

SHOREHAM

Parish Clerk:

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COUNCIL

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall 5 October 2022 at 7:30pm

Present: Cllrs B Jeffery (in the Chair), J Austin (in part), R Blamey, M Cockburn, A Hibbins

Also Present: 17 members of the public (in part), Cllr R Gough (County) (in part), Cllr John Edwards-Winser (District) (in part), Cllr I Roy (District) (in part), Amanda Barlow (Clerk)

Apologies: Cllrs J Histed, M Sheward and N Powell, Cllr R Waterton (District),

HM Queen Elizabeth II

Prior to the commencement of the meeting a one-minute silence was observed to pay respects to HM Queen Elizabeth II following her death on 8th September 2022

The meeting was preceded with an update on the Shoreham Heat Network Feasibility Study by BHESCo from Mr Bill Latimer. Mr Latimer advised that the project is not economically viable and the group were looking at other options. A full copy of the report is on the Parish Council's website.

Public Forum:

- Residents commented about the overgrown hedges and trees which are causing issues on the High Street and Members agreed that Cllr Jeffery would report it to KCC Highways.

1. To receive any apologies for absence.

Cllr Jeffery welcomed Cllr Jane Austin who is representing the Well Hill ward to the meeting.

Apologies were received and accepted from Cllrs Sheward, Histed and Powell

Cllr Austin left the meeting.

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

None.

3. District/County Councillor Reports

County

- A225 – on public deposit until 10 October 2022.
- Pothole Blitz – work is due take place on Shackton Lane.
- Road closures done by utilities companies under emergency works which ended up with vehicles going up Magpie Bottom. Members asked if Cllr Gough could speak to Highways about turning road signs over when they have finished working for the day so the roads could be used.
- Prospective bus service changes – most of the reductions have been made by the operators.
- KCC is projecting a £50 million overspend.

Residents asked:

- Could the A225 reduction be expanded? Cllr Gough felt that the current plan was probably the best option. Cllr Jeffery advised that the Parish Council was asking for a refuge in the middle of the road but this was declined and that the Parish Council had initially wanted a longer stretch of road.

District – Cllr John Edwards-Winser

- Local Plan has just been published.
- There is a bit in the report about water supply and the District Council is now response for ensuring there is water supply and sewage for potential housing.
- A resident had reported to him that he had used Go Coach but there are some issues with it.

District – Cllr Irene Roy

- A Housing support grant is available on the Sevenoaks District website.
- Cllr Roy asked if the Parish Council could promote the scheme and she will provide some leaflets. Members were happy to circulate the leaflets and promote the website.
- The Heat Network Group has been in contact with the District regarding insulating homes. Bill Latimer advised that there is a meeting on 9 November 2022 and it would be very good if SDC planners could have some advice prepared before that meeting.
- Cllr Roy advised that she is happy to assist with the Highways Improvement Plan.

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

8. Correspondence and Information

- a) Correspondence from residents:
- i. Well Hill Lane/water leak

Mr Brand gave some history about a water leak in Well Hill for which Thames Water is responsible. The residents cannot get Thames Water to do anything despite numerous contacts. There is a Thames Water reservoir at the top of the road and their lorries exacerbate the problem. The residents are subject to a hosepipe ban and there is water running down the road.

Cllr Gough confirmed that he will contact Thames Water to see if this issue can be sorted as it is a very troubling problem. The District and Parish Council would also write to Thames Water to urge them to address this problem.

- ii. Meenfield Woods

Ann Palmer advised that there are some concerns about what is going on in the woods. There were promises made for a sound barrier according to a previous Member. The Forestry Commission is working in the woods and they are working under a licence. Cllr Jeffery advised that it looks unattractive at the beginning but it is a legitimate work as they need to carry out the work.

10. **Cricket Club**

- i. To agree, if appropriate, the Club's requests to make improvements

Alex Hoffman from Shoreham Cricket Club requested that the Club could install the following:

- A water butt system
- A small storage shed

Members resolved that the Cricket Club could install the water butt system and small storage shed on the cricket ground.

- ii. To agree, if appropriate, for the tree survey to be carried out

Members resolved that All Tree consultancy should be appointed to carry out a tree survey at a cost of £240.

7. **Working Party Updates**

- a) To receive an update from the Highways Working Party
- a. Speed Reduction on A225

Cllr Gough advised about the TRO.

- b. Highways Improvement Plan

Cllr Jeffery advised about the following items contained in the Highways Improvement Plan (HIP).

- a. Resurfacing of the road outside the Samuel Palmer
- b. Move back the allotment fencing – Cllr Cockburn advised that she was concerned about car parking around the allotments.
- c. Vegetation on the road
- d. 20mph village zone
- e. Detailed plans from Highways – The Clerk advised that she has requested the detailed plans for the A225 with regard to costing from Highways and Whitney Gwillim has advised they are not yet ready.
- f. Centre of the village – Shoreham Parish Council are looking at options including getting 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. Ann Palmer stated her objections to the Council's view that this item should not be further debated. Cllr Roy advised that the change of asphalt would be helpful. When the Planning application was submitted for the Samuel Palmer Simon Greenwood advised that residents could be park in the car park. Members agreed to discuss the item at the Highways Working Party.

8. **Correspondence and Information**

- b) Correspondence from other parties

- i. Shoreham Village Hall

- i. Commercial Waste

Ralph Abbott advised that he has been told by SDC that the Village Hall needs a Commercial Waste licence. He will not take any further action. Cllr Edwards-Winsor took this to cabinet and none of his questions were answered. Cllr Roy agreed with the points the Hall made however technically the law does apply. Residents are making more waste since Covid as they are working from home. SDC who is responsible for collecting the waste are having to increase their waste collection. Cllr Roy will speak with Mr Kennett.

ii. Accounts

The Clerk explained that the Council's auditor had been very unwell and has asked the Council's temporary auditor if she will audit the Village Hall accounts.

iii. Fire Safety report requirements

Aiden explained some of things that have come out of the fire risk assessment. There are quite a few things that probably need to be addressed and it is likely that that Shoreham Village Hall will be asking for a contribution to some of the costs. Aiden is not sure if the Village Hall is legally compliant.

ii. Defibrillator training

Members resolved to agree to fund training for the defibrillators at a cost of £350.

iii. Darent Valley Landscape Partnership Scheme – Shoreham Path
Noted.

iv. PCSO
Noted.

9. **Tennis Court and Recreation Area resurfacing**

To discuss and agree, if appropriate, next steps for the refurbishment of the tennis court and recreation area.

Cllr Jeffery advised that he has got 3 quotes to resurface the tennis court and the area next to the tennis court.

Cllr Jeffery commented that there is difficulty with access to the recreation ground making the quotes quite high.

Members resolved that Cllrs Blamey, Jeffery and Cockburn would meet to put together a proposal for the next meeting.

4. **Members resolved to agree the minutes of the meeting held on Wednesday 20 July 2022.**

5. Matters arising from the minutes not covered under Agenda items below.

8.3 Clerk has asked welder to visit site.

8.5 Notice Boards

i. Parish Council Notice Board

The board has been painted and the pin board replaced and used for PC notices

ii. Well Hill and East Hill

These have been repaired.

iii. Board on the wall by the Samuel Palmer

The Parish Council have advised Simon Green that we no longer need the board and he can either refurbish it or remove it.

iv. Crown Road/High Street
To be replaced.

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

Agenda Item 12.

8. Correspondence and Information

a) Correspondence from other parties

i. Defibrillators

- Sarah Newman is going to get the Station machine moved or signed better.
- Simon Greenwood has agreed to having one on the Samuel Palmer pub.
- Sarah and Paul at the Crown Pub have agreed in principle to having one on the pub they just need to check with the brewery.
- Kingsdown Meadow have agreed to us installing a defibrillator at their site at Romney Street
- Cllr Jeffery has been in conversation with BT regarding adopting the phone box outside the closed Rock and Fountain pub in Well Hill. As its on private land we need the owners permission to do this and the owner has given permission.
- BT Phone box contract signed and returned.

This will then give residents access to 6 machines in the village, hopefully 1 in East Hill and 1 in Well Hill.

11. Finance

To agree items payable and paid

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

12. Staffing (Confidential item)

Members noted the retirement of Norman McDonnell and thanked him for excellent service to the Parish especially the Well Hill ward and agreed that the Chair should send a letter of thanks. A replacement was discussed and it was agreed the Clerk would look into the matter in more detail.

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

- a) Planning (if required) Meeting – Wednesday 19 October 2022
- b) Parish Council Meeting – Wednesday 2 November 2022

Amanda Barlow, Clerk to Shoreham Parish Council

Appendix A

Agenda Item 11.0

Items Paid 1 August to 30 September 2022

5 October 2022 (2022-2023)

Shoreham Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
68	Car Park	01/08/2022		NatWest current account		Business Rates	Sevenoaks District Council	X	84.00		84.00
74	Broadband	01/08/2022		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
75	Office Rent/Storage	01/08/2022		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
70	Toilets	04/08/2022		NatWest current account		Electricity	EDF Energy	X	191.00		191.00
72	Office telephone	05/08/2022		NatWest current account		Office telephone	O2	S	11.55	2.31	13.86
95	Postage	09/08/2022		NatWest current account		Stamps	Shoreham Village Store	X	27.55		27.55
99	Stationery/Sundries	11/08/2022		NatWest current account		Power cable and plugs	Amazon	S	31.65	6.33	37.98
100	Stationery/Sundries	11/08/2022		NatWest current account		Stationery	Amazon	S	14.45	2.89	17.34
101	Stationery/Sundries	11/08/2022		NatWest current account		Operation London Bridge	Amazon	S	11.83	2.37	14.20
78	Computer/Printer Consumables	15/08/2022		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99
92	Dog waste bins	15/08/2022		NatWest current account		Dog waste bin	Sevenoaks District Council	S	165.46	33.09	198.55
97	Heat Energy Project	15/08/2022		NatWest current account		Heat Project	BHESCo	S	11,375.00	2,275.00	13,650.00
90	Grasscutting Shoreham	15/08/2022		NatWest current account		Grass cutting	GF Garden Maintenance	X	645.00		645.00
93	Clerk's mileage	15/08/2022		NatWest current account		Mileage	Mrs A C Barlow	X	18.36		18.36
94	Hall/Emergency Room Hire	15/08/2022		NatWest current account		Hall hire	Shoreham Village Hall	X	27.00		27.00
109	Village Hall	15/08/2022		NatWest current account		Fire risk assessment	3MG Fire Protection	S	495.00	99.00	594.00
80	Toilets	30/08/2022		NatWest current account		Water charges	Castle Water	X	6.63		6.63
81	Allotments	30/08/2022		NatWest current account		Water charges	Castle Water	X	31.66		31.66
69	Car Park	01/09/2022		NatWest current account		Business Rates	Sevenoaks District Council	X	84.00		84.00
71	Toilets	05/09/2022		NatWest current account		Electricity	EDF Energy	X	191.00		191.00
76	Broadband	05/09/2022		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
77	Office Rent/Storage	05/09/2022		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
73	Office telephone	05/09/2022		NatWest current account		Office telephone	O2	S	11.55	2.31	13.86
82	Toilets	28/09/2022		NatWest current account		Water charges	Castle Water	X	6.63		6.63
83	Allotments	28/09/2022		NatWest current account		Water charges	Castle Water	X	31.66		31.66
96	Postage	29/09/2022		NatWest current account		Stamps	Shoreham Village Store	X	22.80		22.80
108	Printing Gazette/Shoreham Post	30/09/2022		NatWest current account		Printing Shoreham Post	Silver Pines Services	X	60.45		60.45
107	Computer/Printer Consumables	30/09/2022		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99

Items to be paid 6 October 2022

Shoreham Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
91	Advertising	05/10/2022		NatWest current account		Advertising	Shoreham PCC	X	100.00		100.00
102	Broadband	06/10/2022		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
103	Office Rent/Storage	06/10/2022		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
105	Printing Gazette/Shoreham Post	06/10/2022		NatWest current account		Printing Shoreham Post	Silver Pines Services	X	60.45		60.45
106	Hall/Emergency Room Hire	06/10/2022		NatWest current account		Hall hire	Shoreham Village Hall	X	60.00		60.00
110	Darent Valley Community Centre	06/10/2022		NatWest current account		Darent Valley Rail Partnership	Sevenoaks District Council	X	100.00		100.00
79	Computer/Printer Consumables	06/10/2022		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99
104	Computer/Printer Consumables	06/10/2022		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99
Total									420.43	12.00	432.43

Items received 1 August to 30 September 2022

5 October 2022 (2022-2023)

Shoreham Parish Council
RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
6	Allotments	30/08/2022		NatWest current account		Allotments rents	Allotment Holders	X	750.00		750.00
9	Heat Energy Project	26/09/2022		NatWest current account		Heat Project	Cambridge & Peterborough	X	15,000.00		15,000.00
7	Allotments	30/09/2022		NatWest current account		Allotments rents	Allotment Holders	X	35.00		35.00
8	Precept	30/09/2022		NatWest tax saver		Precept	Sevenoaks District Council	X	22,059.00		22,059.00
Total									37,844.00		37,844.00