

SHOREHAM

Parish Clerk:

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COUNCIL

MINUTES of an EGM of SHOREHAM PARISH COUNCIL

Shoreham Village Hall 11th August 2021 from 7:30pm

Present: Brian Jeffrey (in the Chair)
R Blamey, M Cockburn, S Hubble, N Powell and M Sheward

Also Present: 4 members of the Heat Network Committee; Peter Kasch, Heather Sillitoe,
Mike Sillitoe, Nick Copeman

Clerk: Suzanne Hubble (acting)

1. Apologies for absence were received from Cllr Jonathan Histed, Cllr Andrew Hibbins, Clerk Sarah Moon and William Latimer.
2. There were no disclosures of interest.
3. Heat Network Committee (“HN Committee”)

The HN Committee ran through the updates to the grant application form and specifically noted that section 1.10 Directors or Trustees, now references the Parish Council website page rather than directly providing individual councillor details. The final pricing details and consultant details will be added once the selection has been ratified by the Parish Council.

There was further discussion on the overall amount of the grant request and the HN Committee explained it will be broken down as follows:

£35,000 for the recommended consultancy fees

£1,500 for legal fees related to the creation of an exclusivity agreement for landowners

£900 for printing materials for community engagement

It was agreed that the remaining £2,500 should be requested for a) legal fees related to contract advice (to provide the Parish Council with funding to have the consultancy contract reviewed prior to execution) and b) legal fees related to the establishment of a new legal entity if required.

Cllr Sheward noted that section 1.8 needed to be updated to include legal fees for a new entity.

Cllr Powell sought assurances that all invoices would be reviewed and approved by the Parish Council prior to payment. It was confirmed that was the case and that if successful, the grant funds would only be released on submission of approved invoices and then paid directly to the Parish Council for onward distribution.

It was then RESOLVED that RCEF Stage 1 Grant Application form be approved for submission on Friday 13th August.

The HN Committee then explained that on completion of the selection exercise BHESCo had been selected as the recommended contractor. The BHESCo response had been provided to the Council members and it was agreed that the other responses would also be provided for completeness.

It was then RESOLVED that the recommendation of BHESCo as the selected consultant be approved.

It was then RESOLVED that Cllr Brian Jeffrey would sign the Grant Application Form on behalf of the Parish Council in the absence of the Chair and Clerk.

There was further discussion on the timelines for the grant assessment and potential subsequent phases. It was clarified that if the Stage 1 grant was successful that and Stage 2 grant application process would need a similar review and approval process and required a minimum of three competitive bids.

The meeting closed at 8 pm.