SHOREHAM PARISH Parish Clerk: Amanda Barlow

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# COUNCIL

# MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall, Shoreham on 16 July 2025 at 7:30pm

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

Also Present: 22 members of the public, Cllr Marc Logen (County) (in part), Cllr John Edwards-Winser

(District) (in part) and Cllr Irene Roy (District) (in part), Amanda Barlow (Clerk)

Apologies: Cllr Thorpe

It was agreed that CIIr Jeffery would continue to chair meetings during CIIr Histed's period of convalescence.

1. To receive any apologies for absence.

Apologies were received and accepted from Cllr Thorpe.

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

Cllr Powell asked about the defibrillator map and it was confirmed they were on the notice boards.

4. County/District Councillor Reports

#### County

Cllr Marc Logen

- Cllr Logen advised that he had recently attended the Council meeting in Maidstone.
- There is a lot of work around saving costs.
- Lots of discussion around blue badges as the average wait time for a badge is currently 4 to 6 weeks. It is been looked at a reduced time for application.
- No further update on the reorganisation but there is a meeting at the end of July and a special committee has been set up to look at the reorganisation.
- Initial communications regarding Otford closure were not good but have now been improved.

It was agreed to take the following item whilst Cllr Logen was at the meeting.

#### 8. Highways and Footpaths

- 8.2 5 week closure of A225 at Otford
  - Cllrs commented that they were concerned about the additional amount of traffic due to the closure and asked if there could be traffic cones placed on the George Bend to prevent a pinch point there. Cllr Logen agreed to ask KCC Highways for some cones.

Cllr Sheward arrived at the meeting

#### District

Cllr Irene Roy

Otford to Sevenoaks Cycle route – the consultation is open till Friday. This is part of a wider cycle network in Sevenoaks.

With regard to the fly over the plan is keep both northbound lanes open and close one of the southbound lanes.

Members discussed the reduction of speed on A225.

SDC's Family Fun Days = Tuesday 29<sup>th</sup> July 2025.

Recycling Plans – Decision on Tuesday evening regarding the recycling bins. There is an article in the SDC magazine being delivered with further information.

#### District

Cllr John Edwards-Winser - a copy of his report is attached at Appendix A.

 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 discuss part of Agenda Item 13.5 in confidence.

6. To receive and authorise for signature by the Chairman, the Minutes of the meeting held on Wednesday 4 June 2025

Members resolved to agree the minutes of 4 June 2025.

- 7. Matters arising from the minutes not covered by Agenda items
  - 7.1 First Aid Training this is not until October so it was agreed to discuss it at a later date.

#### 8. **Highways and Footpaths**

8.1 Parking and Traffic Survey

Cllr Jeffery advised that this is summary of all the emails and responses at the meeting and there were 425 responses and a copy is attached at Appendix B.

Members of the public asked how the Parish Council will prioritise the actions. Cllr Jeffery advised that it will come down to what KCC advise and the costs.

A resident commented on the Mill Lane proposals as he did not feel that the timings are not going to work. Cllr Jeffery advised that the main issue was that residents commented about access to the properties for deliveries. Cllr Jeffery commented that when the proposal is discussed at KCC the timings will be finalised.

Residents voiced their concerns about the A225 and the speed of the cars especially with children crossing the road. Cllr Jeffery advised that a traffic island was planned to help people cross the road.

Members agreed that it was the Parish Council's view that there were too many yellow lines.

Members resolved to meet with KCC and get the new updated Highways Improvement Plan put in place with all the proposals with a majority.

- 5 week closure of A225 at OtfordThis item was discussed under the County Councillor's report.
- 8.3 Urgent Safety Concerns at Station Road and Station Entrance This was discussed under Agenda Item 8.1

#### 9. Shoreham Cricket Club

9.1. Advertising banners

Shoreham Cricket Club advised that the planning permission should be finalised next week. Members confirmed that they had agreed to the planning permission and there would be restrictions on the period of advertising.

9.2 Storage Container

The cricket club asked if they could replace the metal shed with a container. **Members** resolved that they had no objection to placing a container on the behind the pavilion providing they had check with SDC's Planning Office.

#### 10. Shoreham Recreation Ground

10.1 Inspection Report

The Clerk confirmed that all items marked as high and medium risk had now been dealt with by Creative Play who installed the playground

10.2 Family Fun Day

The Sevenoaks District Council's Family Fun Day in Shoreham is on Tuesday 29<sup>th</sup> July 2025 at 10.30am. The event will be advertised on social media and the school had agreed to circulate the flyer with their end of term newsletter.

#### 11. Shoreham Cross

11.1 Control of Ragwort in the field beneath the Cross

Members did not feel it was an issue and no further action was required.

#### 12. Correspondence

12.1 Shoreham Village Hall Committee of Management
Peter Kasch explained his letter and documents which are Attached C.
Members asked if the Committee could take over the managing of the generator.

- 12.2 Road Safety & Active Travel Group Newsletter Noted.
- 12.3 New Development of Affordable Homes Coming to West Kingsdown Noted.
- 12.4 Kent Police Noted.

12.5 SDC Here for You leaflet July & August

The leaflet has been put on social media.

#### 13. Finance & Personnel and Governance

13.1 To agree the items received, paid and payable

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

13.2 Request for a grant - Well Hill Church repair It was agreed to defer this item to a later meeting.

13.3 Request for a grant – Shoreham Players It was agreed to defer this item to a later meeting.

13.4 Shoreham Gazette Advertising renewal Members resolved to agree to renew the Shoreham Gazette advertising.

- 13.5 Parish Council Vacancy
  - Members resolved to advertise the Parish Council vacancy with a view to co-option at the September/October Meeting.
- 14. **Next meetings** (all starting at 7:30pm in Shoreham Village Hall unless otherwise stated)

  - a. Planning (if required) Committee Wednesday 6 August 2025
    b. Planning (if required) Committee Wednesday 20 August 2025
  - c. Planning (if required) Committee Wednesday 3 September 2025
  - d. Full Council Meeting Wednesday 17 September 2025 at 7.30pm

Amanda Barlow, Clerk to Shoreham Parish Council

# Parish Report July 25

During the autumn (Oct/Nov), you will be able to have a say on the new Local Plan, which will guide what can be built and where up to 2042. During this period SDC will run drop-in sessions for further comment.

The Local Plan will include the broad locations for new homes along with new infrastructure to support them. It will include land for businesses and policies to ensure new developments meet high-quality design standards and mitigate the impacts of climate change.

The Local Plan will include how we intend to meet the Government's new target of 1,149 new homes to be built every year in the District, a 63% increase from our previous plan

Once SDC has reviewed the feedback from the consultation, a final draft of the Local Plan will be published in Summer 2026 for examination by the Planning Inspectorate in 2027. At this stage, a Government-appointed planning inspector will consider whether the Local Plan is 'sound' and appropriate for the District.

The Local Plan, once adopted (Dec 2027) will be used to determine planning applications. At the moment without a Local Plan, developers can build what they like without viable opposition.

Further details about the consultation dates and the drop-in sessions will be publicised nearer the time.

- Regulation 18 consultation October/November 2025
- Regulation 19 (Draft Local Plan) publication Summer 2026
- Submission (before 31 December 2026)
   Examination 2027
- Adoption (December 2027)

SDC has applied to several central government funding streams to support the production of the Local Plan. As a result, they have been awarded £70,000 funding to undertake a Green Belt Assessment and a further £227,962 from the government's Local Plan Delivery Fund.

The introduction of the new National Planning Policy Framework (NPPF) in December 2024 necessitated a review of the proposed development strategy in the Local Plan.

The development strategy set out in our recent Local Plan consultation is broadly aligned with the new NPPF and will concentrate on:-

- Urban sites (within settlement confines) with optimised density
- Brownfield/Previously Developed Land (PDL)
- Duty to Co-operate discussions with neighbouring authorities
- Poorly-performing Green Belt (now known as 'grey belt')

Grey belt: Land in the Green Belt comprising previously developed land and/or any other land that, in either case, does not strongly contribute to any of purposes.\* (a), (b), or (d) in paragraph 143 of the NPPF (copied below). 'Grey belt' excludes land where the application of the policies relating to the areas or assets in footnote 7 (e.g. National Landscapes{AONB}) would provide a strong reason for refusing or restricting development.

- \*Green Belt purposes:
- a) to check the unrestricted sprawl of large built-up areas
- b) to prevent neighbouring towns merging into one another; NB NOT VILLAGES
- d) to preserve the setting and special character of historic towns

However, where grey belt is identified, it does not automatically follow that it should be allocated for development. It needs to be situated in a sustainable location e.g. close to an existing settlement with sufficient services and facilities or close to a transport hub, such as a train station/bus interchange.

In addition, where grey belt land is identified in a sustainable location, before it can come forward for development, it will need to meet the 'golden rules' which are set out in NPPF paragraph 156. These require developments to provide:

- a. 50% affordable housing\* on major sites
- b. improvements to local or national infrastructure
- c. the provision of new, or improvements to, existing green spaces that are accessible to the public.
- \*Affordable housing is defined as housing for sale or rent, for those whose needs are not met by the market, such as social rent, affordable rent and intermediate housing such as shared ownership properties, which can be targeted for specific groups through local lettings plans and key worker policies

Following a "call for sites" in March/April, 96 new site proposals were received. SDC are currently undertaking these site assessments alongside existing assessments, which will feed into the Local Plan Reg.18 consultation in the autumn. The sites are being assessed through the SHELAA (Strategic Housing and Economic Land Availability Assessment) process, to understand whether they are subject to any overriding constraints (e.g. flooding, heritage, ecology, access etc) and confirm that they are suitable for potential development.

The NPPF changes will require current Local Plan Chapter Updates to

- Housing
- Employment and Economy
- Climate Change
- Design
- Health and Well-being
- Natural Environment
- Infrastructure and Community
- Transport

I'm sure you will appreciate that all of the above areas are evidence-based assessments and require a lot of work.

SDC are also in the process of commissioning additional evidence in relation to solar developments (since this is a recent area of development pressure) to assist with the identification of the most appropriate locations for solar development across the District, for both plan-making and decision-taking purposes. (Requires location near to suitable National Grid locations)

A new Govt edict "Speeding Up Build Out" shifts the focus from the planning regime (which has been an area of key government interest in recent months) to the actions of the development community. It aims to put pressure on developers to build-out consented homes with penalties for developers that fail to build out sites quickly enough and powers for councils to acquire their sites if it is in the public interest.

# Parking and Traffic Proposals Feedback

# 1.A.Top of Station Road parking restrictions

Agree 18

Against12

#### 1.B. Kerb on A225

Agree 26

Against 3

#### 1.C.Traffic Island A225

Agree 26

Against 4

# 2. Passing Space opposite Golf Course (Suggest move further down opposite Footpath)

Agree 22

Against 8

# 3. Samuel Palmer Bend parking restriction

Agree 43

Against 4

# 4. Passing space opposite entrance to Mount Vineyard

Agree 27

Against 11

# 5. Passing Space each side of River

Agree 20

Against 20

## 6. Parking restrictions at Junction of High Street and Church Street

Agree 27

Against 11

# 7. Parking restriction at Mill Lane (Suggested that this should be timed)

Agree 29

Against 14

## 8/9. Extend 30mph speed limit on Filston Lane to Twitton Lane

Agree 35

Against 7

# 10. 20mph Village speed limit

Agree 36

Against 3

# 11.Residents Parking Permit Scheme

Agree 3

Against 26

# 12. Rock Hill 30mph Speed Limit

Agree 15

Against 0

# 13/14. Magpie Bottom HGV Sign Change

Agree 31

Against 0

There were 7 comments that there were too many unnecessary yellow lines
There were 15 comments that additional parking is needed
There were 13 comments that there would be a reduction in parking spaces

# SHOREHAM VILLAGE HALL

a charitable trust est. 1924, registered charity no 302840

26 April 2025

Shoreham Parish Council c/o Amanda Barlow, clerk PO Box 618 Sevenoaks, Kent TN13 9TW

Dear Councillors,

Re: Shoreham Village Hall maintenance

At the April 9<sup>th</sup> 2025 meeting of the Committee of Management there were a few issues that arose regarding the division of responsibilities for the maintenance of the village hall. We remain available to discuss these at one of your regular meetings or at a separate meeting.

The issues we would like to discuss are:

- Electric meters: There are two electric meters in the hall; one to the left of the stage and the
  other at the public toilet end of the building. Is it correct that the PC pays the bill on the
  second public toilet electric meter? The Village Hall charity arranged for the legally required
  Fixed Electrical Testing of both the electric systems in the hall and the PC should have
  received the certificate for its installation.
- Recreation Ground electric service: From time to time users of the Recreation Ground for events request access to electricity. An extension lead has sometimes been run through the kitchen window and plugged in. The circuits are often inadequately sized for the users' needs and do not have RCD (ground fault) protection for exterior use. These makeshift agreements are a hazard for the Rec users and in violation of code. Would the SPC want us to obtain a quote to have an exterior connection installed by the SPC off its electric system? This is a safety issue.
- Water meter: As far as we know, there is only one water meter and one water service into the building. Can you confirm that the PC is not paying its own water bill for the public toilet?
- Emergency Plan: We've spoken to Leslie Spence who reports that she has been liaising with Brian Jeffery to pass over her previous responsibilities. Who currently oversees the village emergency plan, and more specifically the electric generator stored in the hall at the south end of the building? Presumably it is periodically tested and run? How might we assist?
- Flammable liquids: There is a plastic fuel container of petrol stored with the electric generator. Our volunteer H&S advisor not unreasonably advises that this is a fire hazard and this fuel should not be stored in a public building. His advice is that it should be stored in a separate metal storage cabinet on the grounds away from the building. We are glad to work with the PC to find a solution, however the cost should be with the SPC. This is a COSHH Regulations contravention.
- Public Toilets: There are three rooms at the north end of the building that are designated to the SPC, though there is little knowledge of the nature of these arrangements. We have done

Postal address: 76A High Street Shoreham nr Sevenoaks, Kent TN14 7TE

# SHOREHAM VILLAGE HALL

further research and found that this end of the building was conveyed to the Shoreham Parish Council at the end of 2004, apparently giving full ownership and full responsibility to the SPC for that end of the building (title plan attached, but the deed conveying the property to the SPC does not seem to have been filed at the Land Registry and has yet to be located):

- The first, at the northeast corner, is the handicapped toilet that is open to the public and in use. It is maintained by the SPC.
- The second, in the middle, is the former gents toilet and is used for the storage of boxes of SPC documents. It also has several old printers and other probable rubbish.
- o This third room at the northwest back corner of the building is full of miscellaneous equipment, gardening equipment, two strimmers and some more files. We understand that this equipment belongs to the Allotments Association and the Sevenoaks Society (in connection with their Make Shoreham Shine efforts) who use it following permission granted from the SPC. They hold keys to enter. There also may be rubbish. Is this understanding of your arrangements correct?

Who is responsible for the management, maintenance and repair of this end of the hall evidently owned by the SPC?

#### - Grounds maintenance:

- o Is it correct that the SPC pays for and oversees all of the grass cutting, hedge trimming, etc. to maintain the grounds all round the village hall, back as well as front? Some of this work is done by volunteers perhaps. Who oversees this?
- Some of the paving at the front has lifted or settled which is creating some small trip hazards. Is this the Village Hall Charity's responsibility to maintain and repair or the SPC?
- Insurance: We insure the hall. We do not insure the contents of the public toilet end of the building. Does the SPC have any insurance of the building and/or its grounds that might be redundant with the insurance that the trust carries?
- Land Registry: We are looking into hiring a property lawyer to review the available documents and advise on filing at the Land Registry to record the ownership of the village hall by the Shoreham Village Hall Trust. A lawyer will not commit to a cost since the amount of work only becomes apparent once his investigation is ongoing. An approximate estimate of this cost if there are no complications is £2 3,000.

The Committee would like to request that the SPC contribute to this cost.

Does the SPC have a preferred law firm for such work?

Yours sincerely,

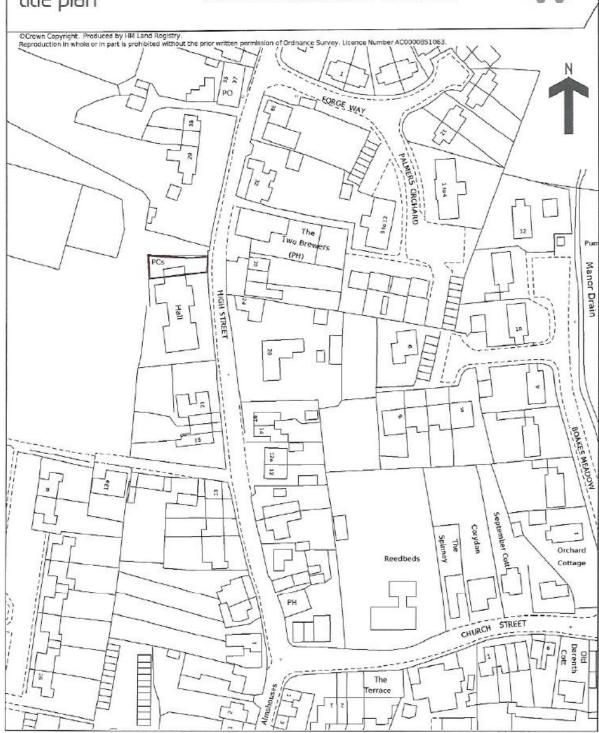
Off Clos Peter Kasch, Chair

# HM Land Registry Official copy of title plan

# Title number K879752

Ordnance Survey map reference TQ5161NE Scale 1:1250 enlarged from 1:2500 Administrative area Kent : Sevenoaks







# Official copy of register of title

#### Title number K879752

Edition date 12.01.2006

- This official copy shows the entries on the register of title on 25 APR 2025 at 16:06:12.
- This date must be quoted as the "search from date" in any official search application based on this copy.
- The date at the beginning of an entry is the date on which the entry was made in the register.
- Issued on 25 Apr 2025.
- Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.
- This title is dealt with by HM Land Registry, Nottingham Office.

#### A: Property Register

This register describes the land and estate comprised in the title.

KENT : SEVENOAKS

- 1 (23.12.2004) The Freehold land shown edged with red on the plan of the above title filed at the Registry and being Land adjoining the Recreation Ground, High Street, Shoreham, Sevenoaks.
- 2 (12.01.2006) A new title plan based on the latest revision of the Ordnance Survey Map has been prepared.

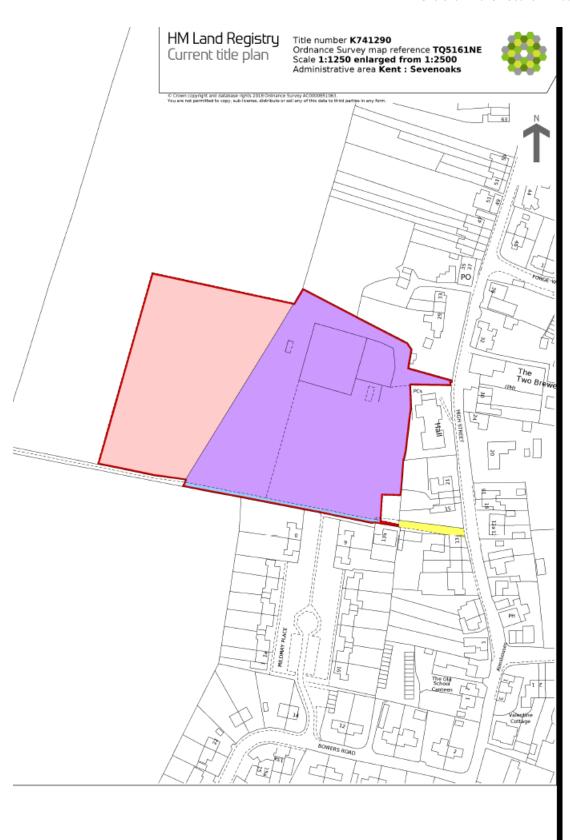
#### B: Proprietorship Register

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

#### Title absolute

1 (23.12.2004) PROPRIETOR: SHOREHAM PARISH COUNCIL of Haresfield, Packhorse Road, Sevenoaks, Kent TN13 2QR.

#### End of register



Shoreham Parish Council Village Hall Shoreham, Kent TN14 7TB

Mssrs Knocket and Fostkett The Red House High Street Sevenoaks, Kent TN13

Dear

Re: Shoreham Recreation Ground title

We are writing to ask for access to your records of past work you have done on our behalf to understand the basis on which your firm registered in our name in 2004 the title to a parcel of land on which our public toilets exist lying between the land comprising the Shoreham Recreation Ground and the (unregistered) land comprising the Shoreham Village Hall.

The Shoreham Parish Council (SPC) has been working with the trustees of the Committee of Management of the Shoreham Village Hall (SVH) to resolve the question of ownership of the public toilets in the village hall. The SVH is a registered charity and a trust set up in 1924 and to whom it is believed there was a gift made at that time from the previous owner, Lord Mildmay, of the land and buildings of the village hall. The SPC is custodian trustee of the SVH and several volunteers are its managing trustees. There has from time to time been some misunderstanding regarding the ownership of the public toilets which are located at the northern end of the hall and were constructed about 1970 with funds from Sevenoaks District Council (SDC). The SPC has been operating these toilets since their maintenance was abandoned by SDC in 2003. The SPC also operates the recreation ground which it too received from the estate of Lord Mildmay in the 1950's, though our title to the recreation ground appears not to have been registered until 1998.

Both the SPC and the SVH believe that the 2004 registration of the land on which the public toilets sit was likely done to correct an error made at the time of the 1998 recreation ground title registration. The Deed of Gift from Lord Mildmay to the SVH clearly describes the parcel as being 110 feet along the High Street and 80 feet deep. The 1998 title registration of the recreation ground appears to be based on the OS map which showed the fence line between the village hall and an access pathway to the recreation ground. When checked by physically measuring the village hall, the result is that the public toilets are outside the ownership of the SVH and there was a gap between the land of the SVH and the land registered for the recreation ground in 1998. The 2004 registration fills that gap. The guess then is that when the toilets were constructed people at that time were aware of the true boundary between the parcels, but the 1998 title registration was simply an error, which then somehow came to light in 2004 and was corrected.

Both we and the SVH trustees would appreciate your confirmation that this is the caseyou're your correction of our guesses about this with the actual facts. Presumably the evidence presented to the Land Registry in 2004 will make all this clear.

We would then also like to know if there was an discussion and understanding reached in your files between the SPC and the SVH of a party wall agreement or the like as to the ongoing practical issues of maintaining two abutting properties.

#### **Shoreham Parish Council**

14 July 2025 (2025-2026)

#### **RECEIPTS LIST**

Code	Date	Description	Supplier		Total
Tennis courts	19/06/2025	Tennis Subscription	Tennis Club Member	X	20.00
Allotment rent	14/07/2025	Allotments rents	Allotment Holders	X	655.00
				Total	675.00

Items Paid 4 June to 14 July 2025

#### **Shoreham Parish Council**

14 July 2025 (2025-2026)

#### **PAYMENTS LIST**

Code	Date	Description	Supplier				Total
Office telephone	04/06/2025	Office telephone	02	S	15.63	3.13	18.76
Toilets	04/06/2025	Electricity	EDF Energy	L	147.62	7.38	155.00
Stationery/Sundries	16/06/2025	Stationery	Amazon	S	38.57	7.71	46.28
Allotments	16/06/2025	Water Charges - Allotments TW2378728040	Castle Water	X	196.43		196.43
Clerk's mileage	18/06/2025	Mileage	Mrs A C Barlow	X	36.72		36.72
Allotments	18/06/2025	Tree work at the Allotments	Down to Earth Trees Ltd	S	320.00	64.00	384.00
Computer/Printer Consumables	20/06/2025	Website	Hugo Fox	S	29.99	6.00	35.99
Subscriptions - KALC/SLCC/Other	23/06/2025	CPRE Annual Subscription	Campaign to Protect Rural England	X	60.00		60.00
Car Park	01/07/2025	Business Rates	Sevenoaks District Council	Х	90.00		90.00
Toilets	04/07/2025	Electricity	EDF Energy	L	147.62	7.38	155.00
Office telephone	07/07/2025	Office telephone	O2	S	15.63	3.13	18.76
Audit fees	14/07/2025	Internal Audit	Julia Chamberlain	X	185.00		185.00
Clerk's mileage	14/07/2025	Mileage	Mrs A C Barlow	Χ	18.36		18.36
Postage	14/07/2025	Stamps	Mrs A C Barlow	Χ	20.40		20.40
Photocopier Rental and Charges	14/07/2025	Photocopier Rental and Charges	Sundridge with Ide Hill Parish Council	Χ	211.77		211.77
Hall/Emergency Room Hire	14/07/2025	Hall hire	Shoreham Village Hall	Χ	32.00		32.00
Office Rent/Storage	14/07/2025	Office Allowance	Mrs A C Barlow	Χ	30.00		30.00
Tree surgery	14/07/2025	Coppice of trees by allotments	Down to Earth Trees Ltd	S	400.00	80.00	480.00
Playground Repairs	14/07/2025	Urgent repairs to playground	Creative Play	S	1,160.00	232.00	1,392.00
Grasscutting Shoreham	14/07/2025	Grass cutting	GF Garden Maintenance	S	283.33	56.67	340.00
Grasscutting Shoreham	14/07/2025	Grass cutting	GF Garden Maintenance	Χ	600.00		600.00
Emptying litter bins	14/07/2025	Dog waste bin and litter bin collection	Sevenoaks District Council	S	370.50	74.10	444.60
Broadband	14/07/2025	Broadband	Mrs A C Barlow	Χ	10.00		10.00
Shoreham Cross	14/07/2025	Cleaning Cross	Jeremy Tooley	X	110.00		110.00
General Electricity Work	14/07/2025	Electrical work	70aks Electrical Ltd	Χ	530.00		530.00

Items to be paid at 17 July 2025

#### **Shoreham Parish Council**

14 July 2025 (2025-2026)

# PAYMENTS LIST

Code	Date	Description	Supplier			Total
Printing Gazette/Shoreham Post	17/07/2025	Printing Shoreham Post	St Peter & St Paul Church	Х	120.00	120.00
			Tota	I	120.00	120.00