

**SHOREHAM**

Parish Clerk:

Sarah Moon  
8 High Street  
Shoreham, Sevenoaks  
Kent TN14 7TD

**PARISH**

07912 611048

[clerk2012@shorehamparishcouncil.gov.uk](mailto:clerk2012@shorehamparishcouncil.gov.uk)

**COUNCIL**

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

at Shoreham Village Hall on 7<sup>th</sup> March 2018 from 7:30pm

Present: J Histed (in the Chair), R Blamey, A Collins, A Hibbins, B Jeffery, M S Parkes and L Spence

Also Present: 6 members of the public

Clerk: Sarah Moon

**Public Question Time:**

A member of the public raised the issue of the encroaching trees on the A225. It was agreed that this does cause visibility problems for drivers and pedestrians and that the Clerk should write to Highways again, notifying them of the problem. A letter should also be written to the landowner requesting that he cut back the vegetation, particularly at the exit point onto the A225 from the railway crossing.

1. Apologies were received from Cllr McDonnell (holiday), from District Councillor John Edwards-Winser (JTB) and from County Councillor Roger Gough (JTB)
2. There were no disclosures of interest from members.
3. The minutes of the meeting held on Wednesday 7<sup>th</sup> February 2018 (copies previously distributed) were received and authorised for signature by the Chairman.
4. The actions arising from the meetings held on Wednesday 3<sup>rd</sup> January 2018 and Wednesday 7<sup>th</sup> February were reviewed.
5. District/County Councillor Reports

**District Councillor John Edwards-Winser**

a) **Planning**

Sevenoaks District Council has the busiest Planning Department in Kent with 2170 applications in 2017. The next highest was Canterbury with 1856, then Tunbridge Wells with 1810 and Maidstone with 1795. Gravesham received 795 and Dartford 762.

Sevenoaks approves the fewest number of applications at 81% - all are determined within the statutory 8 weeks.

When tested at appeal around 70% of applications are dismissed.

It is acknowledged that Enforcement at SDC is still short of staff - recruitment is ongoing.

Consultation on the draft Local Plan will continue through 2018, with examination and adoption in 2019. The Planning Advisory Committee and Cabinet will have to agree every stage and Full Council will agree the Local Plan prior to submission.

**b) Housing**

Housing numbers and their distribution around the District remain the key issue. The Strategic Housing Market assessment target indicated that 620 houses needed to be built per year (the Districts target is 12,000 houses by 2035), This assumes 1% growth population per year for the next 20 years, although to date due to MGB and AONB constraints this has only realised a potential 6000 – 8000. This figure of 620/yr should be compared with the current 165/yr, but it does not take into account the Metropolitan Green Belt or AONB issues within the District which covers 93% and 61% respectively.

The Strategic Housing and Economic Land Availability Assessment (SHELAA) assesses the amount of land that could be available and suitable for development. This work has helped to establish how much of the identified need can be realistically delivered over the plan period. Since advertising a “call for sites” in Autumn 2015, over 350 sites across the District have been submitted to the Planning Policy team. The Call for Sites remains open.

The Issues and Options Consultation realised a 32% response in which 92% supported preserving the Metropolitan Green Belt.

Edenbridge, Sevenoaks, New Ash Green and Otford are preparing their Neighbourhood Plans.

**c) CIL**

The SDC CIL Board is scheduled to have its first meeting on 8 May to consider applications for top-up to local infrastructure projects.

**County Councillor Roger Gough**

The County Councillor wrote to the Clerk informing her that Geoffery Bineham of KCC and Jeremy Clark of SDC were planning to visit the proposed yellow line site outside the Village Hall on 20<sup>th</sup> March with a view to approving it for a Traffic Regulation Order.

6. Chairman's Report  
There was no report from the Chairman.
7. Report from the Clerk.
  - a) Following the requests of ten parishioners, an election for the vacancy of a parish councillor will take place 5<sup>th</sup> April. Nominations must be received by 7<sup>th</sup> March 2018 and any applications to register to vote must be received by 16<sup>th</sup> March 2018. It was RESOLVED that in the event of a contested election, polling cards would be required.
  - b) A playground inspection has been undertaken by Craigdene and a report received. This will be discussed in detail at the next Amenities meeting, scheduled for 21<sup>st</sup> March.
  - c) I shall be attending the KALC Planning Conference with Cllr Jeffery on Friday 16<sup>th</sup> March.
  - d) The village generator has been serviced and a fuel stabiliser installed. The equipment has been returned to the Emergency Store.
  - e) Notices asking dog owners to use the dog bins rather than litter bins have been put up on the footpath running through the golf course.
  - f) Engravers to add a new name to the War Memorial are still being sought, the plaque being too large to fit in some machines. This has been passed to Lorna Robinson, who will see if she is able to get any help from contacts in the British Legion.
  - g) A decision as to whether to allow Meenfield and Pilots Woods to be registered as a Community Asset has been delayed following the discovery that another party other than

Sevenoaks District Council owns the land. Once this party has been consulted, the decision will be made.

- h) A contractor has been instructed to replace the steps at the Cross and it is hoped that this work will be carried out this week (weather permitting).
- i) Following the resurrection of the Footpaths Group, I shall be acting as the main contact point for any problems found and reporting them to KCC.
- j) A plumber has been contacted regarding the water leak on the allotments and this should be repaired very soon.
- j) I would like to take a week's holiday week commencing 26<sup>th</sup> March.  
It was RESOLVED that the Clerk should take this week off.

8. Allotments

- i) Replacement of Boundary Fence  
The replacement of the fence along the boundary with the High Street was discussed. It was pointed out that this was a result of the questionnaire sent out by the Allotments Association wherein the majority of respondents agreed that the site should be made more secure in order to stop fly tipping, to protect produce and to prevent a public right of way from being established. It was agreed that the preferred option would be a chestnut paling fence as this would still allow wildlife to move freely through, even with the small gate being blocked up. The Clerk was asked to contact fencing contractors to quote for such a fence to be installed along the existing line. Cllrs Jeffery and Hibbins agreed to provide the Clerk with contacts for contractors.
- ii) Replacement of Gate  
The replacement of the main gate and the blocking up of the small gate accessed via High Street was also discussed. It was agreed that the chestnut paling fence should continue to the very northern edge of the site, and the small gate in that part of the boundary removed. It was agreed that the new main gate should be high enough and be of a material which cannot be climbed over. The Clerk was asked to seek advice from the fencing companies as to an exact specification.
- iii) Installation of Padlock/Secure Lock  
The installation of padlock/secure lock on the new main gate was also discussed and it was agreed that recommendations should be sought from the fencing contractors as this would depend on the type of gate installed.
- iv) Installation of Signs  
It was agreed that the installation of signs stating that access to the allotments is permitted only by allotment plot holders should be deferred until the Amenities Meeting.

9. Working Parties

- a) No update was received from the Resilience Team as no meetings have taken place.
- b) No update was received from the AONB Working Group as no meeting have taken place. It was RESOLVED however to arrange a meeting of the same for Wednesday 14<sup>th</sup> March at 7.30pm and to invite Nigel Britten, Sheila Birkin and Fiona Macdonald of the Shoreham Society.

10. Gritting

The gritting of roads in the East Hill area was discussed. Cllr Jeffery reported that during the week of snow, the state of most of the roads in the area was such that they were impassable. Row Dow was only gritted once, and only half of it was done. Even this had to be done by hand as the lorries could not get up the hill. Birch Cross Road, East Hill and Bower Road were not gritted at all and this meant there was no safe way for people to get off the hill. At least one access point in and out of the area is required for the 250 homes in this part of the parish. The Clerk was asked to write to KCC asking them to prioritise the gritting of these roads so that at least one road is clear during bad weather.

11. Distribution of Gazette and Shoreham Post

The widening of the distribution of the Gazette and Post to all households in the parish was discussed. It was calculated that 86 extra copies would be required to supply homes in East

Hill. Printing these extra copies would cost £30 per month. Cllr Jeffery volunteered to deliver them. It was RESOLVED that 86 extra copies should be produced at a cost of up to £50 per month.

12. Noticeboard  
The purchase and installation of a new noticeboard to be installed on the fence at the George pub was discussed and, having been granted permission to install from the landlord, it was agreed to accept the offer from The Darenth Country Club to gift it to the Parish. Cllr Spence agreed to liaise with them as to the details of who should source the board and when it should be installed.
13. Local Council Award  
Due to time constraints, consideration as to whether Shoreham Parish Council should make an application for a Local Council Award was deferred to the next meeting.
14. Neighbourhood Plan  
Due to time constraints, consideration of the comments received as part of the Neighbourhood plan designation was deferred to the next meeting. However, it was requested that it be included on the next agenda as a priority item.
15. Storage  
Due to time constraints, consideration as to whether to accept the offer from The Darenth Country Club to use some of their space for storing items belonging to the Parish Council was deferred to the next meeting.

A motion was passed to extend the meeting past 10.00pm.

16. Correspondence/Information
  - a) A request for a grant towards the running costs incurred by the Sevenoaks Volunteer Transport Group has been received.  
Due to lack of time, this item was deferred to the next meeting.
  - b) An email has been received from a local walking group (who paid for one of the kissing gates near the cross) asking whether they may be granted permission to put a plaque on the gate.  
Due to lack of time, this item was deferred to the next meeting.
  - c) The request for a grant in the sum of £216 in respect of hall hire and snack costs on behalf of Shoreham Community Playgroup was discussed. It was RESOLVED to award a grant for the full amount and to advise them of 'Inside Track', a KCC produced publication which lists all grants available to different community groups as this may be of use in future.
  - d) The request for a grant in the sum of £600 in respect of new fence posts for Shoreham Cricket Club was discussed. It was RESOLVED to award a grant for the full amount but to request that chestnut posts are used. It was also agreed to advise them of 'Inside Track', a KCC produced publication which lists all grants available to different community groups. The existence of 'Inside Track' should also be publicised in the next edition of the Post, on the Facebook page and on the Parish Council website.
17. Financial Matters  
Accounts/Payments: The schedule of payments was authorised.
18. Dates of next meetings (all starting at 7:30pm unless otherwise stated)
  - a) Planning Committee and Amenities & Services Meeting : Wednesday 21<sup>st</sup> March 2018, Shoreham Village Hall
  - b) Planning Committee and Parish Council Meeting : Wednesday 4<sup>th</sup> April 2018, Shoreham Village Hall
  - c) Planning Committee Meeting (if required) : Wednesday 18<sup>th</sup> April 2018, Shoreham Village Hall
  - d) Annual Parish Meeting : Wednesday 25<sup>th</sup> April 2018

The meeting closed at 10.06pm  
Sarah Moon, Clerk to Shoreham Parish Council