

**SHOREHAM  
PARISH  
COUNCIL**

Parish Clerk: Amanda Barlow  
PO Box 618  
Sevenoaks  
TN13 9TW

[clerk@shorehamparishcouncil.gov.uk](mailto:clerk@shorehamparishcouncil.gov.uk)

**MINUTES of a MEETING of SHOREHAM PARISH COUNCIL**

Shoreham Village Hall 7 December 2022 at 7:30pm

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

Also Present: 12 members of the public (in part), Cllr R Gough (County) (in part), Cllr I Roy (District) (in part), Amanda Barlow (Clerk)

Apologies: Cllr R Waterton (District) and Cllr Austin, Cllr John Edwards-Winser (District)

Public Forum:

1. To receive any apologies for absence.

Apologies were received and accepted from Cllrs Austin, Cockburn and Hibbins

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

None.

4. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 2 November 2022

**Members resolved to agree the minutes of the meeting held on 2 November 2022.**

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

Public Forum – Recreation path and appearance of war memorial

Clerk has received a quote and instructed a contractor to carry out the work.

9. Defibrillators

The Parish Council have received all the defibrillators and is awaiting a quote to install them.

7c.ii. Shoreham Village Hall Accounts

The Clerk has appointed the Parish Council's auditor, Julia Chamberlain to audit the accounts and the Parish Council will pay for the audit. The audit will be done in March 2023.

10. Tennis Courts

Cllr Jeffery is meeting with the company who have been instructed to carry out the work on 15 December 2022.

11. Public Convenience

The Clerk is arranging to get the public convenience refreshed – new lights and painted and the ceiling cleaned and repaired.

16. Lengthsman for Well Hill

Dominic Holmes has been appointed as the Lengthsman for Well Hill.

7. **Cricket Club**

7.1 To discuss and agree, if appropriate, the plans by Shoreham & Otford Cricket Club to extend the pavilion at Shoreham Cricket Ground.

**Members unanimously resolved that there were in support of the Shoreham & Otford Cricket Club to extend the pavilion in line with the draft concept at the meeting however Members noted that as landlords the Parish Council would have to give approval to any final plans.**

7.2 To receive the tree survey and agree next actions based on its recommendations.

**Members unanimously resolved to have the trees felled 1, Apple, 8 Hawthorn and 9 Goat Willow.**

**Members unanimously resolved to remove the ivy as per the report from Alltree Consultancy.**

**Members resolved to ask Alltree Consultancy to give a quote for the work and ask for advice on replating some more trees to replace those that have been felled.**

3. **District/County Councillor Reports**

Apologies had been received from Cllr Gough (County) and Cllr Edwards-Winser (District).

Cllr I Roy (District)

- The Local Plan has been put out for consultation and the deadline for response is 11 January 2023. Cllr Roy advised that residents are having issues printing off the survey and so she has provided paper copies. There are a number of new policies going into the Plan which focus on health and wellbeing.
- A225 going to Joint Transport Board (JTB) on 13 December 2022. Members confirmed that they had sight of the papers and asked Cllr Roy that it is what the community want and it has been a community led initiative. Cllr Roy suggested that the Parish Council should have funding in place.
- Heat Network Committee has been disbanded and Cllr Roy advised about the issues regarding planning on historic and listed buildings to insulate their homes. SDC Planning do try and help and it is very rare not to get consent to insulate homes. SDC have created a page on useful information and general advice. It should be available by the end of the year.

8. Darent Valley Landscape Partnership Scheme – Shoreham Path

Sarah Moon (Kent Downs) gave the background information to the Shoreham Path and advised that they are currently carrying out a tender process. Most of the funding comes from the National Lottery but there is some European funding which has to be spent by the end of March. The agreements are in place from the land owners as well as the funding is in place. However, the Scheme need agreement that the path will need to be maintained to secure the funding. The landowner is not willing to sign anything as he has given up land with no profit. There is expected to be minimal maintenance of the path. The hedge next to the Station Road path also needs to be cut annually.

Cllr Jeffery advised that he has got a quote of £300 to cut the hedges once a year.

**Members unanimously resolved to agree to sign the licence agreement to maintain the Shoreham Path.**

**Members resolved to get the hedge cut at a cost of up to £500 at the correct time of the year. Members asked Sarah Moon to advise when the contractors are going on site so that the hedge can be cut.**

9. **Highways Working Party**

9.1 Speed Reduction on A225 Shoreham Road

This was dealt with under Agenda item 3.0.

9.2 Highways Improvement Plan

The HIP was put on the website.

9.3 Road from Hewitts to Well Hill

**It was agreed to defer this item as it was raised by Cllr Austin.**

10. **Well Hill Mission Church**

To discuss the status of Well Hill Mission Church as a Community Asset.

Members agreed that the Clerk should await advice from KALC and then proceed with the application for Well Hill Mission Church as a Community Asset.

11. **Shoreham Village Hall**

To discuss and agree, if appropriate, putting a new noticeboard with glass doors outside the village hall.

**Members resolved to get a new notice board to use by village outside the Shoreham Village Hall.**

12. **Shoreham Cross**

To agree, if appropriate, a plan to repair the Cross.

Members discussed the issues getting the Cross repaired. **It was agreed that the Clerk would ask SDC if they would repair the Cross as they did in 1989 and 1997. The Clerk also agreed to get a quote from Landscape Services.**

13. **Correspondence**

13.1 Environment Agency

**Members agreed that the Clerk should contact the Environment Agency and invite the Agency to a Parish meeting and asked the to produce a report prior to the meeting of the proposals.**

13.2 Sevenoaks District Local Plan

**Members agreed that they would discuss the Local Plan on Wednesday 4 January 2023.**

13.3 Police

The November newsletter has not been received

13.4 General Correspondence

Noted at Appendix A.

14. **Finance**

To agree items payable and paid

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

15. **Next meetings** (all starting at 7:30pm in Shoreham Village Hall)

15.1 To agree the meeting dates for 2023

15.2 Planning (if required) Meeting – 21 December 2022

15.3 Planning (if required) Meeting – 4 January 2023

15.4 Parish Council Meeting – Wednesday 18 January 2023

Amanda Barlow, Clerk to Shoreham Parish Council

## Appendix A

### General Correspondence

1. Sevenoaks District Council: Residents urged to comment on revised Spitals Cross community improvements
2. SDC - Campaign to help residents save money on their energy bills
3. Sevenoaks District Council pledge to help Small Businesses
4. SDC - Making it Happen Community & Voluntary Awards
5. Sevenoaks District Council: Bradbourne Lakes funding update
6. Sevenoaks District Council: FREE Christmas parking
7. CC Public Health media release: Severe cold weather warning for Kent residents
8. Sevenoaks District Council: Recognise local superheroes!
9. SDC - Saturday freighter schedule for 2023
10. SDC - Severe Weather Emergency Protocol - street homeless

## Appendix B

### Items paid 1 November to 6 December 2022

#### Shoreham Parish Council PAYMENTS LIST

Voucher	Code	Description	Supplier	VAT Type	Net	VAT	Total
113	Broadband	Broadband	Mrs A C Barlow	X	10.00		10.00
114	Office Rent/Storage	Office Allowance	Mrs A C Barlow	X	30.00		30.00
143	Car Park	Business Rates	Sevenoaks District Council	X	84.00		84.00
133	Recreation Ground	Tree Surgery	SL Tree Care	S	130.00	26.00	156.00
131	Hall/Emergency Room Hire	Hall hire	Shoreham Village Hall	X	54.00		54.00
138	Clerk's mileage	Mileage	Mrs A C Barlow	X	30.11		30.11
128	Computer/Printer Consumables	Website	Hugo Fox	S	29.99	6.00	35.99
137	Scribe licence	Scribe licence	Scribe 2000 Ltd	S	468.00	93.60	561.60
130	Hall/Emergency Room Hire	Hall hire	Shoreham Village Hall	X	60.00		60.00
132	First Aid Training	Hall hire	Shoreham Village Hall	X	33.00		33.00
129	Printing Gazette/Shoreham Post	Printing Shoreham Post	Silver Pines Services	X	60.45		60.45
144	Toilets	Electricity	EDF Energy	X	145.00		145.00
112	Office telephone	Office telephone	O2	S	11.55	2.31	13.86
139	Toilets	Toilet Supplies	N&C Building Products	S	94.43	18.89	113.32
140	Defibrillators	Defibrillators	Defib Warehous	S	6,700.00	1,340.00	8,040.00
141	Toilets	Toilet Supplies	Goldservice Contract Clea	S	120.00	24.00	144.00
142	Car Park	Business Rates	Sevenoaks District Council	X	84.00		84.00
145	Toilets	Electricity	EDF Energy	X	145.00		145.00
146	Office telephone	Office telephone	O2	S	11.55	2.31	13.86

### Items to be paid @ 8 December 2022

7 December 2022 (2022-2023)

#### Shoreham Parish Council PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
151	Tree Inspection	08/12/2022	Tree Inspection	SL Tree Care	S	200.00	40.00	240.00
152	Computer/Printer Consumables	08/12/2022	Website	Hugo Fox	S	29.99	6.00	35.99
150	Subscriptions - KALC/SLCC/Other	08/12/2022	SLCC Subscription (50%)	SLCC Enterprises Ltd	X	139.50		139.50
155	Street lighting	08/12/2022	Street lighting repairs	PSR Lighting and Signs L	S	349.00	69.80	418.80
154	Hall/Emergency Room Hire	08/12/2022	Hall hire	Shoreham Village Hall	X	60.00		60.00
153	Printing Gazette/Shoreham Post	08/12/2022	Printing Shoreham Post	Silver Pines Services	X	60.45		60.45

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