

**SHOREHAM
PARISH
COUNCIL**

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MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Well Hill Mission Chapel 20 July at 7:30pm

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

Also Present: 9 members of the public (in part)
Cllr R Gough (County) (in part), Cllr John Edwards-Winser (District) (in part), Amanda Barlow (Clerk)

Apologies: Cllrs M Sheward and M Cockburn, Cllr I Roy (District), Cllr R Waterton (District)

Public Forum: River levels are very low – water needs to be let through.

Residents from Well Hill asked Members to look at the temporary planning permission at Little Trees and Drummers Field.

1. To receive any apologies for absence.

Apologies were received and accepted from Cllr Sheward and M Cockburn.

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

None.

3. **Members resolved to agree the minutes of the meeting held on Wednesday 22 June 2022.**

4 District Councillor Reports

Cllr Edwards-Winser – gave an update at the meeting about the housing and health figures regarding housing. A copy of his report is attached at Appendix A.

Cllr Edwards-Winser left the meeting

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

5. To co-opt a Member following the resignation of Suzanne Hubble.

Cllr Histed thanked for Suzanne Hubble for excellent work and contribution to the Council particularly in connection to the work with the broadband.

Members unanimously resolved to co-opt Jane Austin to the Parish Council of Shoreham to represent the Well Hill ward.

6. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960

Members resolved to take Agenda Item 14 in confidence.

4 County Councillor Report

- Highways Team have been restructured.
- The Council's Highways Steward, Whitney Gwillim is in the middle section.
- A224 – bringing the speed limit down to 40 as you travel past Shoreham. Members asked Cllr Gough to ask Whitney to give the Council exact costings.
- Buses – i) Wave of cancellation of routes by commercial operators (which is happening many places), the Bus industry is in crisis due to higher costs and revenue has fallen and not recovered from Covid. The Government had put a lot of money into the bus service during pandemic. ii) Local transport funds end at the end of September. The non viable routes are being cancelled. KCC also took a decision to reduce its bus subsidies. KCC is working with the operators to find alternative routes. There is a government fund, Bus Service Improvement Fund and KCC have secured £35 million for the next 3 years. There is page on the KCC website which has updated information on routes. The only impact on Shoreham is a bus route that has been replaced.
- “High Street Chaos” – Members noted that a resident had emailed Cllr Gough however they were keen for the highway to be repaired. Members thanked Cllr Gough and the Highways team for handling the issue.

Cllr Gough left the meeting.

7. Chairman's Report

Cllr Histed update was included under Agenda Item 5.

8. Clerk's Report

8.1 Trees

The Amenities Committee agreed to appoint All Trees Consultancy to carry out a tree survey at the allotments and the recreation ground at a cost of £280 + VAT.

The Clerk will arrange for a member of the cricket club to meet with All Trees Consultancy to determine what trees are part of the cricket club and give a quote for the tree survey at the cricket club.

8.2 Tennis Courts

A quote was received from First Surface for resurfacing the tennis courts and also cleaning up the other area. The quote was complicated and it was agreed that the Clerk should arrange for Frist Surface to meet with a Member/Clerk to discuss the quote further. The Clerk will then get 2 further like for like quotes. **(Action: Clerk)**

8.3 Green

There is some concern about cars driving down to the green and getting “stuck”. It was agreed the Clerk would ask a welder to attend the site to look at options to prevent cars driving there. **(Action: Clerk)**

8.4 Recreation Ground

It was agreed that the Clerk would get a new sign for the playground area.

8.5 Notice Boards

- i. Parish Council Notice Board
Situated outside the village hall – to be refurbished and locked.
- ii. Well Hill and East Hill
These notice boards are in good repair.
- iii. Board on the wall by the Samuel Palmer
To be removed.
- iv. Boards on wall of village hall
To be available for residents to use to post notices.

9. Shoreham Village Hall - Resilience Plan

Members noted the comments made and agreed that the key to the generator should be kept in the key safe at the Village Hall.

10, Operation London Bridge Policy

Members resolved to agree the Operation London Bridge Policy and purchase a condolence book.

11. Correspondence and Information

- a) Correspondence from residents:
 - i. Commercial Waste
Noted.
 - ii. High Street Repairs
This item was discussed under Agenda Item 4.
 - iii. Litter bin

Members resolved to purchase a heritage bin from Broxap at a cost of £750.

- b) Correspondence from other parties
 - i. Environment Agency
Noted
 - ii. PCSO
Noted.
- c) General correspondence
Noted at Appendix B.

Members agreed that the Jubilee Committee should keep the funds remaining from the Parish Council grant.

12. **Working Party Updates**

- a) To receive an update from the Heat Network Working Party (if available)

The Heat Network Working Party is awaiting further results from their consultants BHESCo.

- b) To receive an update from the Highways Working Party (if available)

- a. Resurfacing of the road outside the Samuel Palmer.
- b. Move back the allotment fencing.
- c. Vegetation on the road
- d. 20mph village zone
- e. Details plans from Highways
- f. Centre of the village – Shoreham Parish Council – get the ford open again as a feature of the village. War Memorial – don't need car parking there.
- g. George Bend – yellow lines – Members agreed that this is not an issue and the subject should be closed. Members will look at a change of surface.

13. **Finance**

- a) To agree items payable and paid

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

14. **Staffing (Confidential item)**

Members resolved to agree the proposals as presented.

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

- a) Planning (if required) Meeting – Wednesday 3 August 2022
- b) Planning (if required) Meeting – Wednesday 17 August 2022
- c) Planning (if required) Meeting – Wednesday 7 September 2022
- d) Parish Council Meeting – Wednesday September 21 2022

Amanda Barlow, Clerk to Shoreham Parish Council

Appendix A

To follow

Appendix B

General Correspondence List

1. NALC CHIEF EXECUTIVE'S BULLETIN
2. SDC - Free Family Cycle Rides
3. SDC - Family Fun Day Leaflet
4. SDC - Sevenoaks launches new 'So Much More' place brand FINAL.docx
5. Sevenoaks District Council: Free fun for the family!
6. M20 Moveable Barrier: project update
7. SDC - Get out into nature this summer
8. KALC - Transport for the South East – TfSE
9. KALC - OPERATION BROCK
10. Sevenoaks District Council: FREE family nature trails
11. Sevenoaks District Council: The explosive problem of discarded aerosol cans
12. Gatwick Airport Consultation
13. Climate friendly gardening event at Lullingstone Castle

Appendix C

Items Paid 1 June to 30 June 2022

Shoreham Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
48	Car Park	01/06/2022		NatWest current account		Business Rates	Sevenoaks District Council	X	84.00		84.00
49	Toilets	06/06/2022		NatWest current account		Electricity	EDF Energy	X	191.00		191.00
4	Office Rent/Storage	06/06/2022		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
29	Broadband	06/06/2022		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
41	Toilets	06/06/2022		NatWest current account		Toilet cleaning	Mrs L Spence	X	51.00		51.00
50	Office telephone	08/06/2022		NatWest current account		Office telephone	O2	S	11.55	2.31	13.86
51	Clerk's mileage	09/06/2022		NatWest current account		Mileage	Mrs A C Barlow	X	73.44		73.44
39	Photocopier Rental and	22/06/2022		NatWest current account		Photocopier Rental and C	Sundridge with Ide Hill P	X	196.20		196.20
42	Insurance	22/06/2022		NatWest current account		Insurance	Arthur J Gallagher Insura	X	1,522.08		1,522.08
43	Toilets	28/06/2022		NatWest current account		Water charges	Castle Water	X	6.63		6.63
44	Allotments	28/06/2022		NatWest current account		Water charges	Castle Water	X	31.66		31.66
33	Printing Gazette/Shoreh	28/06/2022		NatWest current account		Printing Shoreham Post	Silver Pines Services	X	60.45		60.45
34	Hall/Emergency Room Hi	28/06/2022		NatWest current account		Hall hire	Shoreham Village Hall	X	54.00		54.00
35	Grasscutting Shoreham	28/06/2022		NatWest current account		Grass cutting	GF Garden Maintenance	X	190.00		190.00
36	Toilets	28/06/2022		NatWest current account		Asbestos Survey	RBM Services	X	220.00		220.00
32	Computer/Printer Consu	28/06/2022		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99
37	Toilets	28/06/2022		NatWest current account		Toilet Supplies	Goldservice Contract Cle	S	78.78	15.76	94.54
38	Website hosting charge	28/06/2022		NatWest current account		website hosting	HCI Data Ltd	S	85.00	17.00	102.00
40	Heat Energy Project	28/06/2022		NatWest current account		Heat Project	BHESCo	S	2,765.00	553.00	3,318.00

Items to be paid

Shoreham Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
54	Car Park	01/07/2022		NatWest current account		Business Rates	Sevenoaks District Council	X	84.00		84.00
55	Street lighting	06/07/2022		NatWest current account		Electricity	E-on	X	191.00		191.00
56	Office telephone	06/07/2022		NatWest current account		Office telephone	O2	S	11.55	2.31	13.86
52	Broadband	06/07/2022		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
53	Office Rent/Storage	06/07/2022		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
57	Subscriptions - KALC/SLI	08/07/2022		NatWest current account		KALC Subscription	KALC	S	550.76	110.15	660.91
58	Subscriptions - KALC/SLI	21/07/2022		NatWest current account		National Allotment Assc S	NSALG	S	55.00	11.00	66.00
59	Dog waste bins	21/07/2022		NatWest current account		Dog waste bin	Sevenoaks District Council	S	341.90	68.38	410.28
62	Computer/Printer Consu	21/07/2022		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99
60	Heat Energy Project	21/07/2022		NatWest current account		Heat Project	Heather Sillitoe	X	342.49		342.49
61	General repairs	21/07/2022		NatWest current account		Cross Cleaning	Jeremy Tooley	X	45.00		45.00
63	Printing Gazette/Shoreh	21/07/2022		NatWest current account		Printing Shoreham Post	Silver Pines Services	X	60.45		60.45
64	Hall/Emergency Room Hi	21/07/2022		NatWest current account		Hall hire	Shoreham Village Hall	X	54.00		54.00
65	Clerk's mileage	21/07/2022		NatWest current account		Mileage	Mrs A C Barlow	X	55.08		55.08
66	Stationery/Sundries	21/07/2022		NatWest current account		Stationery	Mrs A C Barlow	X	7.99		7.99