

SHOREHAM PARISH

Parish Clerk:
07912 611048

Amanda Barlow
The Post Box, Shoreham Village Hall
Shoreham, Kent TN14

clerk@shorehamparishcouncil.gov.uk

COUNCIL

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Well Hill Mission Church, Shoreham on 5 June 2024 at 7:30pm

Present: Cllrs R Blamey, B Jeffery, J Histed (Chair), N Powell and M Sheward

Also Present: 9 members of the public, Cllr Roger Gough (County) (in part), Cllr Edwards-Winser (District) (in part), and Amanda Barlow (Clerk)

Apologies: Cllr Irene Roy (District)

1. To receive any apologies for absence.

Apologies were received and accepted from Cllr Irene Roy (District)

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

None.

3. Public Forum

Mrs Spence noted that there was a reference to the “Millennium” Woods and they are in fact the Centrium Woods.

Mrs Spence asked if the recreation ground could be mowed.

Mrs Ball commented on the correct name of the Lullingstone Group and the updated Structure is at Appendix A.

It was asked if the road could be closed for Remembrance Day and it was agreed to apply for a road closures at the next meeting in July.

4. County/District Councillor Reports

Cllr Gough (County) reported:

- Cracks in the bridge – Cllr Gough had responded to the resident.
- Pot hole blitz – surface patching etc.
- Resident raised issues about speeding around Well Hill and asked about signage.
- Cllr Jeffery advised that there is an item on the HIP for Well Hill asking for speed reduction and more signage.
- A resident asked about the pot hole blitz and Cllr Gough explained how the blitz is being run this year using local contractors.
- In response to questions, Cllr Gough advised that road tax is a central Government tax.
- Resident advised that there is a lot of graffiti to paint over the bridge.

Cllr Edwards -Winser (District)

- Cllr Roy is now on the Committee for Cleaner and Greener
- He is now on the following Committees –
 - DCAC, Development Management Control, Housing and Health, People and Places, and Licencing
- The housing register was changed to residents who have lived in the District for 3 years and there is 800 people on the register.

Cllr Jonathan Histed thanked the Clerk for attending the meeting whilst on sick leave and to her husband for driving her to Well Hill.

Cllr Jonathan Histed offered a vote of thanks on behalf of the Parish Council to Ann Ball for her outstanding contribution to the Shoreham Gazette.

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 to discuss the urgent health and safety item in confidence.

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

6. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 1 May 2024

Members resolved to agree the minutes of 1 May 2024.

8. Well Hill Issues

To discuss and agree next actions of any issues raised by Well Hill residents.

The main issue is the traffic in Well Hill which was dealt with under Agenda 3.0.

7. Matters arising from the minutes not covered by Agenda items

7.1 War Memorial

The Clerk advised that Burslems are going to quote for the work and complete it by Remembrance Sunday.

7.2 Shoreham Recreation Ground CCTV

Cllr Jeffery advised that he has now a quote to have separate CCTV system for 3m pylon, trench for cables and 2 cameras is £2,958.

Members resolved that the Parish Council should install the CCTV at a cost of £2,958.

7.3 Emergency Planning

Members resolved that the Clerk should discuss with the Gazette and printer to include an insert with the emergency plan.

7.4 Filston Lane Car Park – Electric charging

Members agreed that the Clerk should apply for rate relief on the Filston Road car park.

Cllr Jeffery advised that the offer is for two slow charging points for 7 years or one slow charging point and one faster charging point for 15 years.

Members resolved in the majority that the Parish Council should not install electric charging points.

7.5 Cricket Club

Members resolved, in the majority, that the Cricket Club banners should be discussed at the next Council meeting where representatives of the Cricket Club could be present.

9. Highways and Footpaths

9.1 Parking

To receive an update on the appointment of ITS Global Members

9.2 Highways

To note the new Highways Information Pack

10. Parish Council Website

To discuss and agree next actions with regard to the Parish Council website.

It was agreed to get quote to redo the website.

11. Correspondence

11.1 Bench for Century Wood

Members resolved that there should be no street furniture in the wood.

11.2 Update on Shoreham Cross work

Members thanked Jeremy Tooley for his work.

11.3 Sevenoaks District Council New Leader and Cabinet

11.4 General Correspondence

12. Finance & Governance

Finance

12.1 To agree items received, payable and paid

Members resolved to agree the items received, paid and payable at Appendix E.

12.2 To note the reschedule of the audit and to schedule an Extraordinary Meeting to agree the AGAR.

Members noted that the audit will take place on Friday 21 June 2024 and agreed to have an Extraordinary Meeting to agree the AGAR on 26 June 2024.

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

a. Planning (if required) Committee – Wednesday 19 June 2024 at 7.30pm

b. Planning (if required) Committee and Council Meeting – Wednesday 3 July 2024 at 7.30pm

Appendix A

Shoreham Parish Council

Shoreham Ward

Cllr Jonathan Histed
jonathan.histed@shorehamparishcouncil.gov.uk

Cllr Alice Montgomerie
alice.montgomerie@shorehamparishcouncil.gov.uk

Cllr Gavin Owen
gavin.owen@shorehamparishcouncil.gov.uk

Cllr Neil Powell
neil.powell@shorehamparishcouncil.gov.uk

Cllr Martin Sheward
martin.sheward@shorehamparishcouncil.gov.uk

Cllr John Thorpe
john.thorpe@shorehamparishcouncil.gov.uk

District Councillors

Cllr John Edwards- Winser, Otford & Shoreham
cllr.edwards-winsor@sevenoaks.gov.uk

Cllr Irene Roy, Otford & Shoreham
cllr.roy@sevenoaks.gov.uk

Cllr Rachel Waterton, Crockenhill & Well Hill
cllr.waterton@sevenoaks.gov.uk

East Hill & Romney Street Ward

Cllr Brian Jeffery
brian.jeffery@shorehamparishcouncil.gov.uk

Well Hill Ward

Cllr Roy Blamey
roy.blamey@shorehamparishcouncil.gov.uk

Clerk

Amanda Barlow
clerk@shorehamparishcouncil.gov.uk

County Councillor

Cllr Roger Gough,
Sevenoaks North & Darent Valley
roger.gough@kent.gov.uk

Committee Structure 24-25

Chair: Cllr Jonathan Histed

Planning Committee

Cllr Roy Blamey (Chair)
Cllr Brian Jeffery
Cllr Martin Sheward
Cllr John Thorpe
Mr Richard Boyle
Mr Jack Sadler
Mrs Sarah Parkes
All Members can sit on the Planning Committee
if required

Appointment of Members on other Bodies

Shoreham Village Hall

Cllr John Thorpe

Lullingstone Liaison Group

Cllr Roy Blamey
Cllr Neil Powell/Mrs Parkes

Vice Chair: Cllr Brian Jeffery

Finance & Personnel Working Party

Chair, Cllr Jonathan Histed
Vice Chair, Cllr Brian Jeffery
Cllr John Thorpe

Highways & Footpaths Working Party

Cllr Brian Jeffery
Cllr Gavin Owen
Cllr Neil Powell

Shoreham Society

Cllr Neil Powell

Appendix

Items Received 1 May to 31 May 2024

Shoreham Parish Council

5 June 2024 (2024-2025)

RECEIPTS LIST

Code	Date	Description	Supplier	VAT Type	Net	Total
Allotment rent	02/05/2024	Allotments rents	Allotment Holders	X	110.00	110.00
Toilets	09/05/2024	EDF refund	EDF Energy	X	343.94	343.94
Tennis courts	20/05/2024	Tennis Subscription	Tennis Club Member	X	20.00	20.00
Tennis courts	30/05/2024	Tennis Subscription	Tennis Club Member	X	20.00	20.00
Interest on Precept	31/05/2024	Bank interest	NatWest Bank	X	59.27	59.27
				Total	553.21	553.21

Shoreham Parish Council

5 June 2024 (2024-2025)

Items Paid 1 May to 5 June 2024

PAYMENTS LIST

Code	Date	Description	Supplier	VAT type	Net	Total
Office Rent/Storage	01/05/2024	Office Allowance	Mrs A C Barlow	X	30.00	30.00
Broadband	01/05/2024	Broadband	Mrs A C Barlow	X	10.00	10.00
Car Park	01/05/2024	Business Rates	Sevenoaks District Council	X	90.00	90.00
Clerk's mileage	02/05/2024	Mileage	Mrs A C Barlow	X	73.44	73.44
Hall/Emergency Room Hire	02/05/2024	Hall hire	Shoreham Village Hall	X	30.00	30.00
Subscriptions - KALC/SLCC/Other	02/05/2024	KALC Subscription	KALC	S	600.40	120.08 720.48
Grasscutting Shoreham	02/05/2024	Grass cutting	GF Garden Maintenance	X	430.00	430.00
Grant	02/05/2024	Grant - Kent Sussex & Surrey Air Ambulance	Kent , Surrey and Sussex Air Ambulance Trust	X	350.00	350.00
Grant	02/05/2024	Grant - West Kent Mediation	West Kent Mediation	X	100.00	100.00
Grant	02/05/2024	Grant - Shoreham School	Shoreham Village School	X	1,000.00	1,000.00
Payroll	02/05/2024	Payroll	DM Payroll Services Ltd	X	214.00	214.00
Stationery/Sundries	03/05/2024	Stationery	Amazon	S	34.99	7.00 41.99
Office telephone	07/05/2024	Office telephone	O2	S	13.72	2.74 16.46
Toilets	07/05/2024	Electricity	EDF Energy	L	147.62	7.38 155.00
Postage	07/05/2024	Postage	Post Office	X	16.20	16.20
Allotments	16/05/2024	Water charges	Castle Water	X	76.19	76.19
Computer/Printer Consumables	20/05/2024	Website	Hugo Fox	S	29.99	6.00 35.99
Car Park	01/06/2024	Business Rates	Sevenoaks District Council	X	90.00	90.00
Office Rent/Storage	05/06/2024	Office Allowance	Mrs A C Barlow	X	30.00	30.00
Hall/Emergency Room Hire	05/06/2024	Hall hire	Shoreham Village Hall	X	60.00	60.00
Insurance	05/06/2024	Insurance	Arthur J Gallagher Insurance	X	1,861.47	1,861.47
Broadband	05/06/2024	Broadband	Mrs A C Barlow	X	10.00	10.00
Printing Gazette/Shoreham Post	05/06/2024	Printing of Gazette - Feb, March, April, May , June 24	Silver Pines Services	X	265.80	265.80
Shoreham Cross	05/06/2024	Cleaning Cross	Jeremy Tooley	X	180.00	180.00

Items to be paid @ 6 June 2024

Shoreham Parish Council

5 June 2024 (2024-2025)

PAYMENTS LIST

Code	Date	Description	Supplier	VAT type	Net	Total
Grasscutting Shoreham	06/06/2024	Grass cutting	GF Garden Maintenance	X	430.00	430.00
Tree surgery	06/06/2024	Tree work at Shoreham Recreation Ground	Down to Earth Trees Ltd	S	2,340.00	468.00 2,808.00
Toilets	06/06/2024	Toilet Supplies	Goldservice Contract Cleaning Ltd	S	48.08	9.62 57.70
Email Hosting Charges	06/06/2024	Charge for email .gov.uk	Vision ICT	S	90.00	18.00 108.00
Email Hosting Charges	06/06/2024	Email Hosting	Vision ICT	S	180.00	36.00 216.00
				Total	3,088.08	531.62 3,619.70

