

**SHOREHAM**

Parish Clerk:

Amanda Barlow

PO Box 618

Sevenoaks

TN13 9TW

**PARISH**

07912 611048

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

**COUNCIL**

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

Shoreham Village Hall 1 February 2023 at 7:30pm

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

Also Present: 7 members of the public (in part), Cllrs Edwards-Winser (District) (in part), Amanda Barlow (Clerk)

Apologies: Cllr Austin, Cllr R Waterton (District) and Cllr I Roy (District)

Public Forum:

Cllr Jeffery made the following comments:

- He advised that St Andrew's Wood have asked for a defibrillator and it was agreed that the Clerk would investigate as to who would be responsible.
- The Filston Road Car Park needs a good clean. It was agreed to ask the Lengthsman if she could carry out the clean.
- The salt bins need refilling and it was agreed that Cllrs Blamey and Jeffery should do this.

1. To receive any apologies for absence.

Apologies were received and accepted from Cllrs Austin and Hibbins.

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

Cllr Histed advised that he is a Trustee of the Walnut Trust.

3. District/County Councillor Reports

Cllr Edwards-Winser (District) gave a report and a copy is attached at Appendix A.

4. 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.

Cllr Edwards-Winser left the meeting.

Members agreed to take the items in the following order:

## Urgent Item - Walnut Tree Trust

Jill Aisher made the following comments:

Ms Aisher gave a background to the Trust and advised that they have spent some time explaining to tenants the future plans. She commented on the interest in the village about the buildings of the Trust.

The Charitable Trust of the Walnut Trust states that the Charity should be to the benefit of all residents not just those in the cottages. For new tenants the rent will be market rate and then the buildings will be repaired to an acceptable standard. The trustees are very keen to communicate with the residents and welcome comments and questions. The simpler and quicker way to do that is via email or on the Facebook page.

The Trust needs to maintain the buildings with the Charitable Trust funds and if there are any surplus funds then they should be used to the benefit of all Shoreham residents. However there have never been any surplus funds and it will take a least a year to fund bills etc.

The remaining wall of the abattoir is level with the recreation ground and the ground is potentially being held up by the old abattoir wall. Members reviewed photos of the wall and copies are included in the meeting papers.

Ms Aisher advised that the wall needs to be inspected by the Parish Council.

**Members agreed that the Clerk should instruct the building surveyor currently working for the Walnut Tree Trust, Daniel Cooper, to inspect the wall/recreation ground. Members agreed to spend up to £500 and agree any further spend via email. Once the report is received the Council will take necessary actions as required. Members agreed that in the interim the contractors should be requested to put a barrier restricting access to the land by the wall.**

## 7. Shoreham Path

### 7.1 Update on construction of path

Cllr Jeffery advised that the path will not be multi use path but it is still wide. It is not a cycle path but users can wheel bicycles up the path.

### 7.2 Construction of steps to link footpath SR32 to new Station Road path.

This was discussed when the path was first suggested. **Members agreed to that the Clerk should get a quote for steps to be built to link the footpath to the new Station Road.**

### 7.3 Discuss restricting parking on Station Road from Station steps to new path entrance

**Members agreed that this should be included in the Highways Improvement Plan.**

### 7.4 Sign posting of path adjacent to A225 from Fackenden Lane to Shoreham Station

**Members agreed that two signs should be purchased and positioned accordingly of a cost of up to £700.**

## 8. Highways Working Party

### 8.1 A225 Speed reduction

**Members asked the Clerk to send a firm email requesting the information as soon as possible. It was agreed that the Clerk would be firm.**

### 8.2 Highways Improvement Plan

The Clerk informed Members that Kent Highways have a new format Plan and had offered a virtual meeting. They also advised that Shoreham PC did not have a current plan which was not correct. **It was agreed that the Clerk would arrange for Cllrs Power and Jeffery to meet (virtually) with Kent Highways.**

5. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 18 January 2023

**Members resolved to agree the minutes of the meeting held on 18 January 2023.**

6. Matters arising from the minutes not covered by Agenda items
  - 6.1 Re-surfacing of Tennis Courts  
Cllr Jeffery advised that he has requested information on how the grass will be protected.
  - 6.2 Refurbishment of Public Convenience  
An electrician will mend light and Cllr Jeffery kindly offered to paint the ceiling. The arm for the disabled toilet will also be fixed. Arrangements to be confirmed at Amenities Committee Meeting
  - 6.3 Shoreham Cross  
The Cross was repaired by SDC in 1989 at a cost of £1,300. 20 cubic metres of chalk was used in the past repair. The advice given was to scrape away a small amount, remove the roots of deep weeds fill those holes in then fill it with chalk . It is 1600 square feet in area.  
  
Clerk has contacted SDC for some further information.
  - 6.4 Notice Boards  
The Council is awaiting delivery of notice board for village hall for Shoreham Community notices.

## 9. Village Green

To agree the siting of 3 steel posts (removable) to prevent cars driving down the path

**Members resolved to appoint Flash Mobile Welding Services Ltd to put in 3 posts at a cost of £750 plus VAT.**

## 10. Electrical Charging Points

The Clerk advised that she will update Members at the Amenities Committee.

## 11. Picnic Benches

To agree the siting of 3 picnic benches in storage

**Members resolved to site the 3 picnic benches in the recreation ground.**

## 12. Well Hill Mission Church

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

The Clerk advised that she has received further information today from Rural Kent and agreed that she would update Members at the next meeting.

## 13. Shoreham & Otford Cricket Club – Trees

13.1 To agree quote to remove trees

**Members resolved to agree the quote to remove the trees at a cost of £1,445.00 plus VAT.**

13.2 To agree quote to replant 3 trees

**Members resolved to agree the quote to remove the trees at a cost of £1,190.00 plus VAT.**

## 14. Finance

14.1 To agree items paid, payable and received

**Members resolved to agree items paid, payable and received as at Appendix A.**

15. **Correspondence**

15.1 KALC Community Awards Scheme

**Members agreed to nominate Lesley Spence for the KALC Community Awards Scheme.**

15.2 The King's Coronation

**Members agreed that the Shoreham Society should be asked if they would do an event to celebrate the Coronation of HM The King. Members agreed that they would give a grant to the Society for the event.**

15.3 General Correspondence

Noted at Appendix C.

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

16.1 Amenities and Planning (if required) Committee – Wednesday 15 February 2023

16.2 Parish Council Meeting – Wednesday 1 March 2023

There being no further business the meeting closed at 21.40.

Amanda Barlow, Clerk to Shoreham Parish Council

## Appendix A

### Report Feb 23

#### Waste & Recycling

1. As a council we have focused on reducing the amount of waste going to landfill, since 2005 we have gone from over half of the districts waste going to landfill to less than 0.5% in 2022
2. 99.5% of Sevenoaks districts waste is recycled or turned to energy. The majority of our waste is processed in Kent
3. We recycle more glass through our 'bring' sites than our neighbours do with doorstep collection. People using 'bring' sites are likely to already be making a journey, this is preferable to a fleet of large diesel freighters collecting from across the district. Our recycling figures do not include glass brought to privately operated 'bring' sites such as Sainsburys or Tesco.
4. We have a similar amount of food waste in our black sacks as our neighbours have in their general waste, even though they also have a separate food waste collection. Sevenoaks residents are either, producing less food waste or dealing with it at home through composting and food waste digestion (side note many food waste collection schemes send food for incineration). Neighbouring residents had weeks/months of non-collection and resorted variously to trips to the tip or in some cases private contractors - none of this waste is recorded
5. The last two years figures cannot be used as a comparison, Sevenoaks District Council almost uniquely continued to collect during the pandemic. Whereas neighbouring residents had weeks/months of non-collection and resorted variously to trips to the tip or in some cases private contractors none of this waste is recorded

#### The future

1. A commitment to weekly waste and recycling collection
2. We are going to focus on Reduction then Reuse over Recycling and Recovery, getting as close as possible to zero disposal through landfill
3. Working with the disposal authority (KCC) to make sure waste and recycling is processed as close to source as possible- at the moment we use Allington
4. We will be expanding the take up of home composting and food waste digestion for those residents able to take part
5. Use the Environment Act 2021 to help us meet our commitments and ambitions on waste and Net Zero

### **DCC Thursday 26 Jan**

As the development will take 10yrs or more – will CIL be payable from the outset for all 635 dwellings, or will it be payable in stages as each phase is granted permission? If this is the case how will it gel with the 106 v CIL debate? - And any viability studies

Will PD rights be removed for the 635 dwellings, therefore requiring them to apply for planning permission to erect a garden shed for mowers, bikes, etc.

Ref the Otford surgery satellite – p52 para 131 and p64 para 204 bullet 3 – an on-site surgery is essential as would it make sense for 2-4 staff to travel to FH from Otford, rather than 50 to 100 patients traveling from FH to Otford. I appreciate that funds could be made available for the Otford surgery to expand at its current location – but where could it expand and what about the extra parking spaces required, let alone the lack of accessibility with Leonard Avenue. Expansion isn't really a viable option is it.

Condition 27 p 14 – I note that a site-wide foul-water plan is required, but will this include looking at the capability of the associated off-site infrastructure to guarantee that is compatible with the extra flow requirements.

Conditions 40 &41 – according to para 29 on p31 and also para 37 on p34, the current water supply will only cater for a max of 175 extra dwellings, ie 25% of the development – I note that Thames Water require a prudently worded condition to ensure that housing delivery doesn't outpace infrastructure delivery. Is that what conditions 40/41 are aimed at, if so why doesn't it say that in simple terms?

Also what I would like to know is, exactly where is the extra water (aprox 20ML/yr) to be sourced. I would appreciate a **guarantee** that it will not come from the Darent Valley. We all know that the river Darent is an ancient chalk stream running South to North through most of the district - and both myself and my residents would hate to see it run dry again as it did a few years ago

I note that there are no conditions requiring Solar panels, Rainwater harvesting, Grey water recycling, or either ground or air source heat pumps – why not – SDC is supposed to be carbon neutral by 2030, therefore to achieve this aim we should insist on the installation of these systems which would be relatively cheap to install during development, rather than expecting them to be retro-fitted.

## Appendix B

## Items Paid 18 January to 1 February 2023

1 February 2023 (2022-2023)

**Shoreham Parish Council  
PAYMENTS LIST**

| Voucher | Code                   | Date       | Bank                    | Cheque No | Description          | Supplier                   | VAT Type | Net      | VAT      | Total     |
|---------|------------------------|------------|-------------------------|-----------|----------------------|----------------------------|----------|----------|----------|-----------|
| 164     | Office telephone       | 19/01/2023 | NatWest current account |           | Office telephone     | O2                         | S        | 11.55    | 2.31     | 13.86     |
| 170     | Refuse freighter       | 19/01/2023 | NatWest current account |           | Refuse freighter     | Sevenoaks District Council | S        | 285.04   | 57.01    | 342.05    |
| 172     | Dog waste bins         | 19/01/2023 | NatWest current account |           | Empty dog waste bins | Sevenoaks District Council | S        | 354.90   | 70.98    | 425.88    |
| 173     | Emptying litter bins   | 19/01/2023 | NatWest current account |           | Emptying Litter Bins | Sevenoaks District Council | S        | 104.00   | 20.80    | 124.80    |
| 165     | Broadband              | 19/01/2023 | NatWest current account |           | Broadband            | Mrs A C Barlow             | X        | 10.00    |          | 10.00     |
| 175     | Heat Energy Project    | 19/01/2023 | NatWest current account |           | Heat Project         | BHESCo                     | S        | 8,610.00 | 1,722.00 | 10,332.00 |
| 167     | Hall/Emergency Room Hi | 19/01/2023 | NatWest current account |           | Hall hire            | Shoreham Village Hall      | X        | 60.00    |          | 60.00     |
| 174     | Tax and NI             | 19/01/2023 | NatWest current account |           | HMRC Nov to Jan      | HM Revenue & Customs       | X        | 1,084.79 |          | 1,084.79  |
| 176     | Clerk's mileage        | 19/01/2023 | NatWest current account |           | Mileage              | Mrs A C Barlow             | X        | 55.08    |          | 55.08     |
| 166     | Office Rent/Storage    | 19/01/2023 | NatWest current account |           | Office Allowance     | Mrs A C Barlow             | X        | 30.00    |          | 30.00     |
| 171     | Payroll                | 19/01/2023 | NatWest current account |           | Payroll              | DM Payroll Services Ltd    | X        | 60.00    |          | 60.00     |
| 177     | Toilets                | 30/01/2023 | NatWest current account |           | Water charges        | Castle Water               | X        | 31.66    |          | 31.66     |
| 178     | Allotments             | 30/01/2023 | NatWest current account |           | Water charges        | Castle Water               | X        | 53.08    |          | 53.08     |
| 180     | Office Rent/Storage    | 01/02/2023 | NatWest current account |           | Office Allowance     | Mrs A C Barlow             | X        | 30.00    |          | 30.00     |
| 179     | Broadband              | 01/02/2023 | NatWest current account |           | Broadband            | Mrs A C Barlow             | X        | 10.00    |          | 10.00     |

## Items Received 18 January to 1 February 2023

1 February 2023 (2022-2023)

**Shoreham Parish Council  
RECEIPTS LIST**

| Voucher      | Code                | Date       | Bank                    | Receipt No | Description  | Supplier               | VAT Type | Net             | VAT | Total           |
|--------------|---------------------|------------|-------------------------|------------|--------------|------------------------|----------|-----------------|-----|-----------------|
| 15           | Heat Energy Project | 23/01/2023 | NatWest current account |            | Heat Project | Cambridge & Peterborou | X        | 5,000.00        |     | 5,000.00        |
| <b>Total</b> |                     |            |                         |            |              |                        |          | <b>5,000.00</b> |     | <b>5,000.00</b> |

## Items to be Paid @ 2 February 2023

1 February 2023 (2022-2023)

**Shoreham Parish Council  
PAYMENTS LIST**

| Voucher      | Code                   | Date       | Bank                    | Cheque No | Description           | Supplier                   | VAT Type | Net             | VAT          | Total           |
|--------------|------------------------|------------|-------------------------|-----------|-----------------------|----------------------------|----------|-----------------|--------------|-----------------|
| 184          | Refuse freighter       | 02/02/2023 | NatWest current account |           | Refuse freighter      | Sevenoaks District Council | S        | 165.46          | 33.09        | 198.55          |
| 185          | Defibrillators         | 02/02/2023 | NatWest current account |           | Defibrillator - signs | Brian Jeffery              | S        | 94.25           | 18.85        | 113.10          |
| 181          | Hall/Emergency Room Hi | 02/02/2023 | NatWest current account |           | Hall hire             | Shoreham Village Hall      | X        | 60.00           |              | 60.00           |
| 182          | Grasscutting Shoreham  | 02/02/2023 | NatWest current account |           | Grass cutting         | GF Garden Maintenance      | X        | 270.00          |              | 270.00          |
| 183          | Centenary Wood         | 02/02/2023 | NatWest current account |           | Hedge Cutting         | GF Garden Maintenance      | X        | 490.00          |              | 490.00          |
| <b>Total</b> |                        |            |                         |           |                       |                            |          | <b>1,079.71</b> | <b>51.94</b> | <b>1,131.65</b> |

## Appendix C

## General Correspondence 18 January to 1 February 2023

1. SDC - Proposed conservation area appraisals for Eynsford, Farningham and Kemsing
2. SDC - Easter & Summer Family Fun Days 2023
3. SDC - UKSPF Presentation
4. SDC - Kent Communities Programme Consultation
5. KALC - How Councils can more Effectively Engage with Young People
6. KALC - How to Recruit and Retain a Diverse Pool of Councillors
7. KALC – Chief Executive's Bulletin
8. SDC – Election Information