

SHOREHAM

Parish Clerk:

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COUNCIL

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall, Shoreham on 4 October 2023 at 7:30pm

Present: Cllrs R Blamey, B Jeffery (in Chair for items 1 to 6), J Histed (Chair) (in part), N Powell, and J Thorpe

Also Present: 17 members of the public, Cllr Edwards-Winser (District) Amanda Barlow (Clerk)

Apologies: Cllrs Owen, Cllr Sheward and Cllr Roy (District), Cllr Gough (County)

It was agreed that Cllr Jeffery should chair the meeting until Cllr Histed arrived at the meeting.

1. To receive any apologies for absence.

Apologies were received and accepted from Cllrs Owen, Cllr Sheward and Cllr Roy (District) and Cllr Gough (County)

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

None.

4. County/District Councillor Reports

Cllr Edwards-Winser reported:

- Edenbridge redeveloping Spittalls with 23 new high spec environmentally friendly houses, community hall and local shop.
- SDC appointed experts to look at the plans for the cycle route from Otford to Sevenoaks as external funding has been secured and the plans are on display in the luggage room at Bat and Ball Station.
- Covid is rapidly increasing in Sevenoaks.
- Income from village bottle banks in Sevenoaks is £85,000 and is offset against the tax.

Cllr Gough had given his apologies and he sent the following report which was read out by Cllr Jeffery.

A225 Speed Reduction Project –

Unfortunately Chris is currently off sick but his Manager has confirmed that the drawings for the speed limit scheme should be ready by next week; they are just doing the final checks on the designs before they are shared.

Island by station – I note that when Chris met with the parish council, he said he thought it may be possible to do something such as a splitter island that wouldn't officially be for pedestrians and to aid with crossing officially but may go some way to addressing their concerns. Chris made it clear though that we'd need to look at it in detail and there was no commitment to anything definite. He also said the PC would need to put it on the HIP, which he doesn't think has been done. If that's correct, doing so would be an important step to progressing this.

Cllr Jeffery advised that this is on the HIP and has been for some time. This scheme will be now be full funded by KCC.

Wildlife signs – Lisa in my office got some feedback from officers and some background information. The PC may well be very aware of this, and I leave to your judgement how much of this you wish to share. I'm happy otherwise to pick it up separately outside the meeting.

The Department for Transport (DfT) now insist of approving any new wildlife signs and that their installation must be supported by substantial evidence of the presence of wildlife at the specific location. This could be evidenced by the position of hides etc, but is usually determined as part of an ecological assessment. Mammals on Roads reporting - [Mammals on Roads wildlife survey- take part this summer (ptes.org)](<https://ptes.org/get-involved/surveys/road/>)

The small wildlife sign complements other warning signs already used on UK roads, filling a gap between warnings about smaller animals such as migratory toads and wildfowl, and large animals such as deer and livestock. These signs will be used to warn motorists in areas where there are large concentrations of small wild animals, including squirrels, badgers, otters and hedgehogs.

The move also comes shortly before a refreshed Road Safety Statement and two-year action plan are published. These will look at further ways to reduce the number of deaths on the roads. This warning sign is available for any local highway authority in England to use on their roads on application to the Department for Transport, please contact [traffic.signs@dft.gov.uk](<mailto:traffic.signs@dft.gov.uk>).

Nigel Rowe is keen to meet with the Parish Council to discuss their HIP.

Roger Gough
Leader of Kent County Council
Member for Sevenoaks North and Darent Valley

Members of the public asked what if the personnel at Highways change again and the plan is then changed again. Cllr Jeffery advised that Mr Konnigen was very clear that the previous plan would not be signed off and explained that this was very disappointing given the amount of time spent on the plan by the Parish Council. Cllr Jeffery advised, in response to questions, that Mr Konnigen explained that if the speed limit is changed as people do not understand national speed signs it can be dangerous.

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 Item 7.11.1.4 in confidence.

Cllr Histed arrived at the meeting.

6. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 20 September 2023

Members resolved to agree the minutes of 20 September 2023.

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

7.1 Shoreham Parish Parking Survey

The Clerk advised that the survey is now closed and she will advise on how many responses were received. Members will then review the responses and a report will be published.

8.0 Well Hill Update

The Clerk advised that she had received details of the issues with speeding in Well Hill and it was agreed that these would be included on the Highways Improvement Plan.

10.0 Tennis Court Membership & Maintenance

The Clerk advised that the membership scheme was in place and details would put in the diary.

It was advised that membership fees were not being collected and it was agreed the Clerk would advertise the costs of membership etc more widely in the community.

It was agreed that the Council would look at ways to make the membership more effective in the future.

11.1.4 The Honey Pot

This item was discussed will be discussed in confidence at the end of the meeting.

8. A225 Speed Reduction Project

To receive an update and agree next steps

This was discussed at Agenda item 3.0.

9. Darent Valley Community Rail Partnership

To discuss the proposals put forward by Sarah Newman at the meeting on 20 September 2023

Sarah Newman gave details about the proposals for the scheme for Shoreham rail station. Full details are on the website.

She advised that generally a tri-partite agreement would need to be drawn up with Southeastern (who own the building lease), Network Rail (who own the land on which the station sits) and the responsible body (Shoreham Parish Council in this case), to agree on a peppercorn rent (for community, not commercial use), with, say, a 15 year lease. She explained that she would try to see if DVCRP could fund the legal fees for this. Liability insurance costs would also be involved.

In response to questions, Sarah Newman advised that the scheme could take about a year.

It was agreed that details of the scheme would be placed on the Parish Council website and social media pages. Sarah Newman advised that she would provide the Clerk with a more condensed report.

Trustees of the Village Hall voiced their concern about another hall competing for rentals.

Members resolved that they support the scheme further to receiving details.

10. Correspondence and Information

- 10.1. Correspondence from residents
 - 11.1.1 Salt bin for crossroads at top of Well Hill

The resident has subsequently confirmed that there are two salt bins in Well Hill and Members ask the Clerk to advise the Well Hill residents on how to contact KCC to fill the bins.

- 10.2. Sevenoaks District Council – Code of Conduct Training
Noted.
- 10.2 General correspondence
None.

11. Finance

- 11.1. To agree items received, payable and paid
Members resolved to agree the items received, payable and paid as at Appendix A.
- 11.2 Request for a Grant from the Citizen Advice Bureau in North & West Kent
Members resolved to award a grant of £50 to the Citizen Advice Bureau in North & West Kent.
- 11.3 Request for a Grant from Beams
Members resolved to award a grant of £50 to Beams.
- 11.4 External audit report
Members confirmed receipt of the external audit report and asked the Clerk to take the appropriate action and publish the signed AGAR.
- 11.5 Bank account
The Clerk advised that she has resolved the issue with the Co-op Bank and Members resolved that Cllrs Histed, Jeffery and Thorpe should be signatories on the account with the Clerk set up as a user but not a signatory.

- 12. **Next meetings** (all starting at 7:30pm in Shoreham Village Hall unless otherwise stated)
 - a. **Planning (if required) Committee– Wednesday 18 October 2023**
 - b. **Planning (if required) Committee and Council Meeting – Wednesday 1 November 2023**

Members agreed to discuss the following item in confidence.

- 7. Matters arising from the minutes of 20 September 2023
 - 11.1.4 The Honey Pot
Members discussed the issues raised and agreed that Cllr Thorpe should try to resolve the issues raised with the parties involved.

Appendix A

Items received 20 September to 3 October 2023

3 October 2023 (2023-2024)

Shoreham Parish Council RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
15	Allotment rent	22/09/2023		NatWest current account		Allotments rents	Allotment Holders	X	20.00		20.00
13	Precept	29/09/2023		NatWest tax saver		Precept	Sevenoaks District Council	X	22,605.00		22,605.00
14	Interest on Precept	29/09/2023		NatWest tax saver		Bank interest	NatWest Bank	X	18.27		18.27
									Total	22,643.27	22,643.27

Items paid 20 September to 3 October 2023

3 October 2023 (2023-2024)

Shoreham Parish Council PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
119	Computer/Printer Consumables	21/09/2023	Website	Hugo Fox	S	29.99	6.00	35.99
123	Tennis courts	21/09/2023	Completion invoice for ten	Trevor May Contractors Ltd	S	3,562.00	712.40	4,274.40
121	Hall/Emergency Room Hire	21/09/2023	Hall hire	Shoreham Village Hall	X	30.00		30.00
120	Printing Gazette/Shoreham Post	21/09/2023	Printing Shoreham Post	Silver Pines Services	X	90.06		90.06
122	Shoreham Cross	21/09/2023	Cleaning Cross	Jeremy Tooley	X	150.00		150.00
125	Toilets	29/09/2023	Water charges	Castle Water	L	38.20	1.91	40.11
126	Allotments	29/09/2023	Water charges	Castle Water	L	44.28	2.21	46.49
124	Car Park	02/10/2023	Business Rates	Sevenoaks District Council	X	88.00		88.00
128	Office Rent/Storage	03/10/2023	Office Allowance	Mrs A C Barlow	X	30.00		30.00
127	Broadband	03/10/2023	Broadband	Mrs A C Barlow	X	10.00		10.00

Items to be paid @ 4 October 2023

3 October 2023 (2023-2024)

Shoreham Parish Council PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total	
133	Emptying litter bins	04/10/2023	Dog waste bin and litter bin collection	Sevenoaks District Council	S	341.90	68.38	410.28	
134	Toilets	04/10/2023	Toilet Supplies	Goldservice Contract Cleaning Ltd	S	33.24	6.65	39.89	
136	Clerk's mileage	04/10/2023	Mileage	Mrs A C Barlow	X	68.40		68.40	
131	Hall/Emergency Room Hire	04/10/2023	Hall hire	Shoreham Village Hall	X	30.00		30.00	
135	Refuse freighter	04/10/2023	Refuse freighter	Sevenoaks District Council	S	152.80	30.56	183.36	
132	Grant	04/10/2023	Grant for Churchyard grass cutting	St Peter & St Paul Church	X	1,000.00		1,000.00	
						Total	1,626.34	105.59	1,731.93

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