

**SHOREHAM**

Parish Clerk:

Amanda Barlow

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**PARISH**

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**COUNCIL**

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

Shoreham Village Hall 2 February from 7:30pm

Present: Cllrs J Histed (in the Chair), R Blamey, M Cockburn, A Hibbins,  
B Jeffery and N Powell

Also Present: 6 members of the public (in part)  
Amanda Barlow (Clerk)

Apologies: Cllrs S Hubble and M Sheward, Cllrs Gough and Edwards-Winser

- A member of the public asked that the Agenda be posted on Shoreham Village Facebook page. **Members agreed that the Clerk should arrange for the Agenda to be posted on the Facebook page and notice board in the village as well as the statutory requirement of the Parish Council's website. (Action: Clerk)**
- Members of the public asked if the Parish Council could ask the land owner to cut back the hedge opposite the Crown and around the corner. **Members agreed the Clerk should write to the land owner so that it can be made clear where the hedge needs to be cut. (Action: Clerk)**
- Members asked about the free parking sign. **Members agreed to include this item in the Highways Improvement Plan for KCC.**

1. Apologies were received and accepted from Cllrs Hubble and Sheward.

2. There were no disclosures of interest.

3. **Members resolved to agree the minutes of the meeting held on Wednesday 26 January 2022 (copies previously distributed).**

4. **District/County Councillor Reports**

County Councillor Roger Gough had given his apologies.

District Cllr Edwards-Winser and Cllr Irene Roy had given their apologies.

5 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

**Members resolved that Agenda item 11.0 should be confidential.**

6. Chairman's Report

- Cllr Histed advised that the Article 4 Directive is held perpetuity as plots are being up for sale.
- **Cllr Histed advised that the Clerk had expressed concern on the volume of paper printed for the meeting and it was agreed to use the screen and overhead projector and provide just paper copies of the Agenda.**
- **Cllr Blamey advised that the Broke Hill application has been refused.**

7. Clerk's Report

The Clerk updated Members on various issues which are detailed under the Agenda item headings.

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

8. **Finance**

c) Grant requests

- **St Peter & St Paul Church, Shoreham**

*The Church Warded advised about the issues over the gate at the Church due to the new tarmac area. The Church would like to install a new gate to aid access to members of the public. The total cost is around £2,500 and the Church are looking for partners to help with the cost. This design has been agreed the Diocese.*

*Cllr Histed read out an email from SDC about the new footpath and requesting that the Church change the gate to allow access for all members of the public.*

*Members advised the Church that they were minded to award a grant and would discuss the March meeting.*

- **Sevenoaks Volunteer Transport Group**

***Members resolved to award a grant of £100 to Sevenoaks Volunteer Transport Group.***

9. **Working Party Updates**

a) To receive an update from the Heat Network Committee

Peter Kasch advised:

- That the Clerk had received the signed agreement letter.
- The Committee had walked around the Village with Brighton and Hove Energy Services Co-op (BHESCO)
- Reviewed all the publically owned grounds.
- The Study will take 5 months. The first part will be surveying the heat demand of the village.
- Average EPC rating in Shoreham is E which is quite poor.
- They were looking at what is the heating demand today and what will it be in the future.
- Public meeting is on 15 February 2022.
- In response to question Peter explained about the volume need and what the demand would be in the future if houses are more economic then the demand will go down.
- Councillors asked about the desire for residents to sign up. The only area that has gone through this system to date is Swaffham in Cambridgeshire. Members discussed the attractiveness of the project to the residents.

- b) To receive an update from Broadband Working Party (if available)

The broadband installation is on target.

- c) To receive an update from the CCTV Working Party (if available)

Cllr Jeffery advised that there has been further fly tipping and in conversation with SDC they advised that they cannot put any further cameras in. To install two CCTV cameras which are suited to this type of activity is £761. **Members asked the Clerk to provide a policy regarding the use of covert cameras. (Action: Clerk)**

- d) To receive an update from the Traffic and Parking Working Party (if available)

Members are meeting with Cllr Gough and the Highways Steward, Whitney Gwillim on Tuesday 8 February 2022.

**10. Electric Car Charge Point in Shoreham**

To consider the possibility of installing an electric charge point (ECP) in the Filston Lane car park and to agree to investigate funding options for the same.

**Members agreed that the Clerk should complete the registration form.**

**12. KALC 2022 Community Awards Scheme**

To consider any potential candidates to be nominated for the KALC 2022 Community Awards Scheme, an award given to selfless individuals, who make significant contributions to their communities.

**Members resolved to make a nomination.**

**8. Finance**

- a) To agree the budget for 2022/2023

**Members resolved to agree the budget of 2022/23.**

**Members resolved to extend the meeting.**

- b) To agree items payable and paid

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

**Members resolved to agree that the Parish Council mobile phone contract should be updated to the Apple iPhone SE.**

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

- a) Planning (if required) and Amenities Meeting – Wednesday 16 February 2022  
b) Planning (if required) and Parish Council Meeting – Wednesday 2 March 2022  
c) To confirm the date of the Annual Parish Meeting 2022

**Members agreed that the date of the Annual Parish meeting as Wednesday 13 April 2022 and agreed to discuss the arrangements at the March meeting.**

**11. Personnel**

- a) To confirm the pay date for employees

**Members resolved to agree that the pay date for employees as the 20<sup>th</sup> day of each month.**

- b) To agree and sign the Clerk's contract

**Members resolved to agree the terms of contact.**

**13. Correspondence and Information**

Noted at Appendix B.

Amanda Barlow, Clerk to Shoreham Parish Council

## Appendix A

3 January 2022 (2021-2022)

**Shoreham Parish Council**  
**PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
210	03/01/2022		NatWest current acco		Office telephone	O2	S	10.72	2.14	12.86
217	03/01/2022		NatWest current acco		Subscription	Zoom	S	11.99	2.40	14.39
218	03/01/2022		NatWest current acco		Website	Hugo Fox	S	29.99	6.00	35.99
211	03/01/2022		NatWest current acco		Broadband	Sarah Moon	X	10.00		10.00
212	03/01/2022		NatWest current acco		Office Allowance	Sarah Moon	X	30.00		30.00
213	03/01/2022		NatWest current acco		Business Rates	Sevenoaks District Council	X	84.00		84.00
214	03/01/2022		NatWest current acco		Water charges	Castle Water	X	78.70		78.70
215	03/01/2022		NatWest current acco		Electricity	EDF Energy	X	145.00		145.00
216	03/01/2022		NatWest current acco		Water charges	Castle Water	X	148.94		148.94
203	13/01/2022		NatWest current acco		Refuse freighter	Sevenoaks District Council	S	152.04	30.41	182.45
202	13/01/2022		NatWest current acco		Hedge Cutting	GF Garden Maintenance	X	490.00		490.00
204	13/01/2022		NatWest current acco		Hall hire	Shoreham Village Hall	X	54.00		54.00
205	13/01/2022		NatWest current acco		Grant	West Kent Mediation	X	50.00		50.00
206	13/01/2022		NatWest current acco		Grant	Shoreham Cricket Club	X	600.00		600.00
207	13/01/2022		NatWest current acco		Clerk's salary	Sarah Moon	X	774.98		774.98
208	13/01/2022		NatWest current acco		Lengthsman wages	Mrs A Hollands-Parsons	X	267.30		267.30
209	13/01/2022		NatWest current acco		Lengthsman wages	N McDonnell	X	35.64		35.64
<b>Total</b>								<b>2,973.30</b>	<b>40.95</b>	<b>3,014.25</b>

Appendix B

**Agenda Item 13.0 – Correspondence**

1. Kent PCC newsletter: Budget plan to make Force fit for the future  
OPCC/MS/OG/037/22 – see below
2. Sevenoaks District Council: Swanley man fined £2,530 for fly-tipping
3. Highways England M20 – see below
4. NALC CHIEF EXECUTIVE'S BULLETIN
5. SDC - Easter & Summer Family Fun Days 2022
6. Sevenoaks District Council: Sunday market trial for Swanley
7. KCC MEMBERS NEWSLETTER - WASTE MANAGEMENT UPDATE  
JANUARY 2022
8. KALC- Queen's Jubilee Street Parties – Application for Street Parties