

**SHOREHAM**

Parish Clerk:

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**COUNCIL**

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

Remotely via Zoom 3<sup>rd</sup> February 2021 from 7:30pm

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

Also Present: 9 members of the public

District Councillor John Edwards-Winser  
County Councillor Roger Gough

Clerk: Sarah Moon

1. Apologies for absence were received from Cllr Blamey.
2. There were no disclosures of interest.
3. The minutes of the meeting held on Wednesday 6<sup>th</sup> January 2021 (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**

KCC have recently launched a consultation on their approach to road safety – Vision Zero. It differs from the current data led approach in that it recognises the need to take in account community concern. Although it cannot conjure up any more resources, it will hopefully set out a much more community minded approach. Vision Zero has been debated extensively at KCC and, as it is an important document, it will hopefully be positively received.

Anyone is able to respond to the consultation, the deadline for which is 15<sup>th</sup> March 2021.

[Consultation Homepage - Vision Zero: The Road Safety Strategy for Kent 2020 - 2026 - Kent County Council Consultations \(inconsult.uk\)](#).

On another highways matter, officers have responded to concerns over the gully on the A225 near Preston Farm and this seems to have been acted upon.

Finally, whilst there have been talks about postponing the May local council elections, the Prime Minister is very much pushing for this to go ahead and so it is highly likely that they will take place as originally planned.

**District Councillor's Report**

Following on from the January meetings and the discussions about the increased number of visitors, District Councillor John Edwards-Winser confirmed that he had spoken with the Community Support Unit at Sevenoaks District Council. He stated that the CSU had written to Otford businesses but have they written to those in Shoreham too?

SDC is still supporting its residents who are defined as being clinically extremely vulnerable. Its Customer Solutions team have made in excess of 350 calls many of which have lead to follow up calls to the NHS and Care for the Community as well as finding priority supermarket slots. Its Business Rates team has administered almost 2000 grants equating to £5.6million to various businesses and continue to do this. Any new businesses, who may not yet be on SDC's radar, should call and register as they may also be eligible for grants. Following these large pay outs, SDC are now waiting for reimbursement from central government.

#### **5. Chairman's Report**

The Chairman confirmed that members would soon be revisiting the Parish Council's Standing Orders in order to see if there is any way to improve the way in which meetings are run.

#### **6. Clerk's Report**

- Eynsford PC are seeking a reduction in the speed limit from the station in Eynsford south towards Preston Farm and have been in touch asking for advice as to how to go about this.
- The DVLP have now completed the Samuel Palmer trail and will shortly be installing way-markers at various locations around the parish. Several of these are planned to be installed on Parish Council property.
- The Clerk will be taking one week's annual leave during February half term (w/c 15<sup>th</sup> February) but will still facilitate the Planning Meeting on 17<sup>th</sup> February).

#### **7. Budget**

It was RESOLVED to approve the budget for 2021/2022 (Amenities portion as recommended by the Amenities and Services Committee at their meeting held on 21<sup>st</sup> October 2020).

#### **8. Precept**

It was RESOLVED to keep the precept the same for the year 2021/2022 at £43,200 and that the Clerk inform SDC immediately of this.

#### **9. Schedule of Meetings**

The Schedule of Meetings for 2021/2022 was agreed.

#### **10. Amenities Recommendations**

The following recommendations made by the Amenities Committee at their meeting held on Wednesday 20<sup>th</sup> January were discussed and decisions made as follows:

- To accept the quote for £150 to replace the fence to the right of the Village Hall;  
RESOLVED to accept.
- To accept the quote for £388 to replace the gate posts and fix the gates at the Cross;  
RESOLVED to accept.
- To accept the quote for £529 to repair the lights in the car park (or £83.20 per light if they are not all broken);  
RESOLVED to accept.
- That a budget of £75 be set to purchase a selection of 15 new trees (rowan, hornbeam, crab apple, wild pear and hazel) to be planted in the Centenary Wood;  
RESOLVED to accept.
- To agree to purchase and install an extra litter bin to be positioned near the Vicarage in Station Road at a cost of £300 plus £150 to install (as long as the bin is situated on the highway, there would be no charge for emptying it).
- RESOLVED to accept.

An objection from a member of the public was noted.

11. **Traffic and Parking Working Party**

- a) The Traffic and Parking Working Party are still awaiting a response from Kent Highways following their meeting with them in December. Until estimated costs have been received, no further progress can be made. Confirmation as to whether the reduction can extend to Preston Farm is also awaited as are details on the installation of a traffic island. Both County Councillor Gough and the Clerk promised to chase up the KCC officers as the project cannot move forward without this information.
- b) It was RESOLVED that the Traffic and Party Working Party be given authority to respond to the KCC Road Safety Strategy for Kent on behalf of the Parish Council and that the Clerk set up a meeting in the next couple of weeks via Zoom with the aim of completing the consultation (deadline for responses 15<sup>th</sup> March 2021)

[Consultation Homepage - Vision Zero: The Road Safety Strategy for Kent 2020 - 2026 - Kent County Council Consultations \(inconsult.uk\).](#)

12. **Broadband Working Party**

The Shoreham Fibre Upgrade project has now been handed to the delivery team at Openreach. The project is progressing but as yet no timescales have been given.

13. **CCTV Working Party**

- a) Cllr Jeffery read through the letter he had drafted regarding the proposed CCTV network. Members RESOLVED to accept the content of the letter but that Cllr Powell should improve the layout and add some branding. The network is more relevant to people living in the outer lying areas of the parish but anyone should be able to join. The letter should initially be posted on social media, on the website and in the Gazette. Depending on the level of interest this generates, hard copies may need to be posted to certain households.
- b) The Village Hall Committee had approached the Clerk asking whether the Parish Council could install CCTV on the outside of the building. The Clerk was requested to ask the Committee for more information such as the reasons for wanting it, who has requested it, who will be monitoring it etc. This information is required by law if CCTV is to be installed on a public building.

14. **Local Business Forum**

Consideration was given to establishing a group comprising two members of the Parish Council, the Clerk and local business owners with the aim of working collaboratively going forward. The forum would provide a mechanism through which the PC could support local businesses and other institutions such as the church and the school and would allow any issues or concerns to be raised outside the realms of public meetings. It was RESOLVED that a working group be set up with the aim of forming a plan to push the initiative forward. Cllrs Histed, Powell, Jeffery and Cockburn all volunteered to be part of this working group, the first meeting of which shall be held one Wednesday in the coming few weeks.

15. **Correspondence/Information**

- a) An application for a grant for £1000 has been received from the PCC in respect of the maintenance of the churchyard.  
In accordance with the PC's Grant Policy, retrospective grants cannot be awarded. However, in light of the financial difficulties suffered by the church due to COVID and the consequential lack of revenue from church services, summer teas etc, it was RESOLVED to make a **donation** of £1000.
- b) A communication has been received from KALC/NALC stating that at present the government has no plans to extend remote meeting regulations past May 2021 although NALC is pressing for an extension to this.
- c) A donation for the sum of £330 has been received from the Darenth Valley Golfing Society to be ring fenced for the Recreation Ground. A letter of thanks has already been sent to Brian Alleeson.

16. **Financial Matters**

The schedule of payments was accepted.

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

- a) Planning (if required) and Finance Meeting – Wednesday 17<sup>th</sup> February
- b) Planning (if required) and Parish Council Meeting – Wednesday 3<sup>rd</sup> March
- c) Planning (if required) and Amenities and Services Meeting – Wednesday 17<sup>th</sup> March 2021

Sarah Moon, Clerk to Shoreham Parish Council

The meeting closed at 21.55

A concern was raised about the obstruction of the highway by brick deliveries outside Eyot House. Cllr Hibbins agreed to follow this up.

Appendix A – Schedule of Payments

3 February 2021 (2020-2021)

Shoreham Parish Council  
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
204	15/01/2021		NetWest current acco		Signs	Safety Signs and Notices	S	11.85	2.37	14.22
205	03/02/2021		NetWest current acco		PO Box	Royal Mail	S	300.00	60.00	360.00
212	03/02/2021		NetWest current acco		Office telephone	O2	S	10.65	2.13	12.78
218	03/02/2021		NetWest current acco		Subscription	Zoom	S	11.99	2.40	14.39
213	03/02/2021		NetWest current acco		Broadband	Sarah Moon	X	10.00	0.00	10.00
214	03/02/2021		NetWest current acco		Office Allowance	Sarah Moon	X	30.00	0.00	30.00
215	03/02/2021		NetWest current acco		Water charges	Castle Water	X	34.17	0.00	34.17
216	03/02/2021		NetWest current acco		Electricity	EDF Energy	X	92.00	0.00	92.00
217	03/02/2021		NetWest current acco		Water charges	Castle Water	X	3.00	0.00	3.00
203	04/02/2021		NetWest current acco		Printing Shoreham Post	Silver Pines Services	X	37.50	0.00	37.50
206	04/02/2021		NetWest current acco		Hall hire	Shoreham Village Hall	X	54.00	0.00	54.00
207	04/02/2021		NetWest current acco		Play area	Olivier Pilon	X	107.00	0.00	107.00
208	04/02/2021		NetWest current acco		PAYE & NI	HM Revenue & Customs	X	63.73	0.00	63.73
209	04/02/2021		NetWest current acco		Clerk's salary	Sarah Moon	X	1,061.03	0.00	1,061.03
210	04/02/2021		NetWest current acco		Lengthsman wages	N McDonnell	X	34.88	0.00	34.88
211	04/02/2021		NetWest current acco		Lengthsman wages	Mrs A Hollands-Parsons	X	261.60	0.00	261.60
<b>Total</b>								<b>2,123.40</b>	<b>66.90</b>	<b>2,190.30</b>