

SHOREHAM

Parish Clerk:

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COUNCIL

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Remotely via Zoom 6th May 2020 from 7:30pm

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

Also Present: 2 members of the public

District Councillor Irene Roy
District Councillor John Edwards-Winser
County Councillor Roger Gough

Clerk: Sarah Moon

Question Time:

1. Apologies for absence were received from Cllrs Hibbins and Hubble.
2. There were no disclosures of interest.
3. The minutes of the meetings held on Saturday 28th March and Wednesday 15th April 2020 (copies previously distributed) were agreed and the Clerk was authorised to sign them on behalf of the Chairman.
4. **District/County Councillor Reports**

County Councillor Roger Gough

County Cllr Roger Gough reported on the county wide timetable for opening household waste recycling centres, all of which closed early on in the crisis. A system will be up and running from Wednesday 13th May, which will allow people to book one of four slots in a day to visit one of the tips. The tips themselves will be open from Friday 15th May.

Since closing the car park, there has been a problem with cars parking on the road outside Lullingstone Park. KCC are looking at this to see what can be done.

District Councillor John Edwards-Winser

District Councillor John Edwards-Winser reported that some small businesses, who are exempt from paying business rates, had not been automatically receiving their £10,000 business grant. He asked that the Clerk check whether the Village Shop had received theirs. County Councillor Roger Gough confirmed that the Village Hall had received a grant from a similar scheme.

District Councillor Irene Roy, reported that had been contacting businesses within her ward to check whether they had received the help they need.

There is also help around for self-employed people and they should get in touch with SDC if they need any assistance.

Finally, the Clerk was requested to promote the SDC Crowd Funding initiative, which is raising money for four charities. Several Parish Councils have already made donations and anything from Shoreham Parish Council would be gratefully received. SDC have pledged a pound for each pound raised up to £5,000.

5. Chairman's Report

There was no report from the Chairman.

6. Clerk's Report

- The financial year end process has been completed and the annual return data collated. Currently in the process of trying to find an auditor to check it through. The external auditors, PKF Littlejohn have extended the submission deadline but, if possible, the Annual Return will be ready for approval at the June Parish Council, as is always the case.
- All rents have now been collected from the 53 allotment plot holders. This amounts to a revenue of £1,115. In addition, a cheque for £245 will be passed to the Allotment Association in respect of the £5 maintenances charges paid to the PC in addition to the rent.
- Bark chippings have been laid around the play tractor in the playground. It was RESOLVED that the Clerk be given a £200 budget for grass seed to reseed some of the bare patches of ground. It was felt that it was a good idea to complete this work whilst the playground is still closed
- The tennis courts have been professionally cleaned and treated with moss killer and are now in a good condition for play.
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7. It was RESOLVED to defer the Annual Council Meeting until May 2021 and that all positions and working parties should remain the same until then.

8. It was RESOLVED to accept the insurance renewal quote of £956.75 as recommended by the Parish Council broker, Came & Company.

9. COVID-19

The Clerk reported that 10 boxes of gloves have been delivered and distributed to volunteers. The hand gel for the shop has also arrived but a further 5L for volunteers is still awaited. More hand gel is required and it was RESOLVED that the Clerk should order this out of the budget agreed in the previous meeting. The cost of this gel is around £50. The Clerk reported that everyone who currently needs PPE has masks, gel and gloves but more may be needed in case of a resurgence of the disease.

Ann Palmer, who has been heavily involved with the 'Care in Our Community' initiative, explained how SDC had sent out information on safeguarding to all registered volunteers. Following receipt of this information, many volunteers became concerned that expectations were too high and did not feel comfortable about taking on such responsibility. SDC have since changed their stance and are only asking volunteers to do what they deem reasonable. Ann Palmer also reported that SDC would now no longer be providing PPE for volunteers so if the Parish Council wished to continue supporting its volunteers, it must do so at its own cost.

It was RESOLVED that more PPE should be ordered in order to continue supporting the volunteers and to ensure that they feel safe when carrying out their duties. It was felt that hand sanitiser was the most important product and that extra supplies of this should be purchased out of the budget which was agreed at the last meeting.

It was also agreed that the Parish Council should help advertise the Community Larder initiative, a scheme set up for people who have found themselves in financial hardship. This differs from other schemes in the sense that it is not aimed at people at self-isolating or shielding, but at those who are suffering due to a lack of money coming in. Ann Palmer agreed that she would obtain some posters, which the Clerk could display on the noticeboards and in the shop as well as on the Facebook page. Cllr Jeffery also requested a poster for East Hill.

Regarding mental health issues resulting from COVID-19, it was agreed to include something in the Gazette informing people of the help available and also suggesting they chat to a volunteer if they are feeling lonely.

10. Broadband Upgrade

Cllr Cockburn reported that a survey has been published in an attempt to ascertain whether there is sufficient support for the broadband upgrade to go ahead. At present, not enough people have completed the survey so leaflets have been printed, which will be delivered to all households. It was RESOLVED that Rick Moore, who has arranged for the leaflets to be produced, be reimbursed for the printing cost of £26.85. It was also requested that those members of the working group, who have volunteered to deliver the leaflets, be mindful of the current situation and take the necessary precautions.

11. Traffic and Parking

It was RESOLVED that the Traffic and Parking Working Group would meet via Zoom on Wednesday 13th May at 7.30pm to consider:

- a) How best to make a case against KCC's recommendation not to agree to a change in the speed limit on the A225 and to pursue a reduction regardless.
- b) What should be included on the HIP (Highways Improvement Plan) and who should be responsible for completing this.
- c) The costings for the following traffic measures:
 - Reduction in speed limit through the village to 20mph
 - Minimising HGV access to the village
 - Installation of new 'Free Parking' sign at north east side of the village
- d) The various options available for improving safety on the George bend.

Any recommendations arising from the meeting, should be made to full council at the next Parish Council meeting.

12. Correspondence/Information

- a) A letter of thanks has been received from the Kent Surrey and Sussex Air Ambulance Trust in respect of the grant of £250 awarded to them.
- b) A CIL payment of £1,024.18 in respect of contributions collected within the Parish of Shoreham has been received.

13. Financial Matters

- a) Accounts/Payments: Authorisation of payments as per schedule (to follow)
The schedule of payments was approved.

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

- a) Planning (if required) and Finance Meeting – Wednesday 20th May 2020
- b) Planning (if required) and Council Meeting – Wednesday 3rd June 2020
- c) Planning (if required) and Amenities Meeting – Wednesday 17th June 2020

The meeting closed at 21.16

Sarah Moon, Clerk to Shoreham Parish Council