

SHOREHAM

Parish Clerk:
Amanda Barlow

Amanda Barlow
PO Box 618
Sevenoaks
TN13 9TW

PARISH COUNCIL

07912 611048

clerk@shorehamparishcouncil.gov.uk

You are hereby summoned to a Meeting of the Shoreham Parish Council to be held at **Well Hill Mission Chapel (see below for details) on Wednesday 20 September 2023 at 7.30pm**. Members of the Press and Public are warmly invited to attend.

Parish Clerk 15 September 2023

AGENDA

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 meetings held Wednesday 5 July 2023
7. **Matters arising from the minutes not covered by Agenda items**
 - 7.1 9.1.3 Shoreham Parish Parking Survey
 - 7.2 9.1.2 Millenium Path, Wildlife signs and Metal Soldier
 - 7.3 7.2 Shoreham Woods
 - 7.4 7.4 Shoreham Village Hall
8. **Well Hill**

An opportunity for any residents from Well Hill to bring matters to the Council's attention.
9. **A225 Speed Reduction Project**

To receive an update and agree next steps
10. **Tennis Courts**
 - 10.1 Tennis Court membership scheme
 - 10.2 Tennis Court maintenance
11. **Correspondence and Information**
 - 11.1. Correspondence from residents
 - 11.1.1 Litter bins by the River
 - 11.1.2 Defibrillator at Mount Vineyard
 - 11.1.3 Fatal accident on A225
 - 11.1.4 The Honey Pot
 - 11.1.5 Shoreham Car Park
 - 11.1.6 Shoreham Village Sign
 - 11.1.7 Grit/Salt bin request for Mesne Way

11.2. General Correspondence

11.3 Kent Police newsletter

12. Shoreham Society

To receive an update following their meeting.

13. Finance

13.1. To agree items received, payable and paid

13.2. Request for a grant from the Church for mowing the churchyard

13.3. Request for a grant from Anthony Roper Pre-School and Kindergarten

13.4. Internal audit report

13.5. Bank account

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

a. Planning (if required) and Council Meeting – Wednesday 4 October 2023

b. Planning (if required) and Amenities Committee Meeting – Wednesday 18 October 2023

Amanda Barlow, Clerk to Shoreham Parish Council

Well Hill Mission Chapel is located about a mile East of Chelsfield Village and is reached at the end of a single-lane track leading off of Well Hill Road.

The 'what3word' reference is 'itself.maps.mason'.

<http://www.stmartinchelsfield.org.uk/wellhill.html>

AGENDA PAPERS

1. To receive any apologies for absence.
Apologies received from Cllr Owen, Cllr Sheward, Cllr Roy (District), Cllr Edwards-Winser (District) and Cllr Gough (County)

4. County/District Councillor Reports

Roger Gough

Leader of Kent County Council

Member for Sevenoaks North and Darent Valley

For details on how we will use your information please click [here](#) for our privacy notice

- A225 update – speed reduction update. Chris Koningen advised “The design is with a member of my team, and will be completed as soon as possible. This is well underway, but as we are now entering a period of annual leave for a number of my team (including myself) it will likely be a few weeks before we have a design that is ready to be shared”. I am due to meet Chris to update on 28 September.
- Related highways issues - Nigel Rowe has confirmed he has agreed to meet with the PC separately to formulate a new HIP to investigate the feasibility of other projects such as 20mph zone in the village and a potential splitter island on the A225.
- Grit/Salt bin request for Mesne Way – Nigel advised that the PC would have to raise a job with the online reporting tool.
- Openreach - Temporary Road Closure - Bowers Road, Shoreham - 26th October 2023 for 2 days between 08.00hrs and 18.00hrs. The road will be closed between number 2 and Mildmay Place. There is no alternative route but access will be given when safe to do so. Pedestrian access will be maintained during the works. The closure is required for the safety of the public and workforce while works are undertaken by Openreach. Notice is attached.

6. **To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 5 July 2023**

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall 5 July at 7:30pm

Present: Cllrs R Blamey, B Jeffery, J Histed (Chair), G Owen and M Sheward

Also Present: 42 members of the public (in part), Cllr I Roy (District) (in part), and Cllr J Edwards-Winser (District) (in part), Amanda Barlow (Clerk)

Apologies: Cllr Montgomerie, Cllr Powell, Cllr Thorpe, Cllr Waterton (District), Cllr John Edwards-Winser (District) and Cllr Roger Gough (County)

Public Forum: None

AGENDA

1. *To receive any apologies for absence.*

Apologies were received and accepted from Cllr Montgomerie, Cllr Powell, Cllr Thorpe, Cllr Waterton (District), Cllr John Edwards-Winser and Cllr Roger 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*

Wildlife Signs – West Kent Badger Group – A resident advised that lots of badgers killed on the road as well fox and deer and they are attempting to persuade KCC to get the Transport signs for wildlife.

KCC Highways taking action as the tree is dangerous by the bridge. Cllr Jeffery thought it was unlikely that they would plant another tree.

The tennis court and play area are being tarmacked and it will be soft so it must not be used.

4. County/District Councillor Reports

Cllr Irene Roy (District)

- SDC have appointed an agency to do an infrastructure plan to do a walking/cycling route across Sevenoaks Town from East to West. SDC have been awarded funding.*
- The second route is a route between Otford and Sevenoaks. That route has been awarded £184,000 of Government funding.*

Members agreed to take the Agenda items in the following order:

8 A225 Speed Reduction Project

To receive an update and agree next steps

Cllr Roy updated Members as follows;

- To put in a sign and line route is £7,454.27.*
- Members are pushing for a*
- KCC would not permit the Council to put in a VAS – it has to be in situ for at least 6 months.*
- Red surface treatment – it is needed on the northern end of the limit.*

- *Additional pedestrian signage to highlight footpaths.*
- *Glasdon gates – there is some dispute if there is enough space on the verge.*
- *There is some issue for a pedestrian refuge and it is more complex and we do not want it to hold up the scheme.*
- *Village centre scheme – looking to pursue that in parallel with a view to getting it installed next year.*
- *Cllr Roy is trying to arrange a meeting with Cllr Gough and the relevant Highways officers.*

Cllr Jeffery advised how difficult it is to deal with Highways and so that is why Members are pushing for a meeting with Highways and Cllr Gough.

9. Correspondence and Information

9.1. Correspondence from residents (copies are included in the supporting papers for the meeting)

9.1.3 Shoreham Village Parking

There was a very lengthy discussion over parking in Shoreham and many residents raised concerns.

Mr Dimbleby commented that parking is not on the Highways Improved Plan. He advised that access is impossible.

Cllr Histed advised that in 2017 a Traffic Survey was commissioned. It is clear there is contention for road use as the road space is limited. Getting the balance is clearly very difficult.

Cllr Owen advised that there are many more people coming into the village since the pandemic.

Member of the public advised that the amount of traffic is causing a lot of danger especially around the George Bend. Cllr Histed advised that one of things by removing the parked cars would increase speed and therefore increase danger.

Cllr Sheward commented that this issue of parking needs to be moved up the Agenda now that the majority of the work has been done on the A225 speed reduction scheme.

Cllr Histed advised that the report was commissioned in 2017 and was discussed at length.

Cllr Jeffery advised that residents should report to SDC any issues with parking where residents cannot access their properties.

Cllr Jeffery informed the meeting about the history of the report. He explained the main risk was to walkers and the path was a priority. The Parish Council is trying to take people out of the High Street. There have never been any accidents reported on the George Bend. The Parish Council cannot legislate for dangerous driving but the parked cars help reduce the speed around the George Bend.

Cllr Roy advised that she would talk to the Senior Parking Officer.

Cllr Roy left the meeting.

Members agreed that the issue of the parking should be moved up the Agenda and agreed to get opinions of the public. It was agreed that the Parish Council would look at ways to engage with the residents about the possible solutions.

9.1.2 Millenium Path, Wildlife signs and Metal Soldier

Members agreed that it was important to protect wildlife but wondered if there would be any reduction in damage to wildlife.

Ms Birkin responded that accidents are on the increase and Shoreham has a large number of badgers killed. The signs have been produced to reduce the death of wildlife.

Members resolved that the Clerk should write to Cllr Gough to ask about putting signs in areas where there are accidents to wildlife.

Members asked the Clerk to speak to the Village Hall about the soldier and if it was agreed to have it just on display for the armistice period.

Members discussed the issues of the Millenium path and thought that possibly a gate could be put at the end of the path to prevent children running on the road. **It was agreed that the Parish Council should look at putting a gate or chicane at the end of the path.**

9.1.1 Community engagement

Ms Palmer had produced a report on community engagement which had been previously circulated.

Members resolved to agree that the Parish Council would continue to put information on their own social media accounts which could then be shared as required. It was hoped that more residents would join the Parish Council's social media pages. The Clerk advised that a newsletter will be sent out in the Autumn and it will give details of how residents can engage with the Parish Council.

9.2. General Correspondence Noted.

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

None.

6. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 7 June 2023

Members resolved to agree the minutes of the meeting held on 7 June 2023.

Members resolved to extend the meeting.

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

7.1 EV Charging Points

The cost of charging is much lower than other charging posts. **Members resolved to agree that the EV Charging Points should be installed if there was a suitable electricity supply.**

7.2 Shoreham Woods

It was agreed that Cllr Sheward and the Clerk would speak to Mr Sadler to get some further advice.

7.3 *Riverside*

The benches have been repaired. It was agreed that the Clerk should write to the Environment Agency and ask for the depth charge replaced or the pole removed.

7.4 *Shoreham Village Hall*

The minutes had been amended to correctly reflect the agreement.

7.5 *AGAR 22-23*

The Clerk advised that the AGAR 22-23 had been submitted and is published on the website.

10. Governance

10.1 To agree the following documents:

Members resolved to agree the following documents as presented and copies are on the Parish Council's website.

- Code of Conduct*
- Standing Orders*
- Financial Regulations*
- Section 101 Delegation*

10.2 To agree the Terms of Reference for the following Committees/Working Parties

Members resolved to agree the Terms of Reference as presented and copies are on the Parish Council's website.

- Planning*
- Amenities*
- Highways & Footpaths*
- Finance & Personnel*

11. Finance

a. To agree items received, payable and paid

Members resolved to agree the items payable and paid at Appendix A.

b. Request for a grant from Darent Valley Community Rail Partnership

Members resolved to agree a grant of £100 to the Darent Valley Community Rail Partnership.

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

- a. Planning (if required) Meeting – Wednesday 19 July 2023*
- b. Planning (if required) Meeting – Wednesday 2 August 2023*
- c. Planning (if required) Meeting – Wednesday 16 August 2023*
- d. Planning (if required) Meeting – Wednesday 6 September 2023*
- e. Planning (if required) and Council Meeting – Wednesday 20 September 2023 at Well Hill Mission Church***

Amanda Barlow, Clerk to Shoreham Parish Council

There being no further business the meeting ended at 22.15.

Appendix A

Items Paid 1 June to 30 June 2023

PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
66	Car Park	01/06/2023	Business Rates	Sevenoaks District Council	X	88.00		88.00
53	Cricket Club	05/06/2023	Water Tank for Cricket Club	Tanks Direct	S	1,273.00	254.60	1,527.60
65	Office telephone	05/06/2023	Office telephone	O2	S	13.08	2.62	15.70
67	Toilets	05/06/2023	Electricity	EDF Energy	L	308.57	15.43	324.00
46	Broadband	06/06/2023	Broadband	Mrs A C Barlow	X	10.00		10.00
45	Shoreham Woods	06/06/2023	Poster Printing	Kall Kwik	S	126.67	25.33	152.00
47	Office Rent/Storage	06/06/2023	Office Allowance	Mrs A C Barlow	X	30.00		30.00
48	Clerk's mileage	06/06/2023	Mileage	Mrs A C Barlow	X	36.72		36.72
63	Clerk's mileage	06/06/2023	Mileage	Mrs A C Barlow	X	34.56		34.56
64	Grasscutting Shoreham	07/06/2023	Grass cutting	GF Garden Maintenance	X	215.00		215.00
55	Computer/Printer Consumables	08/06/2023	Website	Hugo Fox	S	29.99	6.00	35.99
54	Insurance	08/06/2023	Insurance	Arthur J Gallagher Insurance	X	1,674.66		1,674.66
56	Printing Gazette/Shoreham Post	08/06/2023	Printing Shoreham Post	Shoreham PCC	X	90.06		90.06
57	Hall/Emergency Room Hire	08/06/2023	Hall hire	Shoreham Village Hall	X	120.00		120.00
58	Notice Boards	08/06/2023	Notice Board	Nature Sign Design	S	735.00	147.00	882.00
59	General repairs	08/06/2023	Bollards Shoreham Green	Flash Mobile Welding Services Ltd	S	750.00	150.00	900.00
60	Email Hosting Charges	08/06/2023	Email Hosting	Vision ICT	S	18.00	3.60	21.60
61	Email Hosting Charges	08/06/2023	Annual Email Hosting Charge	Vision ICT	S	144.00	28.80	172.80
62	Email Hosting Charges	08/06/2023	Annual Email Hosting Charge 22	Vision ICT	S	144.00	28.80	172.80
68	Allotments	28/06/2023	Water charges	Castle Water	L	21.12	1.06	22.18
69	Allotments	28/06/2023	Water charges	Castle Water	X	40.11		40.11

Items to be Paid @ 5 July 2023

4 July 2023 (2023-2024)

Shoreham Parish Council PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
75	Computer/Printer Consumables	06/07/2023	Website	Hugo Fox	S	29.99	6.00	35.99
76	Hall/Emergency Room Hire	06/07/2023	Hall hire	Shoreham Village Hall	X	60.00		60.00
78	Toilets	06/07/2023	Toilet Supplies	Goldservice Contract Cleaning Ltd	S	140.62	28.13	168.75
77	Grasscutting Shoreham	06/07/2023	Grass cutting	GF Garden Maintenance	X	430.00		430.00
79	Audit fees	06/07/2023	Internal Audit	Julia Chamberlain	X	160.00		160.00
80	General repairs	06/07/2023	Repair to benches at Riverside	Midas Building and Landscaping	X	380.00		380.00
82	Tennis courts	06/07/2023	25% of Refurbishment Costs for tennis court and MUGA	Trevor May Contractors Ltd	S	8,905.50	1,781.10	10,686.60
81	Notice Boards	06/07/2023	Oak Notice Board	Nature Sign Design	S	735.00	147.00	882.00
Total						10,841.11	1,962.23	12,803.34

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

- 7.1 9.1.3 Shoreham Parish Parking Survey
The Parking Survey is still taking place with a deadline of 30 September 2023.
- 7.2 9.1.2 Millenium Path, Wildlife signs and Metal Soldier
- 7.3 7.2 Shoreham Woods
Update following the offer of walks
- 7.4 7.4 Shoreham Village Hall

9. A225 Speed Reduction Project

To receive an update and agree next steps

Cllr Jeffery will provide an update following a meeting with KCC Highways in August.

10. Tennis Courts

10.1 Tennis Court membership scheme

to ensure our wild flowers thrive and for the grass growing over of the graves is an ongoing project I watch over. This is making life much easier for Sit and our wonderful volunteers: Neil and Jasper to cut the grass without being hit by stones and flints
Ann Ball

SHOREHAM PARISH COUNCIL

Since the re-opening of the tennis court a month or so ago, we have been very pleased to see so many people making use of this village facility.

Unfortunately however, very few people have been paying the suggested donation of £5 to the Village Shop despite there being a notice on the fence and despite previous requests in the Gazette. We are not looking to make a profit from the tennis court but we do need to consider the annual maintenance costs which amount to around £500 per year. It was hoped that income received from donations would cover this but this has been far from the case. We have therefore decided to introduce a booking system and an annual subscription of £20 per household for residents of Shoreham.

The new system should work as follows:

- Contact the Clerk to obtain an annual subscription at a cost of £20. On receipt of payment, you will be issued with a membership card which can be used by any member of your household.
- Check availability of the court at the village shop and book your chosen time. Please ensure that you show your membership card at the time of booking as proof of payment.
- If you do not wish to take up an annual subscription, then the cost of hiring the court will be £5 per hour. The court should be booked in the same way as above and the £5 paid directly to the shop. The £5 charge will apply to non-residents.

It is hoped that this will both increase our revenue as well as ensure fair use of play. During lockdown, many people from neighbouring towns and villages have been coming to Shoreham to make use of our 'free' facility and have been occupying the court for long stretches of time, preventing other people from using it. Signs will be put up on the gate explaining how to book so hopefully this system will ensure this doesn't happen again.

An element of honesty is still required as at this stage as we do not wish to lock the court – previous experience of locking the tennis court has resulted in extensive damage to the fences as well as padlocks and keys constantly going missing. Can I therefore please ask that all residents who wish to use the court, adhere to the new system as this way, we can ensure that this great parish facility remains with us for many years to come.

Sarah Moon, Parish Clerk 07912 611048, clerk2012@shorehamparishcouncil.gov.uk

10.2 Tennis Court maintenance



11. Correspondence and Information

11.1. Correspondence from residents

11.1.1 Litter bins by the River

Sent: Monday, 11 September, 2023 1:03pm

To: "clerk@shorehamparishcouncil.gov.uk" <clerk@shorehamparishcouncil.gov.uk>

Subject: rubbish bins by the river

Dear Parish Council,

While out with my dog this morning , I came across these two bins on the public green area along the river.

This is a completely unacceptable situation—the overflowing rubbish attracts more and more foxes which presents a general health hazard as they multiply and use residents' gardens for their 'dens' and toilets.

I'm not sure what the answer is. More bins (or bigger bins?), more frequent collections?

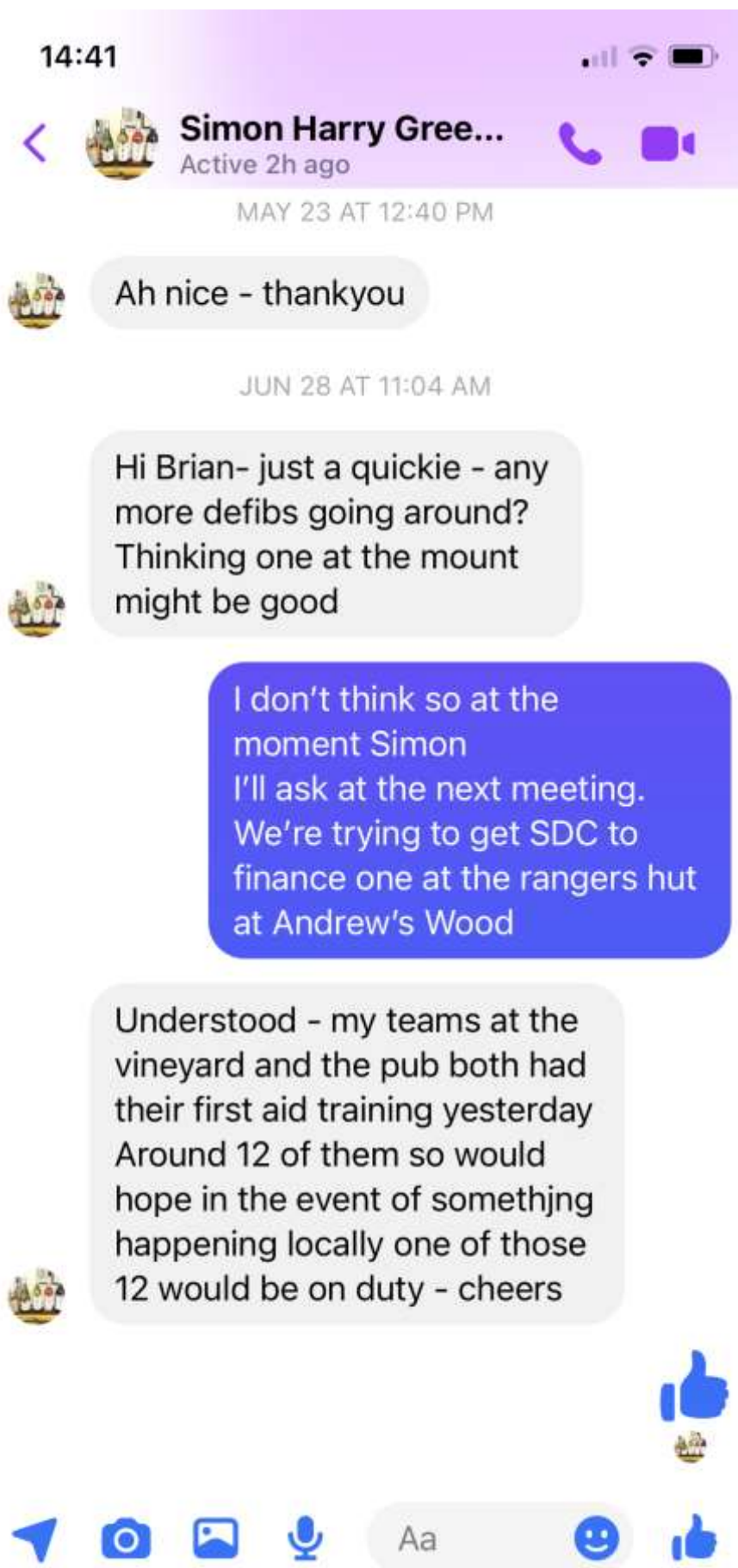
This problem has of course been exacerbated by the huge increase in visitors to the village, as a result of Instagramming on behalf of The Mount and The Samuel Palmer. The increase in visitors is also linked to the traffic problems in the village.

Thank you for your attention,

Linda Lattimer



11.1.2 Defibrillator at Mount Vineyard



11.1.3 Fatal accident on A225

Sent: Thursday, 10 August, 2023 8:04pm

To: "clerk@shorehamparishcouncil.gov.uk" <clerk@shorehamparishcouncil.gov.uk>

Subject: Re: Motorbike Accident - 06th August - Request for a meeting

To whom it concerns, I am the sister of the motorbike cyclist that was killed tragically on Shorham Road on August 06th. As you can imagine we are completely devastated and trying to make sense of what has happened.

Myself and his mum request a meeting with the local councillor to discuss road safety alongside that road, I understand people have campaigned for some time for better signage alongside that road and to be honest, having visited the place of the accident to lay flowers was completely shocked by how dangerous it is. I would like to understand the number of accidents along that road and why more is not being done to protect motorists and public alike.

Apart from some chevrons, there is nothing else to warn motorists to think "bike safety" or even a mirror to protect the blind spot as you come towards the bridge. I want to stop any other family having to go through the pain I am going through right now and if I can influence anything to help reduce the risk of further fatalities then maybe just maybe some small positive may come out of such a horrendous tragedy.

My brothers name was Darren, he was adored by all that knew him and he will leave a huge gap in our lives.

I await a date when we can discuss this in person.

Many thanks
Hayley
Hayley Howes

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

From: "Brian Jeffery" <brian.jeffery@shorehamparishcouncil.gov.uk>

Sent: Saturday, 26 August, 2023 9:44am

To: "clerk@shorehamparishcouncil.gov.uk" <clerk@shorehamparishcouncil.gov.uk>,
"jonathan.histed@shorehamparishcouncil.gov.uk" <jonathan.histed@shorehamparishcouncil.gov.uk>

Subject: Re: Response to: Contact the Parish Clerk. form

Hi Amanda and Jonathan

Just to bring you up to speed Amanda I had a conversation with Hayley Howes the sister of Darren Simpson who died in the accident.

I explained to her the history of our campaign to reduce the speeds on the A225.

I said that we had another meeting with KCC planned to finalise the scheme that they had proposed and I would discuss her concerns and her wish for additional motorcycle awareness signage.

A couple of days after this I had a phone call from a reporter from Kent Online where I explained exactly the same as I had to Hayley.

We then had a Teams meeting with officers from KCC, Roger Gough, Jonathan and Neil to discuss the scheme

The scheme for a reduction in speed from national speed limits to 50mph has now been taken off the table and the start of the 40mph has been moved.

We are waiting for the new scheme to be issued to us so that we can sign off on it if we think it correct.

I think the response to this reporter should be along the lines of:

SPC have worked tirelessly over the last 3 years to bring about a speed reduction on the A225

We have been in discussions recently with KCC Highways to conclude the planned changes and hope that these can be implemented as soon as possible.

Kind regards

Brian

11.1.4 The Honey Pot

On 17 Jul 2023, at 15:26, PAULINE STRICKLAND

> Dear Amanda,

>

> It was lovely speaking with you earlier today.

>

> As discussed, we wanted to bring to your attention the recurring issue we've been facing at The Honey Pot.

>

> Over the past 18 months, we have encountered numerous incidents where our signs have been removed, and in some cases, damaged and left on the ground. The majority of these occurrences take place at the grassy triangle junction near The Crown Pub as you exit the village. Interestingly, the sign from The Crown has remained untouched throughout.

>

> Initially, we attempted to place our sign alongside The Crown's by using a spike to secure it in the ground. Unfortunately, it was swiftly vandalised. Subsequently, we opted for a discreet attachment on the post, but unfortunately, the signs met the same fate of being snapped in half and abandoned. In our latest attempt, we created temporary signs featuring black teapots. However, these signs vanished within a week!

>

> In light of these repeated incidents, we reached out to Sevenoaks District Council, who suggested we contact Shoreham Parish Council for further insight. Additionally, during the recent duck race weekend, we placed posters near the river to inform visitors about The Honey Pot's availability. Regrettably, most of these posters were removed entirely before the event even took place.

>

> You mentioned the likelihood of someone within the Parish Council harboring an aversion to village signage. Interestingly, we have faced considerable challenges from the two individuals residing opposite The Honey Pot, and believe they are associated with the Parish Council. Hence, we cannot help but wonder if they are behind the resistance towards signage in our village?

>

> We greatly appreciate your assistance in investigating this matter further. Any insights you can provide would be appreciated.

>

> Kind regards.

>

> Pauline & David

>

11.1.5 Shoreham Car Park

From: "Hayley Mortimer"

Sent: Monday, 4 September, 2023 9:24pm

To: "clerk@shorehamparishcouncil.gov.uk" <clerk@shorehamparishcouncil.gov.uk>

Cc: "8862148 Office" <office@shoreham.kent.sch.uk>

Subject: Shoreham Car Park

Good evening,

I wanted to raise my concerns about the car park. The bushes are so overgrown that it's difficult to enter the school especially if a car is parked in the bay next to the school entrance gate. This particular bay next to the entrance gate on the left hand side shouldn't be a bay as it's so tight that nobody with a pram/buggy or in a wheel chair can get through the space.

There is a parking bay that isn't being used because of the overgrown bushes.

This year we have a disabled parent & if the 1 disabled bay isn't already being used by a non blue badge holder then he is unable to park & collect his children from school.

I have raised my concerns via Facebook about the overgrown bushes but I thought I would officially let you know & attach some photographs too. If someone else is responsible for this then please can you let me know & I will contact them instead.

I have also cc'd Shoreham School in.

Kind regards

Ms Hayley Mortimer

11.1.6 Shoreham Village Sign

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

From: "Sally Hamlyn"

Sent: Tuesday, 12 September, 2023 8:03pm

To: "clerk@shorehamparishcouncil.gov.uk" <clerk@shorehamparishcouncil.gov.uk>

Subject: Village Sign

Good evening,

I wanted to enquire about the new village sign project, please. Three years ago my daughter and some other children won a competition to design a new sign for the village.

She is wondering when the new sign will be made and put in place please?

Thanks and regards

Sally Hamlyn

11.1.7 Grit/Salt bin request for Mesne Way

14:03

<

mesne way grit bin in Shoreham...

Filters

Posts you've seen

Most recent

Pos

Shoreham Parish Council

Julie Maria Sargeant · 12 Dec 2022 ·

I have asked for a salt bin for Mesne Way and absolutely nothing happened this was about 7-8 yrs ago.We have elderly people up this road.We we need salt all the other bins are always empty so we miss out.thx

3

Like

Comment

Share

End of results

11.2. General Correspondence

1. SDC -AI help appealing parking fines
2. Sevenoaks District Council: Free tea dances
3. Sevenoaks District Council: Free funding advice for community groups
4. M20 Moveable Barrier: project update
5. CPRE - The results for Hedgelife Help Out are in!

11.3 Kent Police newsletter

Your Local Police Newsletter

August 2023

Dear Parishes,

Please find the monthly update from the Beat officers for your Parishes.

Swanley & Local areas

Local beat officer PC BECK attended Hextable town council meeting at the start of the month addressing any questions from councillors and partners.

There has been numerous reports to police recently regarding nuisance bikes and quad bikes in Swanley and Hextable. A few weeks ago, there was a report for an orange motorbike in Hextable riding up and down the road recklessly. Police swiftly responded spotting the motorbike being ridden. The rider fled, abandoning the bike, which was later confirmed as stolen. CCTV footage is under review to identify the driver.

If you see nuisance bike/vehicles in the area please contact the police as soon as you can and provide as much information about the location, description of rider and bike and registration plate. If you have any videos or photos share them with the police to help with investigation.

PC Beck came across a vehicle in Hextable. Checks revealed false plates concealing its true identity. This vehicle was stolen nearly two years back. Vehicle seized for forensic opportunities.

Police arrested three people for vehicle interference in Waylands Swanley. They were witnessed trying car door handles in Swanley.

A site visit took place at Swanley park with police, council and community safety officer regarding bikes accessing the park. Swanley park will be looking at putting bollards and a gate up in the upcoming months.

3 suspects have been charged for shoplifting at Swanley coop.

New Ash Green & Local areas

Local officer is working with residents to identify nuisance vehicles (cars) reported to be speeding in the areas of Ash Road, Wellfield, Caxton Close and beyond. Police will visit the owners of identified vehicles and consideration will be given to official warnings being issued, which if breached can result in the vehicles being seized and destroyed.

Offroad motorbikes, mini motos and quad bikes continue to be an issue both on and offroad. Work is continuing to try and identify the culprits (who routinely wear face coverings).

Recently damaged gates allowing access to woodland where problems occur has been tasked to be repaired by local authority, to deter further offending and protect genuine users of this nature facility.

Following a vehicle making off from officers, an offroad bike was later located and seized from the area. Information from the local residents identifies it as one of the vehicles causing repeated problems in the area.

Covert and high visibility patrols have been targeted around car parks in New Ash Green where antisocial behaviour involving vehicle and the use of NOS cannisters have been reported. This has resulted in a significant reduction in reported areas.

Enquires have led to a suspect being identified for a recent arson on a vehicle in Millfield, NAG. The investigation continues to bring the offender to justice.

Local officers located and recovered a high value, high power motorbike in the Woodland area behind Caxton Close. Vehicle originally stolen from the Longfield area. Forensics enquiries being conducted to identify offender.

Sevenoaks & Local areas

Engagement Events-

Town Team Meeting-

PC Hubbard attended the town team meeting to represent the police addressing questions from councillors and partners. Police commitment to attending these meetings continues fostering collaboration to address local concerns.

Forget-Me-Not Cafes-

PC Hubbard and PCSO WILDERS engaged vulnerably positioned community members.

Police listened to concerns and discussed local crime and crime prevention strategies with attendees.

Charity Engagement-

Police connected with Richmond Fellowship, a support service aiding those with mental health challenges. Discussions included local issues and potential guidance for individuals needing assistance.

Anti-social behaviour -

 Bat & Ball Train Station:

Kent Police and British Transport Police are working together to tackle antisocial behaviour (ASB) concerns around Bat & Ball Train Station. With the ticket office change of use raising jurisdiction issues, collaboration is key. GTR has been approached and are currently addressing questions regarding responsibilities of both police forces.

Vine PSPO Consultation -

The Vine public consultation is now live! Running from August 14 to September 24, this Public Spaces Protection Order (PSPO) aims to tackle antisocial behaviour at The Vine during the summer months. Police have taken proactive steps and sent alerts through Twitter and MCV to encourage public participation in the survey related to the PSPO.

Youth ASB-

A young individual has been engaging in general antisocial behaviour in the Sevenoaks area. With several breaches of acceptable behaviour agreements issued, the police are in the process of gathering evidence to potentially pursue a criminal behaviour order. Our aim is to guide him away from causing further disruption.

Crime-

Burglary Incident: Two Men arrested and Charged

Two individuals have been arrested and charged following a burglary at a Jeweller's shop in Sevenoaks. In the early hours of Tuesday 25 July 2023, two men are reported to have cycled to the High Street area where they stopped in front of a jewellers. It is alleged they then damaged the window and reached in to steal a quantity of jewellery, before both rode their bikes from the scene.

 Brabourne Lakes Tree Damage-

An unfortunate incident occurred at Bradbourne Lakes Park where mature trees, some over 100 years old, were reportedly drilled and damaged by a harmful substance between 01/06/2023 - 22/08/2023. Kent Police are actively investigating this criminal damage.

 Sainsbury's St Johns Hill

A persistent individual has been identified for repeatedly causing trouble at Sainsbury's St. Johns Sevenoaks.

For more detailed crime figures and updates, visit the Kent Police website under "Your Area"

[Your area | Kent Police](#)

Stay safe and vigilant!  Your sincerely PC HUBBARD

Westerham & Local areas

The local officer for the area has attended multiple locations to assist with a suspicious male trying on door handles in the area off Westerham and have assisted crime squad with their enquires. In the location of this incident there has been high visibility patrols to deter this behaviour. In terms of anti social bike riding in the location the beat team are working hard in joint operations approach to try and Identify the offenders.

A small amount of cannabis has also been seized from a local property in the area after several reports of smoking drugs.

Edenbridge & Local areas

This month the beat team have been working with Kent Police Tatctical Opertions and Surrey police in relation to persons committing cross boarder crime to commit theft of motor vehicle. A stolen vehicle has been recovered from Edenbridge within 30 minutes from being stolen. The suspect vehicle was loacted and attempted to stop however drove in such a manner it was lost. The vehicle was later recovered and is being looked at for forensics for identification fo the suspects.

West Kingsdown , Eynsford, Shoreham, Otford & Kemsing

This month the Beat Officer has been working hard with Sevenoaks Distrct Council Community Safety Unit to assit Enysford and Riverside with issues at the Ford. This work will continue throughtout the summer months with increased patrols both marked and unmarked. If anyone has any information, please contact Police on 101, through My Community Voice or on-line.

Beat Officer has met with the West Kingsdown Parish to discuss local issues. It appears nusiance vehicles riding through the woods and increase with people using nitrous oxide (nos) is becoming a problem. As a result, officers will be increasing patrols utilising the Rural Task Team in patrolling the hot spot areas. Posters will be diseminated and displayed in areas highlighted as location laughing gas and littering is a problem.

Crime Prevention & General Advice

Please keep us updated on any forthcoming meeting events in your communities. Although low on numbers we will still strive to attend these events.

Seasonal reports of bikes being used off road are being made across the district. If you witness these types of incidents, please call them in. If possible, obtain any photos/CCTV. Often the bikes area driven to locations to be used if this is the case try and obtain the registration of the vehicles.

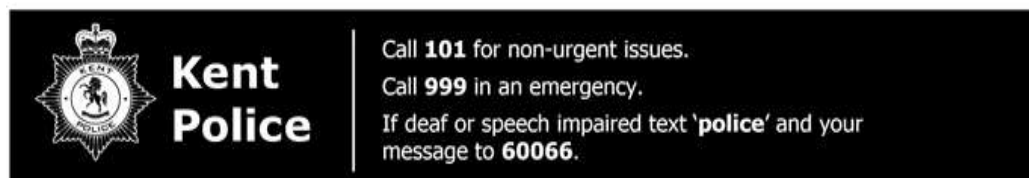
For landowners, please make sure clear signage is up prohibiting the use of bikes on your land and make sure that access points are secure or offer deterrents to bike users.

If you want local alerts to your area and to be able to reply with any relevant information please sign up below.

[My Community Voice Kent: Home Page](#)



Is there a speedwatch goup in your area that is now dormant? Would you like help to set up a new one or revitalise an old one. Contact speedwatch www.communityspeedwatch.org or e-mail Sevenoaks CSU csu.sevenoaks@kent.police.uk for assistance.



12. Shoreham Society

To receive an update following their meeting.

From: "Cllr Neil Powell" <neil.powell@shorehamparishcouncil.gov.uk>

Sent: Thursday, 14 September, 2023 11:42am

To: clerk@shorehamparishcouncil.gov.uk

Subject: Re: Full Council Meeting - Wednesday 20 September 2023 and Informal Meeting

Hi Amanda

The Shoreham Society contacted me as Miranda has left, asking me to go to their meeting representing the PC.

So I went and will report back.

- filston lane 30 extension onto hip
- shoreham shine
- cricket pitch advertising boards (are we as owners of the land liable?)

Best

Neil

13. Finance**13.1. To agree items received, payable and paid – to follow
Items received 1 July to 20 September 2023****Shoreham Parish Council
RECEIPTS LIST**

Voucher	Code	Date	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
6	Interest on Precept	31/07/2023	NatWest tax saver		Bank interest	NatWest Bank	X	30.28		30.28
12	Allotment rent	31/07/2023	NatWest current account		Allotments rents	Allotment Holders	X	365.00		365.00
8	VAT repayment	04/08/2023	NatWest tax saver		VAT repayment	HM Revenue & Customs	X	2,142.75		2,142.75
9	VAT repayment	07/08/2023	NatWest tax saver		VAT repayment	HM Revenue & Customs	X	14,175.09		14,175.09
11	Allotment rent	31/08/2023	NatWest current account		Allotments rents	Allotment Holders	X	250.00		250.00
7	Interest on Precept	31/08/2023	NatWest tax saver		Bank interest	NatWest Bank	X	23.70		23.70
10	Allotment rent	05/09/2023	NatWest current account		Allotments rents	Allotment Holders	X	30.00		30.00
Total								17,016.82		17,016.82

Items Paid 1 July to 20 September 2023**Shoreham Parish Council
PAYMENTS LIST**

Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
Car Park	01/07/2023	Business Rates	Sevenoaks District Council	X	88.00		88.00
Office Rent/Storage	04/07/2023	Office Allowance	Mrs A C Barlow	X	30.00		30.00
Broadband	04/07/2023	Broadband	Mrs A C Barlow	X	10.00		10.00
Computer/Printer Consumables	06/07/2023	Website	Hugo Fox	S	29.99	6.00	35.99
Toilets	06/07/2023	Toilet Supplies	Goldservice Contract Cleaning Ltd	S	140.62	28.13	168.75
Office telephone	06/07/2023	Office telephone	O2	S	13.08	2.62	15.70
Tennis courts	06/07/2023	25% of Refurbishment Costs for tennis court and	Trevor May Contractors Ltd	S	8,905.50	1,781.10	10,686.60
Notice Boards	06/07/2023	Oak Notice Board	Nature Sign Design	S	735.00	147.00	882.00
Audit fees	06/07/2023	Internal Audit	Julia Chamberlain	X	160.00		160.00
Clerk's mileage	06/07/2023	Mileage	Mrs A C Barlow	X	18.36		18.36
Hall/Emergency Room Hire	06/07/2023	Hall hire	Shoreham Village Hall	X	60.00		60.00
General repairs	06/07/2023	Repair to benches at Riverside	Midas Building and Landscaping	X	380.00		380.00
Grasscutting Shoreham	06/07/2023	Grass cutting	GF Garden Maintenance	X	430.00		430.00
Dog waste bins	25/07/2023	Dog waste bin	Sevenoaks District Council	S	237.90	47.58	285.48
Refuse freighter	25/07/2023	Refuse freighter	Sevenoaks District Council	S	152.80	30.56	183.36
Darent Valley Community Rail Partnership	25/07/2023	Grant - Darent Valley CRP	Sevenoaks District Council	X	100.00		100.00
Miscellaneous	25/07/2023	Replacement of glass at hall - Post Box	Gaza Glass	X	120.00		120.00
Street lighting	26/07/2023	Electricity	npower	X	51.92		51.92
Allotments	28/07/2023	Water charges	Castle Water	L	21.12	1.06	22.18
Allotments	28/07/2023	Water charges	Castle Water	X	40.11		40.11
Car Park	01/08/2023	Business Rates	Sevenoaks District Council	X	88.00		88.00
Toilets	03/08/2023	Electricity	EDF Energy	L	308.57	15.43	324.00
Office telephone	07/08/2023	Office telephone	O2	S	13.08	2.62	15.70
Tennis courts	09/08/2023	40% of tennis court refurbishment	Trevor May Contractors Ltd	S	14,248.80	2,849.76	17,098.56
Allotments	09/08/2023	National Allotment Assc Subscripton	NSALG	S	55.00	11.00	66.00
Computer/Printer Consumables	09/08/2023	Website	Hugo Fox	S	29.99	6.00	35.99
Recreation Ground	09/08/2023	Tree Surgery	Down to Earth Trees Ltd	S	220.00	44.00	264.00
Grant	09/08/2023	Grant for Music Festival	Louise Norris	S	100.00	20.00	120.00
Village Hall	09/08/2023	Electrical work for village hall fire alarm system	7Oaks Electrical Ltd	S	1,240.00	248.00	1,488.00
Hall/Emergency Room Hire	09/08/2023	Hall hire	Shoreham Village Hall	X	30.00		30.00
Grasscutting Shoreham	09/08/2023	Grass cutting	GF Garden Maintenance	X	485.00		485.00
Printing Gazette/Shoreham Post	09/08/2023	Printing Shoreham Post	Silver Pines Services	X	120.00		120.00
Allotments	30/08/2023	Water charges	Castle Water	L	46.49	2.32	48.81
Allotments	30/08/2023	Water charges	Castle Water	X	40.11		40.11
Car Park	01/09/2023	Business Rates	Sevenoaks District Council	X	88.00		88.00
Toilets	04/09/2023	Electricity	EDF Energy	L	308.57	15.43	324.00
Office telephone	05/09/2023	Office telephone	O2	S	13.08	2.62	15.70

Items to be paid @21 September 2023**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 tennis courts	Trevor May Contractors I	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
Total						3,862.05	718.40	4,580.45

13.2. Request for a grant from the Church for mowing the churchyard

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

From: "Johnny Aisher"

Sent: Tuesday, 8 August, 2023 2:43pm

To: clerk@shorehamparishcouncil.gov.uk

Subject: Churchyard Mowing

Dear Amanda,

I think we corresponded earlier in the year about asking the Parish Council to make a donation towards the costs of mowing the churchyard, as they have done in the past (often to the tune of £1000). From memory, it wasn't the right time of year to ask them, but I wondered whether it is something we can now move forward on?

Many thanks,

Johnny

13.3. Request for a grant from Anthony Roper Pre-School and Kindergarten

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

From: friends@anthonyroperpreschool.co.uk

Sent: Thursday, 13 July, 2023 9:52am

To: Clerk@Shorehamparishcouncil.gov.uk

Subject: Anthony Roper Preschool - Charity Pre-School in Eynsford, Kent

Anthony Roper Preschool - Charity Pre-School in Eynsford, Kent

Dear Sir / Madam, Anthony Roper Preschool - Charity Pre-School in Eynsford, Kent and we have children come to us from all over the county.

We are emailing you to see if there are any grants available to us or if you are having a fete / fair you'd consider having us as one of your Charities.

All of the money we receive from funding and fees goes back into the Pre-school.

In order to be able to enhance our environment and offer exciting and challenging activities for the children, we rely on voluntary contributions.

please click here <<https://www.cafonline.org/>> for the Charities Commission website search for Anthony Roper Pre school and Kindergarten CIO, our Charity Number is 1164480

The Anthony Roper Pre-School and Kindergarten opened in February 2011, replacing the former Eynsford Village Pre-School (established approximately 50 years ago) and Anthony Roper Kindergarten (established approximately 30 years ago).

Our web site is www.anthonyroperpreschool.co.uk

<<http://www.anthonyroperpreschool.co.uk/>> and you will see from our news section that we are very busy helping children get the best start in life.

Anthony Roper Preschool recently gained the Award at the highest grade, "Excellent", reflecting the knowledge, awareness and commitment of yourself as ESD lead and the staff in the setting. Click here for details
<<https://www.anthonyroperpreschool.co.uk/wp-content/uploads/2023/03/Early-Years-Education-for-Sustainable-Development-Award-Letter-Anthony-Roper.pdf>>

If you can help in any way or point us to another organisation that could help us we would be extremely grateful.

Regards,

Samantha Aitchison/Donna Gifford

Joint Childcare Managers
Anthony Roper Pre-school and Kindergarten CIO
The Nursery Unit
High Street,
Eynsford
Kent DA4 0AA Charity Number 1164480

13.4. Internal audit report

Shoreham Parish Council **Internal Audit Report 2022-2023**

Accounts

Cash book is up to date for 2022-2023 and has been verified against the bank statements.

Bank reconciliation now done monthly. Regular checking and countersigning by a councillor still to be implemented. Recommended that the issue with statements for the Co-op bank be dealt with as a priority. The current balance should include receipt of interest so will not be correctly reflected. Statements are still being posted to previous parish clerk.

Outstanding unpresented items from 2021, totalling £953.88, to be dealt with prior to interim audit scheduled for September..

A random selection of payments and receipts were checked against supporting paperwork and found to be correctly dealt with in accordance with the standing orders and financial regulations of the Parish Council. O2 invoices are still in the name of the previous clerk and need updating.

Financial Regulations, Standing Orders and Payment Controls

There were no changes to the Financial Regulations and Standing Orders which were adopted by the Parish Council in May 2022.

Risk Management

The Risk Management doc.is still waiting to be prepared and approved. Recommended this be treated as a priority.

Include measures to ensure VAT returns submitted and refunds received correctly and in a timely manner. A VAT return has not been submitted in 2022/2023. Agreed this will be done in June.

Agreed that interim audits are performed at least twice throughout the next year.

Budgetary Controls:

The budget was agreed in January 23. It is reviewed quarterly.

Income Controls:

Precept for 2022-2023 was received by bank transfer in April and September 2022 .

Petty Cash Procedure

There is no petty cash.

Payroll controls

Payroll is outsourced to an external provider (DM Payroll Services).
PAYE and NI and pension contributions are correctly recorded and paid correctly.

Asset Control

The Asset Register was reviewed and updated by the Clerk and a Councillor in June 2022. Insurance cover was renewed for a year.

Bank Reconciliation

The bank accounts are now reconciled monthly. They need to be reviewed by a Councillor monthly and quarterly.

Year End Procedures

Exercise of public rights published July 2022.

The Audit for 2022-2023 is due to be submitted to the new external auditors, Mazars, by 30 June 2023.

13.5. Bank account

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

a. Planning (if required) and Council Meeting – Wednesday 4 October 2023

b. Planning (if required) and Amenities Committee Meeting – Wednesday 18 October 2023