

SHOREHAM

Parish Clerk:
Amanda Barlow

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

PARISH COUNCIL

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 7 February 2024 at 7.30pm**. Members of the Press and Public are warmly invited to attend.

Parish Clerk 1 February 2024

AGENDA

The meeting will be preceded with a public session to allow residents to raise any issues with PC Ashleigh Wilson.

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 24 January 2023
7. **Matters arising from the minutes not covered by Agenda items**
 - 7.1 Hedge cutting in the High Street
 - 7.2 Darent Valley Community Rail Partnership
8. **Shoreham Cricket Club**
 - 8.1 Cricket Ground Banners
9. **Highways and Footpaths**
 - 9.1 **Parking Survey**
To receive an update
 - 9.2 **Station Road Footpaths**
To discuss next actions with regard to the steps to join the footpaths
10. **Annual Parish Meeting –**
To discuss and agree arrangements for the Annual Parish meeting

11. Correspondence

- 11.1. Shoreham Village Fete
- 11.2. Sevenoaks District Council – Boundary change
- 11.3. Shoreham Hight Street closure – Thames Water
- 11.4. Kent Police

12. Finance

- 12.1 To agree items received, payable and paid
- 12.2 To discuss and agree, if appropriate, the gras cutting contract for 2024/25
- 12.4 Bank Account update

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

- a. Planning (if required) Committee and Amenities Committee – Wednesday 21 February 2024
- b. Planning (if required) Committee and Council Meeting – Wednesday 6 March 2024**

Amanda Barlow, Clerk to Shoreham Parish Council

AGENDA PAPERS

1. To receive any apologies for absence.

Cllr Powell, Cllr Rachel Waterton (District), Cllr Owen

6. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 24 January 2023

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall, Shoreham on 24 January 2024 at 7:30pm

Present: Cllrs R Blamey, B Jeffery, J Histed (Chair), A Montgomerie, G Owen, N Powell, M Sheward and J Thorpe

Also Present: 16 members of the public, Cllr Gough (County) (in part), Cllr Edwards-Winser (District) (in part), and Amanda Barlow (Clerk)

Apologies: Cllr Roy (District)

1. To receive any apologies for absence.

Apologies were received and accepted from Cllr Roy (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

A resident wanted to comment on Agenda 9.2 – She had been walking with a baby in a pram and a dog. Due to the parked cars on the pavement, she had to walk on the road. Please could the Parish Council try to stop people parking on the pavement. The one particular place which is very bad is between Mill Lane to the Allotments. She also commented that the Samuel Palmer should also encourage people to park at the Mount.

Cllr Jeffery advised that the Parish Council has asked for Mr Muscat to cut the hedges. Cllr Jeffery explained the plans following the parking survey. Cllr Histed advised that residents will be consulted again before any actions are taken. Cllr Edwards-Winser advised that Sevenoaks parking enforcement cannot act if there are no yellow lines on the road.

Cllr Jeffery advised that there are some items that can be dealt with by the Parish Council to try and help with the parking problems without having to be included in the Highways Improvement Plan (HIP).

4. County/District Councillor Reports

4.1 Pedham Place

Cllr Histed advised that there had been some comments on social media.

Cllr Edwards-Winser has been keeping the Members up to date with developments at Pedham Place. Cllr Histed advised that the Parish Council is not an official consultee on this as the development is not in our Parish.

Cllr Edwards-Winser advised that Pedham Place is nothing to do with him as the development is not in the District of Otford and Shoreham. He advised that there are two separate developments the WASPS rugby ground and the housing development. It has been put in the Local Plan which has to meet the requirement of new houses and if the housing requirement is not met the Local Plan will be turned down. This would mean that planners can put developments wherever they want. It does not necessarily mean the development will be built. The Local Plan is a policy document so different to where houses will actually be built as the planning requirements need to be met.

Cllr Gough advised that Pedham Place is in his County area and Kent County Council is a consultee. There is still an expectation for the Plan to have the new houses. There are a lot of concerns with that site and there are many arguments against it.

Cllr Edwards-Winser (District)

- *A copy of his report is attached at Appendix A.*

Cllr Gough (County)

Cllr Gough informed the meeting of the following:

- *Lower Thames Crossing is planned to be completed by 2032.*
- *Implementation of the speed reduction on the A225. The project started this week.*
- *Cllr Powell advised that he had an email from the Rights of way reporting tool. 90% of faults are working on line. The problem seems to be the time it takes to respond.*
- *Nigel Rowe would be more than happy to meet with Members to discuss the HIP.*
- *The budget is now being done on 19 February 2024 and the Government advised that there is some additional funding for Councils like KCC.*

Cllr Blamey asked about the issue with pot holes. Cllr Gough advised about the pot hole blitz.

Cllr Gough and Cllr Edwards-Winser 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*

None.

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

8. Shoreham Cricket Club

8.1 Vandalism and alarm system

Members were extremely disappointed to hear about the vandalism.

8.2 Grant

Members unanimously resolved to award an annual grant of £300 to Shoreham Cricket Club.

Members agreed that the Parish Council should purchase the equipment on behalf of the Cricket Club and the Club will reimburse the Council.

8.3 Extension

Shoreham Cricket Club explained their new plans for the extension.

Members unanimously resolved that they were in support of the Shoreham & Otford Cricket Club to extend the pavilion in line with the plans shown at the meeting and Members noted the Parish Council would be a consultee on any planning applications.

8.4 Cricket Ground Banners

The Cricket Club explained that they had spoken with the Shoreham Society and would look into having the banners up on the Cricket ground during the cricket season. The Shoreham Society felt that it was a good compromise for the Cricket Club to have the banners up.

Members asked the Clerk to take advice from Kent Association Local Councils.

10. Darent Valley Community Rail Partnership

Sarah Newman, Rail Officer, Darent Valley Community Rail Partnership provided an update and details are included at Appendix B. Sarah advised that the preferred option would be the same as the development at Eynsford working with South Eastern and to get some grants. South Eastern would cost and manage the renovation.

Sarah confirmed that Clerk could put this information in the public domain.

Sarah explained that the options would be either go with South Eastern, the Parish Council could run the project or a community interest group formed by Shoreham residents to be co-negotiators (we would assist, as would Community Rail representatives) and contract signatories to a contract renovating the building, tapping into Community Improvement Funding or possibly CIL funding. This latter route would release the largest sums of money (up to £500,000), but carries with it commitments re management of the space and maintenance of the interior (but not the exterior).

Sarah advised that she would like to see how the project could be supported by South Eastern.

9. **Highways**

9.1 **A225 Speed Reduction Project**

The project has now commenced.

9.2 **Parking Survey**

The Clerk advised that she spoken to Jonny Russell to set up a meeting with the company he suggests the Parish Council engage to carry out the survey.

9.3 **Highways Improvement Plan**

To discuss the request from the Shoreham Society

Members agreed that they would discuss this proposal with Highways when they meet with KCC Highways.

9.4 **Shoreham Highways Drain Inventory**

To note the inventory

The Clerk is still awaiting an updated inventory.

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

Members resolved to agree the minutes of the meeting held on 6 December 2023.

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

7.1 *Hedge cutting in the High Street*

This item was discussed under Agenda Item 3.0

7.2 *PC Ashleigh Wilson*

The Clerk advised that she has invited PC Ashleigh Wilson to attend a Full Council meeting and will advise residents when a date is confirmed.

11. **Correspondence**

11.1. *Music Festival – request to use recreation ground and grant*

Members resolved to agree that Shoreham Recreation Ground could be used and to award a grant of £1,000.

11.2 *Defibrillator – request for the Parish Council to take ownership of the defibrillator at Shoreham Village Hall*

Members resolved to agree to take over the ownership and maintenance of the defibrillator at Shoreham Village Hall.

11.3 *TFL Proposals for A21*

Noted.

11.4 *General correspondence*

Noted.

12. Finance

12.1 To agree the Budget 23-24 at 31 December 2023

Members unanimously agreed to set the budget for 2024/25 at £61,505.

12.2 To agree the Budget for 24-25

12.3 To agree the precept for 24-25

Members unanimously resolved that the precept should be set at £48,000 for 24/25.

24/25 Precept

Total Payments	£61,505
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Less Receipts	<u>£12,000</u>
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	£49,505
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Reserves	<u>£ 1,505</u>
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Precept	£48,000
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Precept: £48,000

Tax base: 726.81

£66.04

12.4 To agree items received, payable and paid

Members resolved to agree the items received, payable and paid as at Appendix C.

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

a. Planning (if required) Committee and Council Meeting – Wednesday 7 February 2024

b. Planning (if required) Committee– Wednesday 21 February 2024

Amanda Barlow, Clerk to Shoreham Parish Council

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

7.1 Hedge cutting in the High Street

From: "Joseph Muscat"
Sent: Monday, 5 February, 2024 8:52am
To: clerk@shorehamparishcouncil.gov.uk
Subject: Re: High Street Parking

Dear Amanda,

My apologies for the delay in replying to you. The previous emails must have ended up in my junk folder as I've only seen this latest one. I have passed your email onto my herdsman, Philip Martin, to organise the work. I will ask him to contact you once the work has been scheduled.

Kind regards,

Joseph

7.2 Darent Valley Community Rail Partnership

Outline presentation shared on Parish Council Facebook page and included in minutes of 24 January 2024.

8. Shoreham Cricket Club

8.1 Cricket Ground Banners











9. Highways and Footpaths

9.1 Parking Survey

To receive an update

Cllr Histed and Cllr Jeffery will be meeting (on line) with Jonny Russell (who did the previous survey and the representatives from ITS Global who the Parish Council is looking to appoint to carry out a new survey.

9.2 Station Road Footpaths

To discuss next actions with regard to the steps to join the footpaths

10. Annual Parish Meeting –

To discuss and agree arrangements for the Annual Parish meeting

11. Correspondence

11.1. Shoreham Village Fete

To discuss if the Parish Council will be involved in the Shoreham Fete

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

From: "louise norris"

Sent: Wednesday, 17 January, 2024 7:26am

To: "clerk@shorehamparishcouncil.gov.uk"

Subject: Potential Music Festival

Good Morning

Hope you all had a lovely Christmas.

I have been asked if we will do another music festival this year.

I am not sure yet but can it be added to the PC notes as permission to use The Rec on Sat 20th July in case I can make it work?

All the best

Lou Norris

11.2 Sevenoaks District Council – Boundary change

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

From: "Pav Ramewal" <Pav.Ramewal@sevenoaks.gov.uk>

Sent: Wednesday, 31 January, 2024 4:57pm

To: "Pav Ramewal" <Pav.Ramewal@sevenoaks.gov.uk>

Subject: Boundary Review

Dear Clerks,

For your information, the Local Government Boundary Commission for England (LGBCE) have informed us that they are required to undertake a review of the electoral arrangements for Sevenoaks District Council.

Whilst there is a fairly lengthy timetable to follow, which starts early this year and runs to final proposals in late 2025, I wanted to bring it to your attention before any work begins.

To reassure you, the LGBCE cannot create or abolish town or parish councils as part of their review, nor can they amend the external boundaries of any town or parish. However, parish wards could be created under certain circumstances.

Under the current timetable, there is likely to be a consultation on the District Council's warding patterns from October this year. In advance, the LGBCE will offer a briefing for Town & Parish Councils and will write to you at the start of each consultation stage.

If you would like any further information at this stage, a report has been prepared for the Council's Governance Committee and can be viewed at:

<https://cds.sevenoaks.gov.uk/documents/s56214/LGBCE%20Electoral%20Review.pdf?J=2>

In addition, the LGBCE publish guidance for Town & Parish Councils which can be viewed at:

<https://online.flippingbook.com/view/84750912/12/>

Kind regards

Pav

Dr Pav Ramewal

Chief Executive

Sevenoaks District Council | Argyle Road | Sevenoaks | Kent | TN13 1HG

T: 01732 227298

pav.ramewal@sevenoaks.gov.uk<mailto:pav.ramewal@sevenoaks.gov.uk>

www.sevenoaks.gov.uk<http://www.sevenoaks.gov.uk/>

11.3 Shoreham Hight Street closure – Thames Water

From: StreetworksWest@kent.gov.uk <StreetworksWest@kent.gov.uk>

Sent: 01 February 2024 15:30

Subject: Thames Water - Temporary Road Closure - High Street, Shoreham - 26th February 2024 for 10 days

Thames Water - Temporary Road Closure - High Street, Shoreham - 26th February 2024 for 10 days

The road will be closed at the junction with Mill Lane.

The alternative route is via High Street, Church Street, Station Road, A225 Shoreham Road, Castle Road, Redmans Lane, Castle Farm Road and vice versa.

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 Thames Water.

For the most up to date information on these works please visit: <https://one.network/?tm=136563921>

For information regarding this closure please contact Thames Water, who will be able to assist with the scope of these works.

For details of roadworks, please see [One.Network](#)

Regards,
Streetworks West Team

11.4 Kent Police

Community events attended and next month's events in surgery

Every second Thursday of the month Shoreham holds a community coffee morning at the Village Hall. This month I had the pleasure of attending to meet many residents and introduce myself within the heart of the community. I intend to attend as many events as possible to engage with the community at every opportunity I can. Unfortunately, I'm unable to attend February's coffee morning, however I hope to attend in March.

On 4th January 2024 the residents of Tudor Drive, Tudor Crescent and surrounding areas arranged a community crime prevention meeting of their own. I had the opportunity to attend to meet residents, discuss ongoing concerns as a result of an increase in crime and discuss prevention measures that could be used within residents' homes to deter criminal activity.

On 22nd January 2024 I attended Otford Primary School. Within the school I visited multiple different classes explaining the different job roles, discussing safety advice and I also brought in police equipment that the pupils were able to see and try out themselves.

On the last Thursday of the month Otford holds their Forget Me Not Café at Otford Village Memorial Hall. I had the opportunity to attend this event to meet various residents within the community. This is a charity led event which is free for residents to attend, this was a great morning to attend and get involved in. I will be attending next month's Café morning in February.

Upcoming Events

Shoreham and Otford Community Walk 05th February 2024. I intend to spend the morning in Shoreham and Otford actively meeting and greeting members of the community as well as taking any concerns/issues to raise.

Otford Parish Council 12th February 2024

Otford Forget Me Not Café 29th February 2024

Drop-in surgery

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Your local officer is Police
Community Support Officer
PC 15907 Ashleigh
Wilson

12. Finance**12.1 To agree items received, payable and paid**

Items received 25 January to 6 February 2024

5 February 2024 (2023-2024)

**Shoreham Parish Council
RECEIPTS LIST**

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
27	Allotment rent	26/01/2024	Allotments rents	Allotment Holders	X	20.00		20.00
28	Interest on Precept	31/01/2024	Bank interest	NatWest Bank	X	18.88		18.88
Total						38.88		38.88

Items paid 25 January 2024 to 6 February 2024

5 February 2024 (2023-2024)

**Shoreham Parish Council
PAYMENTS LIST**

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
193	Tree surgery	24/01/2024	Tree Surgery	Down to Earth Trees Ltd	S	6.67	1.33	8.00
194	Grant	24/01/2024	Donation to We are Beams	We are Beams	X	50.00		50.00
199	Street lighting	25/01/2024	Electricity	npower	X	88.22		88.22
204	Allotments	29/01/2024	Water charges	Castle Water	X	265.14		265.14
205	Computer/Printer Consumables	04/02/2024	Stationery	Amazon	S	21.66	4.33	25.99
198	Office Rent/Storage	05/02/2024	Office Allowance	Mrs A C Barlow	X	30.00		30.00
202	Office telephone	05/02/2024	Office telephone	O2	S	13.08	2.62	15.70
203	Hall/Emergency Room Hire	05/02/2024	Hall hire	Shoreham Village Hall	X	60.00		60.00
200	Toilets	05/02/2024	Electricity	EDF Energy	L	341.90	17.10	359.00
197	Broadband	05/02/2024	Broadband	Mrs A C Barlow	X	10.00		10.00

12.2 To discuss and agree, if appropriate, the grass cutting contract for 2024/25

G F GARDEN MAINTENANCE

48 Barton Road

Sutton At Hone

DA4 9EA

Gavinfree02@gmail.com

07771695171

Shoreham parish council

06/02/2024

Quotation for grounds maintenance contract

Grass cutting

Forge way	£25.00
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Village green	£30.00
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Recreation ground	£60.00
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Play areas	£30.00
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Paths around centenary wood	£30.00
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Village hall	£25.00
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Strimming

Bank between toilets & recreation grounds	£20.00
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Area at bottom of recreation ground	£35.00
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Area to rear of village hall	£35.00
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Bank around tennis shelter	£50.00
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Grass area in car park	£15.00
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Hedge cutting

Hedge between the footpath & centenary wood	£110.00
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Newly planted hedge centenary wood	£300.00
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Hedge around car park	£250.00
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All prices are per cut

If you would like to discuss any part of this quote, please do not hesitate to contact me.

Many thanks

Gavin Free

12.4 Bank Account update

The signatories on the Co-op Bank account have now been changed to Cllrs, Histed, Jeffery and Thorpe. The balance has been confirmed as £38,332.86.

- 13. Next meetings** (all starting at 7:30pm in Shoreham Village Hall unless otherwise stated)
- a. Planning (if required) Committee and Amenities Committee – Wednesday 21 February 2024**
 - b. Planning (if required) Committee and Council Meeting – Wednesday 6 March 2024**