

**SHOREHAM**

Parish Clerk:

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**PARISH**

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**COUNCIL**

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

Shoreham Village Hall 5 July at 7:30pm

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

Also Present: 42 members of the public (in part), Cllr I Roy (District) (in part), and Cllr J Edwards-Winsor (District) (in part), Amanda Barlow (Clerk)

Apologies: Cllr Montgomerie, Cllr Powell, Cllr Thorpe, Cllr Waterton (District), Cllr John Edwards-Winsor (District) and Cllr Roger Gough (County)

Public Forum: None

**AGENDA**

1. To receive any apologies for absence.

Apologies were received and accepted from Cllr Montgomerie, Cllr Powell, Cllr Thorpe, Cllr Waterton (District), Cllr John Edwards-Winsor and Cllr Roger Gough (County).

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

Wildlife Signs – West Kent Badger Group – A resident advised that lots of badgers killed on the road as well fox and deer and they are attempting to persuade KCC to get the Transport signs for wildlife.

KCC Highways taking action as the tree is dangerous by the bridge. Cllr Jeffery thought it was unlikely that they would plant another tree.

The tennis court and play area are being tarmacked and it will be soft so it must not be used.

**4. County/District Councillor Reports**

Cllr Irene Roy (District)

- SDC have appointed an agency to do an infrastructure plan to do a walking/cycling route across Sevenoaks Town from East to West. SDC have been awarded funding.
- The second route is a route between Otford and Sevenoaks. That route has been awarded £184,000 of Government funding.

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

## 8 **A225 Speed Reduction Project**

To receive an update and agree next steps

Cllr Roy updated Members as follows;

- To put in a sign and line route is £7,454.27.
- Members are pushing for a
- KCC would not permit the Council to put in a VAS – it has to be in situ for at least 6 months.
- Red surface treatment – it is needed on the northern end of the limit.
- Additional pedestrian signage to highlight footpaths.
- Glasdon gates – there is some dispute if there is enough space on the verge.
- There is some issue for a pedestrian refuge and it is more complex and we do not want it to hold up the scheme.
- Village centre scheme – looking to pursue that in parallel with a view to getting it installed next year.
- Cllr Roy is trying to arrange a meeting with Cllr Gough and the relevant Highways officers.

Cllr Jeffery advised how difficult it is to deal with Highways and so that is why Members are pushing for a meeting with Highways and Cllr Gough.

## 9. **Correspondence and Information**

9.1. Correspondence from residents  
(copies are included in the supporting papers for the meeting)

### 9.1.3 Shoreham Village Parking

There was a very lengthy discussion over parking in Shoreham and many residents raised concerns.

Mr Dimbleby commented that parking is not on the Highways Improved Plan. He advised that access is impossible.

Cllr Histed advised that in 2017 a Traffic Survey was commissioned. It is clear there is contention for road use as the road space is limited. Getting the balance is clearly very difficult.

Cllr Owen advised that there are many more people coming into the village since the pandemic.

Member of the public advised that the amount of traffic is causing a lot of danger especially around the George Bend. Cllr Histed advised that one of things by removing the parked cars would increase speed and therefore increase danger.

Cllr Sheward commented that this issue of parking needs to be moved up the Agenda now that the majority of the work has been done on the A225 speed reduction scheme.

Cllr Histed advised that the report was commissioned in 2017 and was discussed at length.

Cllr Jeffery advised that residents should report to SDC any issues with parking where residents cannot access their properties.

Cllr Jeffery informed the meeting about the history of the report. He explained the main risk was to walkers and the path was a priority. The Parish Council is trying to take people out of the High Street. There have never been any accidents reported on the George Bend. The Parish Council cannot legislate for dangerous driving but the parked cars help reduce the speed around the George Bend.

Cllr Roy advised that she would talk to the Senior Parking Officer.

Cllr Roy left the meeting.

**Members agreed that the issue of the parking should be moved up the Agenda and agreed to get opinions of the public. It was agreed that the Parish Council would look at ways to engage with the residents about the possible solutions.**

#### 9.1.2 Millenium Path, Wildlife signs and Metal Soldier

Members agreed that it was important to protect wildlife but wondered if there would be any reduction in damage to wildlife.

Ms Birkin responded that accidents are on the increase and Shoreham has a large number of badgers killed. The signs have been produced to reduce the death of wildlife.

**Members resolved that the Clerk should write to Cllr Gough to ask about putting signs in areas where there are accidents to wildlife.**

Members asked the Clerk to speak to the Village Hall about the soldier and if it was agreed to have it just on display for the armistice period.

Members discussed the issues of the Millenium path and thought that possibly a gate could be put at the end of the path to prevent children running on the road. **It was agreed that the Parish Council should look at putting a gate or chicane at the end of the path.**

#### 9.1.1 Community engagement

Ms Palmer had produced a report on community engagement which had been previously circulated.

**Members resolved to agree that the Parish Council would continue to put information on their own social media accounts which could then be shared as required.** It was hoped that more residents would join the Parish Council's social media pages. The Clerk advised that a newsletter will be sent out in the Autumn and it will give details of how residents can engage with the Parish Council.

#### 9.2. General Correspondence Noted.

5. 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.

6. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 7 June 2023

**Members resolved to agree the minutes of the meeting held on 7 June 2023.**

**Members resolved to extend the meeting.**

#### 7. Matters arising from the minutes not covered by Agenda items

##### 7.1 EV Charging Points

The cost of charging is much lower than other charging posts. **Members resolved to agree that the EV Charging Points should be installed if there was a suitable electricity supply.**

7.2 Shoreham Woods

**It was agreed that Cllr Sheward and the Clerk would speak to Mr Sadler to get some further advice.**

7.3 Riverside

The benches have been repaired. **It was agreed that the Clerk should write to the Environment Agency and ask for the depth charge replaced or the pole removed.**

7.4 Shoreham Village Hall

The minutes had been amended to correctly reflect the agreement.

7.5 AGAR 22-23

The Clerk advised that the AGAR 22-23 had been submitted and is published on the website.

**10. Governance**

10.1 To agree the following documents:

**Members resolved to agree the following documents as presented and copies are on the Parish Council's website.**

- Code of Conduct
- Standing Orders
- Financial Regulations
- Section 101 Delegation

10.2 To agree the Terms of Reference for the following Committees/Working Parties

**Members resolved to agree the Terms of Reference as presented and copies are on the Parish Council's website.**

- Planning
- Amenities
- Highways & Footpaths
- Finance & Personnel

**11. Finance**

a. To agree items received, payable and paid

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

b. Request for a grant from Darent Valley Community Rail Partnership

**Members resolved to agree a grant of £100 to the Darent Valley Community Rail Partnership.**

**12. Next meetings** (all starting at 7:30pm in Shoreham Village Hall unless otherwise stated)

- a. Planning (if required) Meeting – Wednesday 19 July 2023
- b. Planning (if required) Meeting – Wednesday 2 August 2023
- c. Planning (if required) Meeting – Wednesday 16 August 2023
- d. Planning (if required) Meeting – Wednesday 6 September 2023
- e. **Planning (if required) and Council Meeting – Wednesday 20 September 2023 at Well Hill Mission Church**

Amanda Barlow, Clerk to Shoreham Parish Council

There being no further business the meeting ended at 22.15.

## Appendix A

## Items Paid 1 June to 30 June 2023

## PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
66	Car Park	01/06/2023	Business Rates	Sevenoaks District Council	X	88.00		88.00
53	Cricket Club	05/06/2023	Water Tank for Cricket Club	Tanks Direct	S	1,273.00	254.60	1,527.60
65	Office telephone	05/06/2023	Office telephone	O2	S	13.08	2.62	15.70
67	Toilets	05/06/2023	Electricity	EDF Energy	L	308.57	15.43	324.00
46	Broadband	06/06/2023	Broadband	Mrs A C Barlow	X	10.00		10.00
45	Shoreham Woods	06/06/2023	Poster Printing	Kall Kwik	S	126.67	25.33	152.00
47	Office Rent/Storage	06/06/2023	Office Allowance	Mrs A C Barlow	X	30.00		30.00
48	Clerk's mileage	06/06/2023	Mileage	Mrs A C Barlow	X	36.72		36.72
63	Clerk's mileage	06/06/2023	Mileage	Mrs A C Barlow	X	34.56		34.56
64	Grasscutting Shoreham	07/06/2023	Grass cutting	GF Garden Maintenance	X	215.00		215.00
55	Computer/Printer Consumables	08/06/2023	Website	Hugo Fox	S	29.99	6.00	35.99
54	Insurance	08/06/2023	Insurance	Arthur J Gallagher Insurance	X	1,674.66		1,674.66
56	Printing Gazette/Shoreham Post	08/06/2023	Printing Shoreham Post	Shoreham PCC	X	90.06		90.06
57	Hall/Emergency Room Hire	08/06/2023	Hall hire	Shoreham Village Hall	X	120.00		120.00
58	Notice Boards	08/06/2023	Notice Board	Nature Sign Design	S	735.00	147.00	882.00
59	General repairs	08/06/2023	Bollards Shoreham Green	Flash Mobile Welding Services Ltd	S	750.00	150.00	900.00
60	Email Hosting Charges	08/06/2023	Email Hosting	Vision ICT	S	18.00	3.60	21.60
61	Email Hosting Charges	08/06/2023	Annual Email Hosting Charge	Vision ICT	S	144.00	28.80	172.80
62	Email Hosting Charges	08/06/2023	Annual Email Hosting Charge 22	Vision ICT	S	144.00	28.80	172.80
68	Allotments	28/06/2023	Water charges	Castle Water	L	21.12	1.06	22.18
69	Allotments	28/06/2023	Water charges	Castle Water	X	40.11		40.11

## Items to be Paid @ 5 July 2023

Shoreham Parish Council  
PAYMENTS LIST

4 July 2023 (2023-2024)

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
75	Computer/Printer Consumables	06/07/2023	Website	Hugo Fox	S	29.99	6.00	35.99
76	Hall/Emergency Room Hire	06/07/2023	Hall hire	Shoreham Village Hall	X	60.00		60.00
78	Toilets	06/07/2023	Toilet Supplies	Goldservice Contract Cleaning Ltd	S	140.62	28.13	168.75
77	Grasscutting Shoreham	06/07/2023	Grass cutting	GF Garden Maintenance	X	430.00		430.00
79	Audit fees	06/07/2023	Internal Audit	Julia Chamberlain	X	160.00		160.00
80	General repairs	06/07/2023	Repair to benches at Riverside	Midas Building and Landscaping	X	380.00		380.00
82	Tennis courts	06/07/2023	25% of Refurbishment Costs for tennis court and MUGA	Trevor May Contractors Ltd	S	8,905.50	1,781.10	10,686.60
81	Notice Boards	06/07/2023	Oak Notice Board	Nature Sign Design	S	735.00	147.00	882.00
<b>Total</b>						<b>10,841.11</b>	<b>1,962.23</b>	<b>12,803.34</b>