design Payment is now closed and no further action is required to be taken.
- (c) The Clerk was authorised to renew the insurance policy as laid out in the insurance schedule at a cost of £714.91.
- (d) The bank mandate to remove Richard Inniss as a signatory from the bank account was agreed.

24. Dates of next meetings (all starting at 7:30pm unless otherwise stated)

- (a) Planning Committee and Annual Parish Meeting: Wednesday 24th May 2017, Shoreham Village Hall
- (b) Planning Committee and Council Meeting : Wednesday 7th June 2017, Shoreham Village Hall
- (c) Planning Committee Meeting : Wednesday 21st June, 2017, Shoreham Village Hall (if required)

The meeting closed at 10.05 pm
Sarah Moon, Clerk to Shoreham Parish Council

Appendix A

Sarah Moon
clerk2012@shorehamparishcouncil.gov.uk

Tel No:
01732 227268

Ask for:
Richard Morris

Email:
richard.morris@sevenoaks.gov.uk

My Ref:
7258/1664/RM/AS/cw

Your Ref:
Date: 10th May 2017

Dear Ms Moon

Farm Buildings at Timberden Farm, Shoreham

I refer to the above site and your letter of 27th April 2017 raising concerns about the future use of these buildings and a potential need for agricultural buildings by a new owner.

As you note in your letter, following the marketing exercise undertaken by the Council, Mr Muscat has purchased the land at Timberden Farm.

The Council's planning function operates separately from the landowner function and so queries regarding the Council's intentions for the land are dealt with by Andrew Stirling, Head of Economic Development & Property, or Lesley Bowles, who is the appropriate Chief Officer.

So that I can provide you with a full response to your letter, I have consulted Andrew regarding the Council's intentions as landowner. He has advised that the Council, as landowner, is continuing to explore the options for redevelopment of the redundant farm buildings. In exploring the options for redevelopment the Council has not refused to sell the land to Mr Muscat and we are aware of his continuing interest in acquiring the buildings.

The Council has not received any recent planning application or application for prior approval for the change of use of the buildings at Timberden Farm. Even if the Council is the landowner, the normal statutory application processes apply. Any such applications are considered in accordance with the Development Plan, on

their individual merits, in the normal way, taking in account all comments received and any material considerations.

Proposals that are for agricultural purposes are considered appropriate development in the Green Belt. Agricultural buildings are considered to be key characteristics of a rural landscape that could conserve and enhance an Area of Outstanding Natural Beauty.

Any planning application for the re-use of existing buildings for non-agricultural purposes would be considered against National and Local planning policy, but particularly Policy GB7 of the Allocations and Development Management Plan, which refers to the re-use of buildings in the Green Belt.

Further information on how this is applied is available in the Council's Green Belt Supplementary Planning Document:

https://www.sevenoaks.gov.uk/downloads/file/314/green_belt_supplementary_planning_document

There are also provisions that allow some permitted development rights for new agricultural buildings that the new owner of the land may benefit from and may wish to consider.

I apologise for the slightly technical nature of this reply, but if you do require any further explanation or assistance then please do not hesitate to contact me.

Yours sincerely

Richard Morris
Chief Planning Officer
cc: Cllr Peter Fleming
Dr Pav Ramewal