

# SHOREHAM

Parish Clerk:  
Amanda Barlow

Amanda Barlow  
PO Box 618  
Sevenoaks  
TN13 9TW

# PARISH COUNCIL

07912 611048

[clerk@shorehamparishcouncil.gov.uk](mailto:clerk@shorehamparishcouncil.gov.uk)

You are hereby summoned to a Meeting of the Shoreham Parish Council to be held at **Shoreham Village Hall on Wednesday 17 May 2022 at 7.30pm**. Members of the Press and Public are warmly invited to attend.

Parish Clerk 8 May 2023

## **AGENDA for AGM and MEETING of SHOREHAM PARISH COUNCIL**

### **1. Annual General Meeting**

#### **1.1 Election of Chairman**

(Clerk in the Chair).

#### **1.2 Declaration of Acceptance of Office**

New Chairman to sign Declaration of Acceptance of Office

#### **1.3 Election of Vice Chairman**

#### **1.4 Members' Declaration of Acceptance of Office**

All members to sign their Declarations of Acceptance of Office

#### **1.5 Appointment of Committee and Working Parties**

- a) Planning
- b) Amenities
- c) Highways

### **2. To receive any apologies for absence.**

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

### **4. Public Forum**

### **5. County/District Councillor Reports**

### **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**

### **7. To confirm the Parish Council meets the requirement to gain the General Power of Competence (GPC)**

### **8. To carry out co-options to fill the vacancies on the Parish Council following the elections on 4 May 2023.**

### **9. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 5 April 2023**

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

- a. Tennis courts
- b. Coronation Celebrations

**11. Shoreham Woods**

To discuss and agree next actions, if appropriate, following the meeting on 10 May 2023

**12. A225 Speed Reduction Project**

To receive an update

**13. Correspondence and Information**

- a) General Correspondence
- b) Elections
- c) Request to use Shoreham Recreation Ground

**14. Finance**

- a) To agree items received, payable and paid

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

- a) Planning (if required) Meeting – Wednesday 31 May 2023
- b) Planning (if required) and Council Meeting – Wednesday 7 June 2023
- c) **Annual Parish Meeting – Wednesday 24 May 2023 at 7pm - Shoreham Village Hall**

Amanda Barlow, Clerk to Shoreham Parish Council

## **Agenda Item 1. Annual General Meeting**

### **1.1 Election of Chairman**

(Clerk in the Chair).

### **1.2 Declaration of Acceptance of Office**

New Chairman to sign Declaration of Acceptance of Office

### **1.3 Election of Vice Chairman**

### **1.4 Members' Declaration of Acceptance of Office**

All members to sign their Declarations of Acceptance of Office

As a co-option will take place at this meeting this item will be deferred to the next Council meeting in June.

### **1.5 Appointment of Committee and Working Parties**

- a) Planning
- b) Amenities
- c) Highways

## **Agenda Item 2. To receive any apologies for absence.**

Apologies received from Cllr Rachel Waterton (District), Cllr Edwards-Winsor (District) and Cllr Irene Roy (District) and Cllr Roger Gough (County)

The District Cllrs advised that due to purdah there is nothing to report. They are attending the Annual Parish Meeting on 24 May 2023.

## **Agenda Item 3. To receive any disclosures of interest from members in respect of items of business included on the agenda for the meeting.**

Members to complete their DPI forms.

## **Agenda Item 7. To confirm the Parish Council meets the requirement to gain the General Power of Competence (GPC)**

All Councillors are elected and the Clerk holds the CiLCA qualification.

The GPC was introduced under the Localism Act 2011 (s1-8) for local councils in England that have met certain conditions. This power allows a council to do anything an individual can do unless it is prohibited by the power or by other legislation.

To meet the criteria to use GPC a council must have the following<sup>1</sup>:

1. The number of elected members must be equal to or greater than 2/3rds of the total number of members of the council
2. The Clerk must be suitably qualified, with Cilca, CertHE in Local Policy or equivalent or Level 4 of Community Governance

When a council decides at a Full meeting that it meets the criteria then it must make a resolution which is clearly minuted. It must then make a new resolution at every subsequent relevant annual meeting (the annual meeting that takes place after the election of a new council).

Shoreham Parish Council meets these requirements.

**Agenda Item 8. To carry out co-options to fill the vacancies on the Parish Council following the elections on 4 May 2023.**

1. When a vacancy arises on the Parish Council the Clerk informs Sevenoaks District Council (SDC) immediately.
2. SDC then issue a Notice of Vacancy. The Notice advised that if anyone wants to call an election, they must inform by a certain date.
3. If no-one comes SDC inform the Clerk that the Parish Council can co-opt a Member .
4. The Parish Council is then free to co-opt a Member.
5. If, in the local election, there are insufficient candidates those who are and remain validly nominated are declared elected.
6. For Shoreham Parish Council there were 8 vacancies:
  - a. 6 for Shoreham Village
  - b. 1 for Romney Street
  - c. 1 for Well Hill
7. This means:
  - a. Cllrs Histed, Powell and Owen were elected for Shoreham Village and there are 3 vacancies
  - b. Cllr Jeffery was elected for Romney Street
  - c. There is 1 vacancy for Well Hill.
8. Under the Representation of People Act 1985, s 21 the Parish Council can elect to fill the vacancies, without issuing a Notice of Vacancy etc, within 35 days of the election.

The four candidates for co-option are:

Roy Blamey  
Alice Montgomerie  
Martin Sheward  
John Thorpe

The co-option forms are confidential and only circulated to Members.

**Agenda Item 9. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 5 April 2023**

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

*Shoreham Village Hall 5 April 2023 at 7:30pm*

*Present: R Blamey, B Jeffery (Chair), N Powell and M Sheward*

*Also Present: 7 members of the public (in part), Cllr I Roy (District) (in part), Cllr J Edwards-Winser (District) (in part), Amanda Barlow (Clerk)*

*Apologies: Cllr R Gough (County) (in part), Cllr R Waterton (District), Cllrs Histed, Cockburn and Hibbins*

*Public Forum: None*

*In the absence of Cllr Histed it was agreed that the Vice Chair, Cllr Jeffery would Chair the meeting.*

*1. To receive any apologies for absence.*

*Apologies were received and accepted from Cllrs Gough (County) Hibbins, Cockburn and Histed.*

*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*

*Cllr Irene Roy (District) advised:*

- The A225 Speed reduction proposal was agreed at the JTTC and is in the design phase and is planned for the Autumn.*
- Cllrs Roy, Jeffery, Powell and Histed with the Clerk met last week to discuss the main issues to raise with Highways.*
- The following items were considered to add on to the*
  - Red surfacing on A225*
  - Vehicle Activated Indicator machine*
  - Pedestrian refuge island*
  - 20mph zone*
  - Safety around the George Bend.*
- Cllrs Roy, Powell and Jeffery met with the new Kent Highways Officer, Nigel Rowe*
- The plan is to push forward the proposals.*
- Members asked about the new steps to link the pathway to the new Shoreham Path and he will confirm if there is any objection from Highways.*
- Highways agreed to look at double yellow lines to prohibit parking by the station.*
- The Clerk was asked to write to residents to cut a bush back as it is cover the signage at top of Church Street.*

***Cllr Roy reminded residents that they will need photographic ID for the elections on 4 May 2023. You can reply for a proxy vote or postal vote but must do so by 18 April 2023.***

*Cllr Edwards-Winser (District) advised that SDC have made £1.8million available for the new leisure centre operative and golf courses. A paper with more information is attached at Appendix A.*

*Cllrs Roy and Edwards-Winser left the meeting.*

*4. 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.*

5. *To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 1 March 2023*

***Members resolved to agree the minutes of 1 March 2023.***

6. *Matters arising from the minutes not covered by Agenda items*

6.1 *Re-surfacing of Tennis Courts/MUGA  
The area around the recreation ground is being cleared and the work is due to start in mid April providing the ground is not too soft.*

6.2 *Refurbishment of Public Convenience  
The refurbishment has been completed.*

6.3 *Bollards  
Cllr Jeffery met with residents who were concerned about the location of the bollards and a new location was agreed.*

6.4 *Defibrillators  
They are all in place and registered.*

*Platform 2 at the station  
Darenth valley golf club reception  
Outside The Kings Arms  
Outside The Village hall  
Outside The Samuel Palmer  
Outside The Crown  
Entrance to Kingsdown Meadow, Romney Street  
The phone box outside The Rock and Fountain Pub (now closed)*

6.5 *Jubilee Gate  
  
The PCC thanked the PC for the donation towards the new Jubilee Gate.*

6.6 *Woods around Shoreham  
  
Cllr Sheward advised that he had responded to the email traffic about the woods.*

***Members agreed that the Parish Council should meet with the Sevenoaks Tree Officer and asked the Clerk to next meeting of the Full Council on 17 May 2023.***

## ***7. Highways Working Party***

*Verbal update from Cllrs Jeffery and Powell following meeting with Nigel Rowe of KCC Highways on 5 April 2023.*

*This item was covered under Agenda Item 3. District Councillor report.*

## ***8. The Coronation***

*8.1 Grant for Shoreham Parish party*

***Members resolved to award a grant of £1,000 to Henry Desmond to support the party at Shoreham recreation ground to celebrate the Coronation of HM The King.***

*8.2 British Legion*

- Members agreed that they would get a quote to get the War Memorial repaired.***
- Members resolved that the British Legion could plant an oak tree in The Centenary Wood.***

### 8.3 Bench

**Members resolved to purchase the bench to celebrate the coronation of HM The King.**

## 9. Shoreham Path

9.1 Construction of steps to link footpath SR32 to new Station Road path.

Members are awaiting a response from

## 10. Correspondence

### 10.1 Elections 2023

Members noted that the election will be uncontested, 3 existing Members will be re-elected to the Council and one new person has been elected. The Clerk advised that Members will be able to co-opt people to fill the other vacancies.

### 10.2 Kent Police

Noted.

### 10.3 General Correspondence

Noted at Appendix A.

## 11. Finance

11.1 To agree items paid, payable and received

**Members resolved to agree the payments as at Appendix B.**

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

12.1 Planning (if required) Committee – Wednesday 19 April 2023

### New Council Meetings

12.2 Parish Council Meeting and Annual General Meeting – Wednesday 17 May 2023

12.3 Annual Parish Meeting – Wednesday 24 May 2023

Amanda Barlow, Clerk to Shoreham Parish Council

## **Appendix A – Correspondence**

*Correspondence 1 March to 3 April 2023*

1. *SDC - **Sevenoaks District residents need photo ID to vote at elections in May***
2. *Sevenoaks District Council: Council supports Great British SpringClean!*
3. *Sevenoaks District Council: EV charging point tipped to be popular with taxi drivers*
4. *KALC - Coronation information*
5. *KALC - Queen's green Canopy*
6. *Sevenoaks District Council: Solar power made easy*
7. *SDC - Hop along the TN Bunny Trail this Easter*



## Appendix B – Items Paid, Payable and Received

## Items received 1 March to 31 March 2023

3 April 2023 (2022-2023)

Shoreham Parish Council  
RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
18	Tennis courts	08/03/2023		NatWest current account		Tennis Subscription	Bill Lattimer	X	20.00		20.00
19	Toilets	08/03/2023		NatWest current account		Energy	EDF Energy	X	150.00		150.00
17	Allotments	14/03/2023		NatWest current account		Allotments rents	McLaren 49W	X	20.00		20.00
<b>Total</b>									<b>190.00</b>		<b>190.00</b>

## Items paid 1 March to 31 March 2023

3 April 2023 (2022-2023)

Shoreham Parish Council  
PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
188	Broadband	01/03/2023	Broadband	Mrs A C Barlow	X	10.00		10.00
189	Office Rent/Storage	01/03/2023	Office Allowance	Mrs A C Barlow	X	30.00		30.00
197	Heat Energy Project	02/03/2023	Heat Network Committee Hall hire and sundries	Heather Sillitoe	L	85.29	4.90	90.19
195	Computer/Printer Consu	02/03/2023	Website	Hugo Fox	S	29.99	6.00	35.99
196	Hall/Emergency Room Hi	02/03/2023	Hall hire	Shoreham Village Hall	X	60.00		60.00
224	Toilets	02/03/2023	Water charges	Castle Water	X	31.66		31.66
225	Allotments	02/03/2023	Water charges	Castle Water	X	53.08		53.08
194	Clerk's mileage	02/03/2023	Mileage	Mrs A C Barlow	X	55.08		55.08
229	Toilets	06/03/2023	Electricity	EDF Energy	X	191.00		191.00
207	Refuse freighter	08/03/2023	Refuse freighter	Sevenoaks District Council	S	152.80	30.56	183.36
210	Tennis Court Resurface :	08/03/2023	Tennis Court Resurface Deposit	Trevor May Contractors Ltd	S	8,905.50	1,781.10	10,686.60
228	Office telephone	08/03/2023	Office telephone	O2	S	11.55	2.31	13.86
208	Subscriptions - KALC/SLU	08/03/2023	ICO subscription	Information Commissioner	X	40.00		40.00
209	Subscriptions - KALC/SLU	08/03/2023	CPRE Annual Subscription	CPRE	X	36.00		36.00
226	Toilets	28/03/2023	Water charges	Castle Water	X	31.66		31.66
227	Allotments	28/03/2023	Water charges	Castle Water	X	53.08		53.08
211	Trees	31/03/2023	Tree planting	SL Tree Care	S	1,145.00	229.00	1,374.00
212	Trees	31/03/2023	Tree work at Cricket Club	SL Tree Care	S	1,445.00	289.00	1,734.00
214	Emptying litter bins	31/03/2023	Emptying Litter Bins	Sevenoaks District Council	S	104.00	20.80	124.80
215	Dog waste bins	31/03/2023	Empty dog waste bins	Sevenoaks District Council	S	237.90	47.58	285.48
217	Refuse freighter	31/03/2023	Refuse freighter	Sevenoaks District Council	S	152.80	30.56	183.36
222	Heat Energy Project	31/03/2023	Heat Network Committee Hall hire and sundries	Heather Sillitoe	S	24.49	4.90	29.39
213	Notice Boards	31/03/2023	Notice Board	Earth Anchors	S	1,320.00	264.00	1,584.00
218	Printing Gazette/Shoreh	31/03/2023	Printing Shoreham Post	St Peter & St Paul Church	X	72.36		72.36
216	Defibrillators	31/03/2023	Defibrillators	7Oaks Electrical Ltd	X	290.00		290.00
220	Allotments	31/03/2023	Collected Maintenance Charges	Shoreham Allotment Association	X	280.00		280.00
219	Darent Valley Community	31/03/2023	Grant	Kent County Council	X	1,000.00		1,000.00
221	Clerk's mileage	31/03/2023	Mileage	Mrs A C Barlow	X	44.56		44.56
223	Heat Energy Project	31/03/2023	Heat Network Committee Hall hire and sundries	Heather Sillitoe	X	60.80		60.80

## Items to be paid @ 5 April 2023 (2023-24 Year)

5 April 2023 (2023-2024)

Shoreham Parish Council  
PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
1	Broadband	01/04/2023	Broadband	Mrs A C Barlow	X	10.00		10.00
2	Office Rent/Storage	01/04/2023	Office Allowance	Mrs A C Barlow	X	30.00		30.00
7	Computer/Printer Consu	06/04/2023	Website	Hugo Fox	S	29.99	6.00	35.99
5	Grasscutting Shoreham	06/04/2023	Grass cutting	GF Garden Maintenance	X	215.00		215.00
4	Clerk's mileage	06/04/2023	Mileage	Mrs A C Barlow	X	34.56		34.56
10	Payroll	06/04/2023	Payroll	DM Payroll Services Ltd	X	204.00		204.00
6	Toilets	06/04/2023	Repairs to public convenience	Nick's Helping Hand	X	140.00		140.00

**Agenda Item 10. Matters arising from the minutes not covered by Agenda items**

**a. Tennis courts**

From: tim <tim@trevormay.co.uk>  
Sent: Monday, May 15, 2023 10:36 am  
To: brian.jeffery@shorehamparishcouncil.gov.uk  
Subject: RE: Shoreham Parish Council

Hi Brian,

Thanks for your email. Yes, the wettest start to a year in a long while- and rain again last night and first thing this morning. We have the job pencilled in for June, but when next month we can start is difficult to predict at the moment. Frustrating for us all!

From past experience it will probably take 3 to 4 weeks of reasonably dry / warm weather for the ground to dry out enough to run our lighter weight material moving equipment across the grass, which is the only route in. (The route we looked at when we last met you on site.)

We will visit again in a week or so to inspect the ground conditions and give an update then. We are keen to get this job completed as soon as it is viable to do so.

Kind regards,

Tim

Tim Freeman  
Projects Director  
for Trevor May Contractors Limited

**b. Coronation Celebrations**

Awaiting update from Henry

**c. Electric Charging Points**

Hi Amanda/Jonathan

We discussed at a PC meeting many months ago the feasibility of installing EV charging points in the car park.

The KCC grant for electric charging points is in its third and final phase and ends on the 27th May.

I spoke with Conor Ward at KCC Highways and he visited the car park on Filston Lane last Wednesday to discuss the opportunity for SPC to be considered for the final phase.

The cost to SPC would be zero. Funding comes from KCC 60% and SDC 40%.

The installation is done by their approved contractors, car park space marking, signage, maintenance, damage will all be covered by the installer.

The installation is subject to survey by UK Power Networks.

The chargers will be 2 X 7kwh unless they find a 3 phase supply, in that case they could be a quicker charger.

The council will have to sign a 7 year contract, after this they will appraise the usage to see if we had a need more chargers or remove the units.

I have filled the forms out and surveyed all the roads to give them the information they need to consider our application.

This isn't an automatic process, they will have many applications to judge on the information they receive but he thinks we should be successful on what he saw when we met.

In short if we go ahead it will not cost the PC anything, neither will we receive any payment, it will just be a facility for residents and visitors.

Do you want me to forward the documents to him?

Kind regards

Brian

### Agenda Item 11. Shoreham Woods

To discuss and agree next actions, if appropriate, following the meeting on 10 May 2023

Answer to monitoring of noise and pollution from Richard Taylor

From: Richard Taylor <Richard.Taylor@sevenoaks.gov.uk>  
Sent: Tuesday, May 16, 2023 9:04 am  
To: Brian Jeffery <brian.jeffery@shorehamparishcouncil.gov.uk>  
Cc: David Crouch <David.Crouch@sevenoaks.gov.uk>; Cllr Edwards-Winser, John <cllr.edwards-wins@sevenoaks.gov.uk>; Ray Froud <Ray.Froud@sevenoaks.gov.uk>; Ryan Gevaux-Ross <Ryan.Gevaux-Ross@sevenoaks.gov.uk>  
Subject: RE: Meeting with Shoreham Parish council Wed 10th.

Hi Brian,

For your meeting this evening, please find below the response I have received from our Environmental Health Manager, in relation to a few questions posed last Wednesday regarding pollution monitoring. Please share as required.

Kind regards  
Richard

Hi Richard,

We do not undertake any air quality monitoring in or near Shoreham Woods nor is it likely that Highways England would do so.

Most air quality monitoring is for the purpose of establishing human exposure to nationally defined pollutants (most commonly on an annualised exposure limit). As there are no relevant properties in this area in which receptors (humans) would be continuously exposed to pollutants there is no legal duty to undertake this monitoring.

SDC do have a passive diffusion tube located close to the M25 at Brasted and this indicates (2022 data) that NO<sub>2</sub> levels are well within legal compliance levels very close to the carriage way. Air Pollution from vehicle exhausts dissipates quickly and therefore worst air quality normally occurs within a few meters of the carriage way. The Brasted measurement is therefore likely to be illustrative of worst case and there is nothing to suggest it would not be representative of conditions in/ around Shoreham Woods.

PM<sub>2.5</sub> (small particulates that can get into lungs and then be absorbed into the blood stream) are currently monitored and modelled via a national network of specialist air quality stations. The resulting mapping (available at <https://uk-air.defra.gov.uk/data/gis-mapping/>) again indicates that air quality within Shoreham Woods is likely to be within current (20ug/m<sup>3</sup>) and future (10ug/m<sup>3</sup> by 2048) limits. I would always caution that there may be localised sources of air pollution (particularly PM<sub>2.5</sub>) that are not accounted for by national modelling. Domestic burning for example generates significant volumes of PM<sub>2.5</sub> but cannot be fully accounted for within the model. Such incidents at Shoreham Wood are likely to be rare.

With consideration to the above information, I would suggest that it is highly unlikely that Shoreham Woods is affected by air quality that does not meet national objective levels.

From: Richard Taylor <[ Richard.Taylor@sevenoaks.gov.uk ](mailto:Richard.Taylor@sevenoaks.gov.uk)>  
Sent: Thursday, May 11, 2023 5:10 pm  
To: Brian Jeffery <[ brian.jeffery@shorehamparishcouncil.gov.uk ](mailto:brian.jeffery@shorehamparishcouncil.gov.uk)>  
Cc: Ray Froud <[ Ray.Froud@sevenoaks.gov.uk ](mailto:Ray.Froud@sevenoaks.gov.uk)>; Ryan Gevaux-Ross <[ Ryan.Gevaux-Ross@sevenoaks.gov.uk ](mailto:RyanGevaux-Ross@sevenoaks.gov.uk)>; David Crouch <[ David.Crouch@sevenoaks.gov.uk ](mailto:David.Crouch@sevenoaks.gov.uk)>  
Subject: RE: Meeting with Shoreham Parish council Wed 10th.

Dear Brian,

Many thanks to you and Jonathan for hosting last night's meeting, we hope it was informative and of benefit to the residents.

Further to the apparent enthusiasm for some guided walks which the team will lead for any interested parties, we would provisionally propose the below dates;

Wednesday 31st May – 10.00 to 13.00  
Monday 3rd July – 13.00 to 16.00  
Tuesday 22nd August – 08.00 to 11.00

Please let us know your thoughts on this, and if agreeable David will organise and communicate directly through the parish council. If there is a fair number of residents who would like to undertake a guided walk on a weekend due to working commitments, we would be happy to organise this.

Kind regards  
Richard

Richard Taylor  
Commercial Operations & Trading Manager

Sevenoaks District Council  
Council Offices | Argyle Road | Sevenoaks | Kent | TN13 1HG  
Dunbrik Depot | 2 Main Road | Sundridge | Kent | TN14 6EP

**Agenda Item 12 A225 Speed Reduction Project**

To receive an update

-----Original Message-----

From: "Cllr Roy, Irene" <cllr.roy@sevenoaks.gov.uk>

Sent: Monday, 15 May, 2023 6:41pm

To: "brian.jeffery@shorehamparishcouncil.gov.uk" <brian.jeffery@shorehamparishcouncil.gov.uk>, "neil powell"

Cc: "Parish.Council, Shoreham" <clerk@shorehamparishcouncil.gov.uk>, "Jonathan Histed"

Subject: Fw: A225 scheme - 22-EXT-SE-281

Dear All,

Just to let you know that I have now heard from the KCC Officer we met, see his email below.

We have arranged to speak on Friday morning.

I will let you know how that goes.

Not sure whether I will be able to make the AGM but will be with you for your Annual meeting.

Irene

Cllr Irene Roy

District Member for Otford & Shoreham

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From: Nigel.Rowe@kent.gov.uk <Nigel.Rowe@kent.gov.uk>

Sent: 12 May 2023 15:02

To: Cllr Roy, Irene <cllr.roy@sevenoaks.gov.uk>

Subject: RE: A225 scheme - 22-EXT-SE-281

Hello Irene,

I hope you are well. Please accept my apologies for the time in getting back to you, I have just returned after some time off following an op and am playing a lot of catch up.

Absolutely, a chat would be best for me. Are you free Fri 19/5, I can do anytime up to lunchtime. If that is OK I will send you a teams link.

Look forward to hearing from you.

Best wishes

Nigel

Nigel Rowe | Community Engagement Officer (West) | Road Safety & Active Travel Group | Highways, Transportation & Waste | Kent County Council |

03000 41 81 81|[www.kent.gov.uk/highways](http://www.kent.gov.uk/highways)

From: "brian.jeffery@shorehamparishcouncil.gov.uk" <brian.jeffery@shorehamparishcouncil.gov.uk>  
Sent: Thursday, 13 April, 2023 4:43pm  
To: "clerk@shorehamparishcouncil.gov.uk" <clerk@shorehamparishcouncil.gov.uk>  
Cc: neil.powell@shorehamparishcouncil.gov.uk  
Subject: RE: FW: A225 scheme - 22-EXT-SE-281

Dear All,

A little bit disappointed with the reply from Nigel.

He's asking for payment for a scheme which we have neither seen, nor had any input or agreed.

No mention of the car park direction sign opposite the junction with Mill Lane.

No advise on our proposed link to the footpath on Station Road

No mention of the parking restriction at the top of Station Road

No mention of the buff surfacing at the Samuel Palmer bend

No mention of the change of Unsuitable for HGV's signs on Magpie Bottom

I think that's all

Regards Brian

From: Nigel.Rowe@kent.gov.uk  
Sent: Thursday, 13 April, 2023 3:16pm  
To: clerk@shorehamparishcouncil.gov.uk  
Cc: irene.roy@kent.gov.uk  
Subject: A225 scheme - 22-EXT-SE-281

Hi Amanda,

I hope you are well. It was good to meet with Cllrs Irene Roy, Neil Powell and Brian Jeffery last week and I am grateful for them taking time to show me the various areas of concern around Shoreham. I have been busy piecing together what has previously gone on here and there is still some work to do, but I have covered the following:

Regarding the A225 scheme. The TRO for the 40mph / 50mph was advertised in September 2022. It went to JTB in December where members voted for the speed limit reduction to go ahead. At this stage we wouldn't look to add or take away from the current order (any additions would have to be readvertised and start the TRO process all over again). All that remains is for us to Make the Order; the date to coincide with the proposed construction date (once agreed with Amey and following confirmation of payment by yourselves). I believe you have now paid the design fee and are keen to get things moving. The final cost of the scheme is £6904.38, I will raise an invoice for this amount as soon as possible, if that is all in order.

We chatted about the 20mph limit proposal for the village centre but upon making enquiries it appears that nothing has been done from this. I am happy to get things moving on this if you wish. This will require the usual assessments, informal and formal consultations though. If you could let me know please.

I know some width restriction signs were missing, could you just confirm the exact ones, and I will raise this with Mike Payton.

With regards to HGV restrictions, I am told the width restriction should cover this thus negating the need for additional signage.

I hope that all makes sense but let me know if you need any clarification.

Many thanks and best wishes

Nigel

Nigel Rowe | Community Engagement Officer (West) | Road Safety & Active Travel Group | Highways, Transportation & Waste | Kent County Council |  
03000 41 81 81|[www.kent.gov.uk/highways](http://www.kent.gov.uk/highways)

## Agenda Item 13. Correspondence and Information

### a) General Correspondence

5 April to 17 May 2023

#### 1. From Cllr John Edwards-Winser (District)



#### 2. KENT COUNTY COUNCIL HIGHWAYS SOFT LANDSCAPING WORKS PROGRAMME 2023/2024

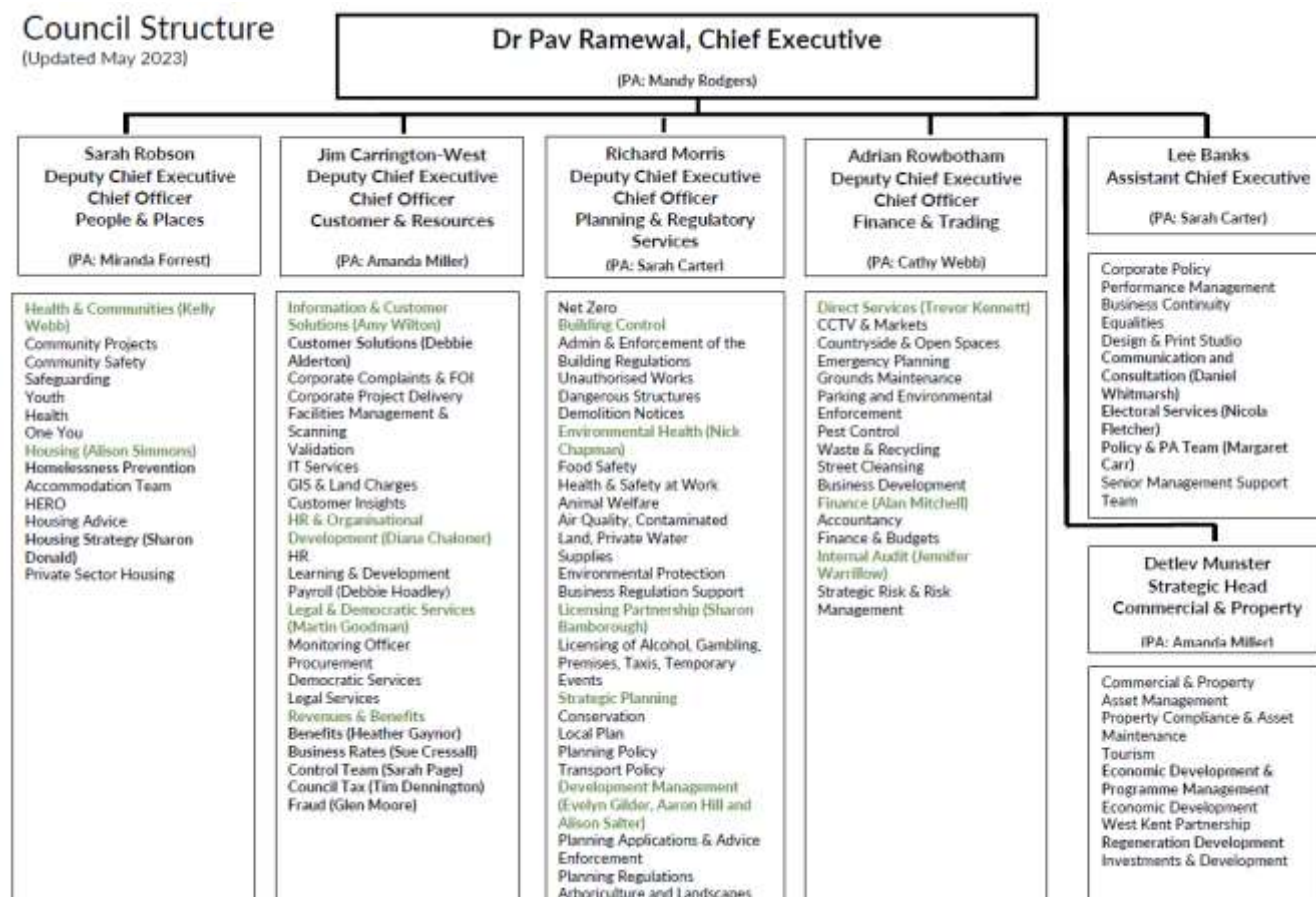
(for a copy please ask the Clerk)



### 3. SDC Structure May 2023

#### Council Structure

(Updated May 2023)





#### 4. Kent Police Newsletter

# Your Local Police Newsletter

April 2023

Dear Parishes,

Firstly apologies for missing the March newsletter- this will be a spring edition!

This is a more generic newsletter for the Sevenoaks district, within are the updates that we think will be of interest to yourselves and residents.

It has been the time for the Parish AGM's, I have endeavoured along with the PCSO's to attend as many as possible and apologise to those who we could not get to. Receiving face to face feedback be it positive or not is so important for us to understand how communities feel about problems in their areas.

### Swanley & Local areas

A large number of Anti-social behaviour warning letters have been issued to youths and their parents in the Swanley area following issues in the centre where frequent hoax calls have been made from a telephone kiosk. Also, to youths identified lighting fires in bins. Sometimes these measures seem disproportionate to the offence, but our current guidelines are to deter young people away from the criminal justice route.

The CSU supported trading standards in an operation targeting the sale of illegal tobacco, cigarettes and vapes from a shop in Swanley. This was not just a tax evasion exercise but a concern for health matter as most of the vaping material did not comply to any European standard.

Police worked with the town council in Swanley to move on an unlawful encampment, the travellers are in the area for a couple of funerals so although are moved are still in the Kent area.

### New Ash Green & Local areas

A suspect who breached his criminal behaviour order by committing further a theft from a store in New Ash Green will be charged for that offence adding more to their penalty.

Current work is being undertaken to identify a new group of youths causing problems in the centre area around businesses and vacant properties.

Several thefts from the Co-Op have been reported to the Police although it is apparent that several businesses are reluctant to report incidents to the Police and report it to the Community Warden instead. Police are working with SDC to formulate a letter for local businesses to encourage reporting to Police direct, advice around dealing with persons causing problems and to support one another.

Large Nitrous Oxide gas bottles that have been located unfortunately as the law stands is not a police matter. Persons are at liberty to purchase the gas and use it without breaking the law. It is a shame they do not dispose of the cannisters that litter many areas. Legislation has and is being reviewed by Government around the use of Nitrous Oxide. (laughing Gas)

### Sevenoaks & Local areas

Proposals for a Public space protection order are being progressed through the Sevenoaks Council for the location of the Vine, it will aim to reduce anti social behaviour and the consumption of alcohol in the area if associated with ASB whilst allowing freedom for others using the location appropriately. In the interim period the Police have been utilising a Sect 34 dispersal order that is a temporary measure allowing Police officers to give a direction to persons to leave an area. This power is reviewed by an Inspector and is usually in place for up to 48 hrs at a time.

Best Bar None was also launched primarily in the town centre of Sevenoaks helping to provide safe areas of recreation for persons to eat and drink in. The scheme won an award for the best new national scheme.

**Sevenoaks town centre police have been working tirelessly to investigate town centre crimes and are pleased to inform you that we have identified several repeat offenders for numerous incidents and are looking to prevent offenders causing the most harm from returning through powers under the anti social behaviour act such as criminal behaviour orders and community protection warnings/notices.**

**What is a criminal behaviour order?** A criminal behaviour order (CBO) is a court order that restricts or prohibits an individual from engaging in specific behaviours or activities that are deemed to be criminal. CBOs are typically imposed on individuals who have been convicted of a criminal offence and are intended to prevent them from reoffending. The order may include requirements such as attending rehabilitation programs, staying away from certain places, and regularly reporting to the police. Breaching a CBO can result in arrest charge and imprisonment.

**Repeat shoplifter identified for further offences in the town**

A male suspect has been caught on CCTV stealing numerous items from a Boots store in Sevenoaks on 22/02/2023. The offender has been identified and linked to 4 other offences in town and is actively being sought. Police will be seeking a criminal behaviour order at court to prohibit him from the town.

**OP LISBON – Police arrest 2 males for distraction phone thefts in the town centre**

Two males have been jointly charged with the offence of conspiracy to Steal between February 5th and March 7th, 2023 in Kent. One of the males is also separately charged with the additional offence of Burglary on March 6th, 2023. The charges stem from several incidents where a male entered various businesses in Sevenoaks town centre and placed paperwork over employees' phones, stealing them. The suspect wore a black jacket with a white fleece lining, a navy-blue baseball cap, blue jeans, and black trainers. One other incident included a burglary at a residential property in Westerham. On March 6th, 2023, Police arrested a male after pulling over a vehicle, which was linked to a burglary on March 2nd, 2023. On March 10th, 2023, a second male was arrested by Police. Both have been charged and remanded into police custody and will appear at Maidstone Crown Court on 28/04/2023.

**Police crackdown on female causing long term issues to businesses in the town centre**

Despite being previously served with a community protection notice, a woman with a history of offending in the town centre has been caught stealing from M&S in Sevenoaks on 12/03/2023. The female has been interviewed and reported for the latest offense.

The police are now taking action to prevent the woman from re-offending in the town or elsewhere by seeking a criminal behaviour order at court.

**Police identify a suspect for 2 x burglaries in the town centre**

Two burglaries have taken place in outbuildings in Sevenoaks town centre, on the 14th and 16th of March, 2023. A male suspect on a bike has been identified as entering the unoccupied buildings in the middle of the night and stealing items from within.

Police are actively seeking the suspect, who has been identified. Please remain vigilant and report any suspicious activity. If you have any information regarding these incidents, please contact the police as soon as possible.

**Police arrest suspect for theft of £2k of product from Waitrose**

Sevenoaks town centre officers arrested a suspect in connection with a theft that occurred at the Waitrose store on 14/04/2023. The suspect entered the store and concealed £600 worth of cosmetics in his bag. Thanks to local authority CCTV, the suspect was quickly tracked down, and the police were able to apprehend him in the town centre.

The stolen goods were recovered, and the suspect was taken into custody. Upon further investigation, it was discovered that the suspect had been involved in a similar theft that occurred on 04/04/2023, where he was reported to have stolen £1400 worth of goods. The male has been charged and bailed to court to appear at Sevenoaks magistrates on 15/05/2023

**PC Nick Hubbard says “We would like to remind the public that police are working closely with local businesses to ensure that our communities are safe and secure.**

**We want to assure you that we are committed to maintaining the safety of our community and will continue to work tirelessly to identify and bring to justice those who commit crimes in Sevenoaks town. We urge you to remain vigilant and report any suspicious activity to us immediately.”**

**Edenbridge & Local areas**

Officers from the Community Safety Unit attended the Youth Club at the Baptist Church on Friday the 3<sup>rd</sup> March. We are glad to see such a positive group within the community and so well attended by a very energetic younger generation.

Due to several reports of incidents involving weapons a section 60 stop and search power was put in place over part of the easter holiday. This enabled officers to have wider powers when dealing with persons and allowed searches if they were in a specified location.

Penshurst Village annual meeting was attended where concerns were raised on how hard it was to report incidents in to the Police and that members of the public now didn't bother. It is accepted that the 101 system is notoriously busy but for non emergency calls on line reporting will always ensure that we are kept informed of incidents in your area.

We continue to receive calls in relation to youths with catapults, this is across the area and not isolated. It is another problem for the Police as possession of a catapult is not an offence – it's what you do with it-making it difficult to confiscate them within the law.

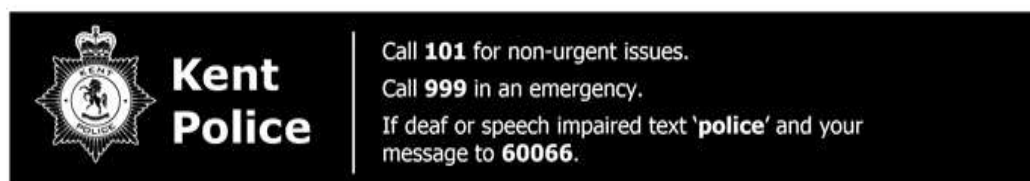
**Crime Prevention & General Advice**

Please keep us updated on any forthcoming meeting events in your communities. Although low on numbers we will still strive to attend these events.

*If you want local alerts to your area and to be able to reply with any relevant information please sign up below.*








**My Community Voice Kent: Home Page**

Is there a speedwatch group in your area that is now dormant? Would you like help to set up a new one or revitalise an old one. Contact speedwatch [www.communityspeedwatch.org](http://www.communityspeedwatch.org) or e-mail Sevenoaks CSU [csu.sevenoaks@kent.police.uk](mailto:csu.sevenoaks@kent.police.uk) for assistance.



## b) Elections Sevenoaks District Council

## Election results by party

Party name	Seats won	% of votes
 Conservative	33	51%
 Liberal Democrats	14	28%
 Green Party	4	11%
 Independent	3	5%
 Labour	0	5%
 Reform UK	0	< 1%
 Social Democratic Party	0	< 1%
Turnout:	33%	






## Otford &amp; Shoreham - results

Election Candidate	Party	Votes	%	Outcome
 John Edwards-Winser	Conservative	759	30%	<b>Elected</b>
 Irene Roy	Conservative	639	25%	<b>Elected</b>
 Benedict Bannister	Liberal Democrats	427	17%	Not elected
 Iain Porter	Liberal Democrats	402	16%	Not elected
 Maya Forth	Green Party	294	12%	Not elected

## Voting Summary

Details	Number
Seats	2
Total votes	2521
Electorate	3647
Number of ballot papers issued	1397
Number of ballot papers rejected	13
Turnout	38%

## Share of the votes (%)

John Edwards-Winser		Elected
	30%	
Irene Roy		Elected
	25%	
Benedict Bannister		Not elected
	17%	
Iain Porter		Not elected
	16%	
Maya Forth		Not elected
	12%	

## Voting Summary

Details	Number
Seats	2
Total votes	2521
Electorate	3647
Number of ballot papers issued	1397
Number of ballot papers rejected	13
Turnout	38%

c) **Request to use Shoreham Recreation Ground**

-----Original Message-----

From: "Charley Gifford"

Sent: Monday, 8 May, 2023 8:53pm

To: clerk@shorehamparishcouncil.gov.uk

Subject: Fundraiser

Hi. I am trying to organise a small fundraiser for Anthony roper pre-school, who are a registered charity. As such, they pour all of the money they receive back in to the Pre-school. In order to be able to enhance the environment and offer exciting and challenging activities for the children, they rely on voluntary contributions. I would like to use shoreham park to set up a few stalls and games to raise money. I would like to organise this for **the 25/06/23, 13:00-15:00**. I hope you are happy for me to do so as it would help out massively. It would be greatly appreciated by both staff and children at the preschool. Thank you for your time and consideration. I hope you are well and safe.

Thank you

Charley

-----Original Message-----

From: "louise norris" <

Sent: Sunday, 14 May, 2023 7:58am

To: "clerk@shorehamparishcouncil.gov.uk" <clerk@shorehamparishcouncil.gov.uk>, "Shoreham Parish Council" <clerk2012@shorehamparishcouncil.gov.uk>

Subject: Fw: Village Event

An addition ....

5 bands playing with various music, 4 are Shoreham based

Lou

----- Forwarded message ----- From: louise norris <loubyn2@yahoo.co.uk>To: clerk@shorehamparishcouncil.gov.uk <clerk@shorehamparishcouncil.gov.uk>Sent: Saturday, 13 May 2023, 21:51:04 GMT+1Subject: Re: Village Event

Dear Amanda

I would like to request to use the Recreation Ground on **15th July from 12 to 10.30pm.**

My aim is to run a music and beer festival which has been in planning since last Oct.

It is a community event sponsored by Stay Wild Brewery which is a small micro brewery in Shoreham.

The bands are local to the Village

The aim is to have 1. A beer van selling craft beer2. Potentially a food van3. Coffee box 4. ice cream van5. Silent disco6, Face painting 7. Darent Valley Partnership have been invited with their activity van

I have already booked the Village Hall for use of toilets.

Insurance is being sought and a temporary events licence is underway just pending confirmation of location,

If the event is successful I am hoping to run it every 2 years opposite the midsummer festival and try to revive the Village Fete. It is not possible this year to do fete and the music festival but this is the plan for the future.

If permission is granted we may have to set up some of the equipment the night before,

Please can this be considered by the Committee on the 17th May as if permission is not given I will need to find another venue.

Thank you

Lou Norris

**Agenda Item 14. Finance****a) To agree items received, payable and paid****Items Paid 1 April to 30 April 2023**

17 May 2023 (2023-2024)

**Shoreham Parish Council  
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
2	Office Rent/Storage	01/04/2023		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
1	Broadband	01/04/2023		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
23	Car Park	03/04/2023		NatWest current account		Business Rates	Sevenoaks District Council	X	85.62		85.62
24	Toilets	04/04/2023		NatWest current account		Electricity	EDF Energy	X	191.00		191.00
25	Office telephone	05/04/2023		NatWest current account		Office telephone	O2	S	11.55	2.31	13.86
5	Grasscutting Shoreham	06/04/2023		NatWest current account		Grass cutting	GF Garden Maintenance	X	215.00		215.00
7	Computer/Printer Consumables	06/04/2023		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99
10	Payroll	06/04/2023		NatWest current account		Payroll	DM Payroll Services Ltd	X	204.00		204.00
6	Toilets	06/04/2023		NatWest current account		Repairs to public conveniences	Nick's Helping Hand	X	140.00		140.00
4	Clerk's mileage	06/04/2023		NatWest current account		Mileage	Mrs A C Barlow	X	34.56		34.56
29	Clerk's Pension	14/04/2023		NatWest current account		Clerk's pension	NEST	X	137.69		137.69
31	Stationery/Sundries	18/04/2023		NatWest current account		Stationery	Amazon	S	79.17	15.83	95.00
28	Street lighting	26/04/2023		NatWest current account		Street lighting	npower	S	32.93	6.59	39.52
27	Allotments	28/04/2023		NatWest current account		Water charges	Castle Water	X	40.11		40.11
30	Stationery/Sundries	28/04/2023		NatWest current account		Stationery	Amazon	S	79.17	15.83	95.00
26	Toilets	28/04/2023		NatWest current account		Water charges	Castle Water	X	31.66		31.66

**Items Received 1 April to 30 April 2023**

17 May 2023 (2023-2024)

**Shoreham Parish Council  
RECEIPTS LIST**

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1	Allotments	03/04/2023		NatWest current account		Allotments rents		X	20.00		20.00
2	Allotments	06/04/2023		NatWest current account		Allotments rents		X	20.00		20.00
3	Toilets	13/04/2023		NatWest current account		EDF refund	EDF Energy	X	160.56		160.56
5	Interest on Precept	28/04/2023		NatWest tax saver		Bank interest	NatWest Bank	X	22.02		22.02
4	Precept	28/04/2023		NatWest tax saver		Precept	Sevenoaks District Council	X	22,605.00		22,605.00
<b>Total</b>									<b>22,827.58</b>		<b>22,827.58</b>

**Items Paid 1 May to 16 May 2023**

17 May 2023 (2023-2024)

**Shoreham Parish Council  
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
22	Allotments	05/05/2023		NatWest current account		Grant for shed	Shoreham Allotment Association	X	1,500.00		1,500.00
13	Computer/Printer Consumables	05/05/2023		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99
15	Hall/Emergency Room Hire	05/05/2023		NatWest current account		Hall hire	Shoreham Village Hall	X	90.00		90.00
19	Subscriptions - KALC/SLC	05/05/2023		NatWest current account		KALC Subscription	KALC	S	565.85	113.17	679.02
16	Grasscutting Shoreham	05/05/2023		NatWest current account		Grass cutting	GF Garden Maintenance	X	215.00		215.00
12	Office Rent/Storage	05/05/2023		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
14	Printing Gazette/Shoreham Post	05/05/2023		NatWest current account		Printing Shoreham Post	St Peter & St Paul Church	X	43.75		43.75
21	Playground inspection	05/05/2023		NatWest current account		Playground Equipment Insurance	The Play Inspection Company	S	130.00	26.00	156.00
11	Broadband	05/05/2023		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
20	Grant	05/05/2023		NatWest current account		Grant for Coronation Party	Henry Desmond Productions	X	1,000.00		1,000.00
<b>Total</b>									<b>3,614.59</b>	<b>145.17</b>	<b>3,759.76</b>

**Items to be Paid @17 May 2023**

17 May 2023 (2023-2024)

**Shoreham Parish Council  
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
32	Toilets	17/05/2023		NatWest current account		Toilet Supplies	Goldservice Contract Cleaning	S	73.98	14.80	88.78
33	Clerk's mileage	17/05/2023		NatWest current account		Mileage	Mrs A C Barlow	X	36.72		36.72
<b>Total</b>									<b>110.70</b>	<b>14.80</b>	<b>125.50</b>

**Agenda Item 15.      Next meetings** (all starting at 7:30pm in Shoreham Village Hall unless otherwise stated)

- a) Planning (if required) Meeting – Wednesday 31 May 2023
- b) Planning (if required) and Council Meeting – Wednesday 7 June 2023
- c) **Annual Parish Meeting – Wednesday 24 May 2023 at 7pm - Shoreham Village Hall**

Amanda Barlow, Clerk to Shoreham Parish Council