

SHOREHAM

Parish Clerk:

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COUNCIL

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

at Shoreham Village Hall on 5th September 2018 from 7:30pm

Present: R Blamey, A Hibbins, B Jeffery, N McDonnell, M S Parkes, N Powell and L Spence

Also Present: 10 members of the public
District Councillor John Edwards-Winser

Clerk: Sarah Moon

Question Time:

1. A member of the public asked whether the PC would be discussing the Local Plan consultation. It was explained that the PC had already submitted comments, particularly around the issue of the definition of 'Brownfield Sites'. These comments were read out and it was agreed that the Clerk should submit a few extra ones.

2. A second member of the public enquired as to when the grass around the Cross would be cut. The clerk explained that she had contacted the contractors several time to no avail but that they had finally replied that this would be done early next week. They had also confirmed that the Recreation Ground would be cut later this week.

1. Apologies for absence were received from Cllr Collins, Cllr Histed and from County Councillor Roger Gough.
2. No disclosures of interest from members in respect of items of business included on the agenda for the meeting were received.
3. The minutes of the meetings held on Wednesday 18th July 2018 (copy previously distributed) were received and signed by the Chairman.
4. The actions arising from the meetings held on Wednesday 4th and Wednesday 18th July 2018 were agreed to be reviewed by email.
5. District/County Councillor Reports

District Councillor Report

The District Councillor reported that the Planning Officer had not yet started work on the District Council's application to convert the barns at Timberden into residential dwellings.

County Councillor

The County Councillor provided the following update, which was read out by the Clerk.

‘- I have provided the necessary funding for the amendments requested to the yellow line opposite The Two Brewers. This should now go to the September JTB, which I am confident will be supportive

- I have been in contact with residents in Well Hill on broadband issues once more, because delays in approving an extension to the Phase 2 broadband contract (reflecting disputes between BT and government agency BDUK) are in turn delaying the proposed scheme in Well Hill. KCC is lobbying MPs and ministers in an effort to get this resolved. George Chandler (KCC officer) and I are happy to meet residents again, but feel this should be at a point when we have (hopefully) made some progress on the national issues’.

6. Chairman’s Report

There was no report from the Chairman.

7. Report from the Clerk

- The toilets in the former ladies toilets have been removed and capped.
- Items belonging to societies have been moved to a storage facility at the Golf Club.
- Clearance of scrub/cutting back hedges and vegetation in the car park has been completed.
- Internet banking is now up and running.
- The Centenary Wood has been registered as a Centenary Field – completed deeds are awaited.
- An application for £5000 for the provision and installation of a concrete table tennis table has been made to ‘Active Places’.
- Artwork for the lectern at the Cross has been completed and is ready for review.
- The noticeboard has been installed on the fence of the George pub and the Parish Council extend their thanks to David Rawlings for doing this. A key to the noticeboard is kept in the till in the pub. The Clerk also has one.
- The Family Fun Day took place on the Recreation Ground on 21st August. This was a huge success.
- The Clerk will be attending ‘The Clerk’s Conference’ on Thursday 13th September.

8. Timberden Farm

No update was able to be provided as the planning department at Sevenoaks District Council have not yet started the decision process.

9. Village Hall

a) Works required to ensure the on-going compliance and viability of the Village Hall

Members of the Village Hall Committee reported that following various electrical and health and safety assessment, much work is required to ensure the compliance of the Village Hall. In order for the hall to remain a viable entity for the village the following issues need to be addressed:

- **Asbestos** : There are several areas in the building where asbestos is present. These included doors and around the boiler flu. The doors need to be removed and replaced and the area around the flu encapsulated. This work would cost in the region of £2000.
- **Boiler** : The boiler is not compliant and needs to be replaced. At the moment the current boiler has been switched off and whilst the weather is still warm, this is fine. However, unless a new boiler is installed urgently, the hall will not be able to be hired out. Replace boiler £6500 - £7500.

- **Emergency lighting** : Only 2 of the 16 emergency lights work. The remaining 14 need to be replaced at a cost of £50 per light.
- **Electrical Works** : Although the recent electrical inspection raised no C1 or C2 points (critical), there were many points in the 'C3; category (requires improvement). These need to be addressed before they get any worse.

In total, to bring the Village Hall up to current standards and to make it fully compliant with current regulations would cost in the region of £20,000.

The Village Hall do have some reserves which they can use to help pay for some of this work but not the full amount and, as Trustees, the Parish Council have an obligation to ensure the hall is kept open and compliant.

It was therefore RESOLVED to donate £10,000 from the Parish Council's reserves to the Village Hall, which they would use in conjunction with funds from the village hall to pay for this work.

- b) The Parish Council confirmed their ownership of the steps to the right of the village hall, where repairs to the concrete are required. It was RESOLVED that the Clerk obtain three quotes for this work and also to replace the fence at the bottom of the grass bank to the right of the steps.
- c) It was RESOLVED that it would not be in accordance with KALC guidelines for the Parish Council to pay for works on the behalf of the Village Hall or any other entity for which it would later be reimbursed net of VAT. This would only be acceptable if the Parish Council had agreed to pay for the work to be done out of its own funds as a gift to the Village Hall/other entity.

10. New Fence

To discuss the quotes received for replacing the fence between the High Street and the Allotments.

It was agreed to defer this item until the October meeting.

11. Village Sign

To discuss the possibility of installing a village sign on the green outside Walnut Tree Cottages.

It was agreed to defer this item until the October meeting.

12. Replacement Gate

To discuss the possibility of replacing the kissing gate on footpath SR32 with one which would be suitable for wheelchairs and prams.

It was agreed to defer this item until the October meeting.

13. Correspondence/Information

- a) A request for the Parish Council to purchase a new WW1 commemorative bench to be installed at the War Memorial has been received from the Shoreham British Legion. The cost of the suggested bench would be in the region of £800. Whilst it was agreed that the current bench is in need of repair/replacement, members requested that the Clerk consult with the Conservation Officer in order to see whether this particular design would be appropriate. If the design is acceptable to the Conservation Officer, then the wider village should also be consulted before any decision is made as to whether this type of bench should replace the existing one. If the village are not happy for this type of bench to be sited in such a prominent position, then alternative locations such as the Centenary Wood or outside the Village Hall could be considered.
- b) A request for a grant for £120 has been received from the Shoreham Allotments Association in respect of the hiring of a skip to remove debris from a vacant plot. RESOLVED to donate £120 to Allotments Association.

- c) An email has been received from Carol Valentine of KCC in respect of the gritting of East Hill during the winter months.
- d) The Summer 2018 Issue of the Countryside Voice magazine has been received.
- e) Issue 3 of the Allotment & Leisure Gardener magazine has been received.
- f) The July 2018 Issue of 'The Clerk' magazine has been received.

14. Financial Matters

Accounts/Payments: the schedule of payments was authorised. In addition to the schedule of payments, authorisation was also given for the payment of the hall hire cost for the month of August.

Reserves : The issue of the high levels of reserves held by the Parish Council has once again been flagged by the external auditors, PKF Littlejohn following the submission of the 2017/2018 Annual Return. PKF Littlejohn have requested that the Parish Council identify specific projects to which the sum of £14,807 (the amount held in excess of twice the precept) has been allocated.

It was RESOLVED that PKF Littlejohn be informed that the money has been allocated as follows:

£10,000 for Village Hall;

£4,807 for Planning Consultants and Legal Fees in respect of the potential threat of development in the Timberden Valley.

15. Dates of next meetings (all starting at 7:30pm unless otherwise stated)

- a) Planning Meeting/Finance Meeting : Wednesday 19th September 2018, Shoreham Village Hall
- b) Planning/Council Meeting : Wednesday 3rd October 2018, St Mary's Church Hall, East Hill
- c) Planning/Amenities Meeting : Wednesday 17th October 2018, Shoreham Village Hall
- d) Planning/Council Meeting : Wednesday 7th November 2018

The meeting closed at 9.20pm

Sarah Moon, Clerk to Shoreham Parish Council