

SHOREHAM

Parish Clerk:

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COUNCIL

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Well Hill Church, Well Hill on 20 September 2023 at 7:30pm

Present: Cllrs R Blamey, B Jeffery, J Histed (Chair), A Montgomerie (in part), N Powell, M Sheward and J Thorpe

Also Present: 9 members of the public, Amanda Barlow (Clerk)

Apologies: Cllrs Owen, Cllr Gough (County), Cllr Eadwards-Winser (District) and Cllr Roy (District)

AGENDA

1. To receive any apologies for absence.

Apologies were received and accepted from Cllrs Owen, Cllr Gough (County), Cllr Edwards-Winser (District) and Cllr 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

- Sarah Newman of the Darent Valley Community Rail Partnership explained to the meeting that the Partnership are looking at ways of improving the station at Shoreham. Previous projects have been done at the Bat and Ball and Enysford stations. Sarah explained the plans for meeting rooms and a disabled toilet. The cost will be in region of £100,000. The restoration of old stations is taking place in quite a few rail partnerships. South Eastern will be the contractor to do the work. There would be an opportunity for the Parish Council to be involved and if the Parish Council were involved it would unlock funding but it does not involve the Parish Council putting money into the project. Members asked the Clerk to put it on the next Agenda for further discussion.

Cllr Montgomerie arrived at the meeting.

4. County/District Councillor Reports

Cllr Gough submitted a report and a copy is attached at Appendix A.

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

9. **A225 Speed Reduction Project**

To receive an update and agree next steps

Cllr Jeffery updated the meeting on the current position:

- Councillors Histed, Powell, and Jeffery met with Cllr Roger Gough (County), Chris Koningen and Nigel Rowe from KCC to finalise the A225 speed reduction scheme.
- Chris Koningen, Design & Delivery Principal Engineer at Kent Highways, has looked at the scheme and has made alterations to it.
- Mr Koningen has said that there will be no reduction from national speed limits from Eynsford railway bridge through to the end of the layby opposite Shoreham station where the speed limit will be reduced to 40mph through to The Otford 30mph speed limit.
- It will be possible to have white gates at the end of the layby to highlight the change in speed and Mr Koningen would look at having a red road surface at this point.
- The footpaths that cross the A225 further back towards Eynsford would have the entrances enhanced so that they were more visible to other road users
- Mr Koningen would look at a pedestrian island near to the station road junction but this would not be part of the revised scheme.
- Mr Koningen has to sign of the schemes for KCC and would not pass the original scheme as it was.
- The cost of the new scheme would be paid for by KCC not Shoreham Parish Council.
- The Parish Council is currently waiting for the drawings of the new scheme
- A meeting with Cllr Roger Gough was proposed to discuss our overall dissatisfaction in the way KCC has handled this project over the last 3 years.

It was agreed that the Clerk should arrange a meeting with Cllr Gough before 28 September 2023.

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

There were no items to discuss in confidence.

6. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 5 July 2023

Members resolved to agree the minutes of 5 July 2023.

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

7.1 9.1.3 Shoreham Parish Parking Survey

The Clerk advised that the survey closes on 30 September 2023.

7.2 9.1.2 Millenium Path, Wildlife signs and Metal Soldier

There is a quote for the gate, the Clerk has asked about the wildlife signs (KCC) and the metal soldier (Village Hall) and will respond to the resident.

7.3 7.2 Shoreham Woods

Cllr Histed advised that he attended a walk around Shoreham Woods with SDC. It was an excellent afternoon attended by many residents.

Members asked the Clerk to thank the wardens at Sevenoaks District Council for their excellent efforts.

7.4 7.4 Shoreham Village Hall

The Clerk confirmed that an invoice for 7oaks Electrical of £1,240 had been settled.

The Clerk asked Members to confirm that the Parish Council would pay for the new installation of the Fire Detection and Alarm system quoted at £11,800.

Members agreed, as per the previous resolution, that as this was a health and safety matter the Council should pay for the new alarm system.

8. Well Hill

An opportunity for any residents from Well Hill to bring matters to the Council's attention.

- Residents expressed their concern over the low barriers on Parkgate Road over the M25 motor. **Members agreed to include this item on the Highways Improvement Plan.**
- Overgrown paths and bridle ways – all horse accessible routes are very overgrown. Members asked the Clerk to send to the Well Hill residents details of how to report overgrown paths on the KCC Public Right of Way (PROW) map.
- Speeding in Well Hill and Rock Hill. There are lots of people speeding and many of the residents have driveways that go directly onto the road. The matter has been exacerbated by the extension to the ULEZ. It was suggested that white lines are painted on the roads to make it appear narrower. Members asked the residents to provide more information to the Clerk so the matter could be discussed with Highways and included on the Highways Improvement Plan.

10. Tennis Courts

10.1 Tennis Court membership scheme

Members resolved to reinstated the membership scheme at a cost of £20 per family and issue membership cards. A diary for booking is in the village shop. Residents should contact the Clerk for further details on the membership scheme.

10.2 Tennis Court maintenance

Cllr Blamey advised that the allotment working party would do some clearing up around the bench and pavilion.

It was agreed that the Clerk should ask Down to Earth for a quote to cut back the trees.

11. Correspondence and Information

11.1. Correspondence from residents

11.1.1 Litter bins by the River

Members agreed to take no action.

11.1.2 Defibrillator at Mount Vineyard

Members agreed to take no action.

11.1.3 Fatal accident on A225

The Clerk advised that she had sent condolences to the family and Members noted the comments contained in the email.

11.1.4 The Honey Pot

Members agreed that there was no action should be taken.

11.1.5 Shoreham Car Park

The Clerk advised that she has GF Maintenance to do the work.

11.1.6 Shoreham Village Sign

Cllr Jeffery advised about the history of the sign. Members agreed to discuss this item for inclusion in the budget next year.

11.1.7 Grit/Salt bin request for Mesne Way

Members agreed to put a salt bin in Mesne Way and Romney Street.

11.2. General Correspondence

Noted.

- 11.3 Kent Police newsletter
Noted.

12. Shoreham Society

To receive an update following their meeting.

Cllr Powell updated Members as follows:

- The Society would like to add Filston Lane to the HIP to extend the 30mph. Members asked for more information from the Society as they need to specify the reasons and concerns for extending the 30mph.
- Shoreham Shine on 14 October 2023 – the Society would like to extend it to all the Parish not just the village and Cllr Jeffery thought it a good idea to include EastHill/ Romney Street and Well Hill.
- Cricket Pitch – advertising boards – does the Parish Council control the advertising boards. **Members resolved that the Clerk should write to the cricket club and ask them to take down the advertising hoarding.**

13. Finance

- 13.1. To agree items received, payable and paid

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

- 13.2. Request for a grant from the Church for mowing the churchyard

Members resolved to award a grant of £1,000 for cutting the churchyard.

- 13.3. Request for a grant from Anthony Roper Pre-School and Kindergarten

Members agreed not to reward a grant.

- 13.4. Internal audit report

Members noted the internal audit report.

- 13.5. Bank account

The Clerk advised that it was a priority to try and gain access to the Parish Council's Co-op Bank account.

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

a. Planning (if required) and Council Meeting – Wednesday 4 October 2023

b. Planning (if required) and Amenities Committee Meeting – Wednesday 18 October 2023

Amanda Barlow, Clerk to Shoreham Parish Council

Appendix A
Roger Gough
Leader of Kent County Council
Member for Sevenoaks North and Darent Valley

For details on how we will use your information please click [here](#) for our privacy notice

- A225 update – speed reduction update. Chris Koningen advised “The design is with a member of my team, and will be completed as soon as possible. This is well underway, but as we are now entering a period of annual leave for a number of my team (including myself) it will likely be a few weeks before we have a design that is ready to be shared”. I am due to meet Chris to update on 28 September.
- Related highways issues - Nigel Rowe has confirmed he has agreed to meet with the PC separately to formulate a new HIP to investigate the feasibility of other projects such as 20mph zone in the village and a potential splitter island on the A225.
- Grit/Salt bin request for Mesne Way – Nigel advised that the PC would have to raise a job with the online reporting tool.
- Openreach - Temporary Road Closure - Bowers Road, Shoreham - 26th October 2023 for 2 days between 08.00hrs and 18.00hrs. The road will be closed between number 2 and Mildmay Place. There is no alternative route but access will be given when safe to do so. Pedestrian access will be maintained during the works. The closure is required for the safety of the public and workforce while works are undertaken by Openreach. Notice is attached.

DK1

Appendix B Items received 1 July to 20 September 2023

Shoreham Parish Council RECEIPTS LIST

| Voucher Code | Date | Bank | Receipt No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|------------|-------------------------|------------|------------------|----------------------|----------|------------------|-----|------------------|
| 6 | 31/07/2023 | NatWest tax saver | | Bank interest | NatWest Bank | X | 30.28 | | 30.28 |
| 12 | 31/07/2023 | NatWest current account | | Allotments rents | Allotment Holders | X | 365.00 | | 365.00 |
| 8 | 04/08/2023 | NatWest tax saver | | VAT repayment | HM Revenue & Customs | X | 2,142.75 | | 2,142.75 |
| 9 | 07/08/2023 | NatWest tax saver | | VAT repayment | HM Revenue & Customs | X | 14,175.09 | | 14,175.09 |
| 11 | 31/08/2023 | NatWest current account | | Allotments rents | Allotment Holders | X | 250.00 | | 250.00 |
| 7 | 31/08/2023 | NatWest tax saver | | Bank interest | NatWest Bank | X | 23.70 | | 23.70 |
| 10 | 05/09/2023 | NatWest current account | | Allotments rents | Allotment Holders | X | 30.00 | | 30.00 |
| Total | | | | | | | 17,016.82 | | 17,016.82 |

Items Paid 1 July to 20 September 2023

Shoreham Parish Council PAYMENTS LIST

| Code | Date | Description | Supplier | VAT Type | Net | VAT | Total |
|--|------------|--|-----------------------------------|----------|-----------|----------|-----------|
| Car Park | 01/07/2023 | Business Rates | Sevenoaks District Council | X | 88.00 | | 88.00 |
| Office Rent/Storage | 04/07/2023 | Office Allowance | Mrs A C Barlow | X | 30.00 | | 30.00 |
| Broadband | 04/07/2023 | Broadband | Mrs A C Barlow | X | 10.00 | | 10.00 |
| Computer/Printer Consumables | 06/07/2023 | Website | Hugo Fox | S | 29.99 | 6.00 | 35.99 |
| Toilets | 06/07/2023 | Toilet Supplies | Goldservice Contract Cleaning Ltd | S | 140.62 | 28.13 | 168.75 |
| Office telephone | 06/07/2023 | Office telephone | O2 | S | 13.08 | 2.62 | 15.70 |
| Tennis courts | 06/07/2023 | 25% of Refurbishment Costs for tennis court and | Trevor May Contractors Ltd | S | 8,905.50 | 1,781.10 | 10,686.60 |
| Notice Boards | 06/07/2023 | Oak Notice Board | Nature Sign Design | S | 735.00 | 147.00 | 882.00 |
| Audit fees | 06/07/2023 | Internal Audit | Julia Chamberlain | X | 160.00 | | 160.00 |
| Clerk's mileage | 06/07/2023 | Mileage | Mrs A C Barlow | X | 18.36 | | 18.36 |
| Hall/Emergency Room Hire | 06/07/2023 | Hall hire | Shoreham Village Hall | X | 60.00 | | 60.00 |
| General repairs | 06/07/2023 | Repair to benches at Riverside | Midas Building and Landscaping | X | 380.00 | | 380.00 |
| Grasscutting Shoreham | 06/07/2023 | Grass cutting | GF Garden Maintenance | X | 430.00 | | 430.00 |
| Dog waste bins | 25/07/2023 | Dog waste bin | Sevenoaks District Council | S | 237.90 | 47.58 | 285.48 |
| Refuse freighter | 25/07/2023 | Refuse freighter | Sevenoaks District Council | S | 152.80 | 30.56 | 183.36 |
| Darent Valley Community Rail Partnership | 25/07/2023 | Grant - Darent Valley CRP | Sevenoaks District Council | X | 100.00 | | 100.00 |
| Miscellaneous | 25/07/2023 | Replacement of glass at hall - Post Box | Gaza Glass | X | 120.00 | | 120.00 |
| Street lighting | 26/07/2023 | Electricity | npower | X | 51.92 | | 51.92 |
| Allotments | 28/07/2023 | Water charges | Castle Water | L | 21.12 | 1.06 | 22.18 |
| Allotments | 28/07/2023 | Water charges | Castle Water | X | 40.11 | | 40.11 |
| Car Park | 01/08/2023 | Business Rates | Sevenoaks District Council | X | 88.00 | | 88.00 |
| Toilets | 03/08/2023 | Electricity | EDF Energy | L | 308.57 | 15.43 | 324.00 |
| Office telephone | 07/08/2023 | Office telephone | O2 | S | 13.08 | 2.62 | 15.70 |
| Tennis courts | 09/08/2023 | 40% of tennis court refurbishment | Trevor May Contractors Ltd | S | 14,248.80 | 2,849.76 | 17,098.56 |
| Allotments | 09/08/2023 | National Allotment Assc Subscription | NSALG | S | 55.00 | 11.00 | 66.00 |
| Computer/Printer Consumables | 09/08/2023 | Website | Hugo Fox | S | 29.99 | 6.00 | 35.99 |
| Recreation Ground | 09/08/2023 | Tree Surgery | Down to Earth Trees Ltd | S | 220.00 | 44.00 | 264.00 |
| Grant | 09/08/2023 | Grant for Music Festival | Louise Norris | S | 100.00 | 20.00 | 120.00 |
| Village Hall | 09/08/2023 | Electrical work for village hall fire alarm system | 7Oaks Electrical Ltd | S | 1,240.00 | 248.00 | 1,488.00 |
| Hall/Emergency Room Hire | 09/08/2023 | Hall hire | Shoreham Village Hall | X | 30.00 | | 30.00 |
| Grasscutting Shoreham | 09/08/2023 | Grass cutting | GF Garden Maintenance | X | 485.00 | | 485.00 |
| Printing Gazette/Shoreham Post | 09/08/2023 | Printing Shoreham Post | Silver Pines Services | X | 120.00 | | 120.00 |
| Allotments | 30/08/2023 | Water charges | Castle Water | L | 46.49 | 2.32 | 48.81 |
| Allotments | 30/08/2023 | Water charges | Castle Water | X | 40.11 | | 40.11 |
| Car Park | 01/09/2023 | Business Rates | Sevenoaks District Council | X | 88.00 | | 88.00 |
| Toilets | 04/09/2023 | Electricity | EDF Energy | L | 308.57 | 15.43 | 324.00 |
| Office telephone | 05/09/2023 | Office telephone | O2 | S | 13.08 | 2.62 | 15.70 |

Items to be paid @21 September 2023

Shoreham Parish Council PAYMENTS LIST

| Voucher Code | Date | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|------------|--------------------------------------|--------------------------|----------|-----------------|---------------|-----------------|
| 119 | 21/09/2023 | Website | Hugo Fox | S | 29.99 | 6.00 | 35.99 |
| 123 | 21/09/2023 | Completion invoice for tennis courts | Trevor May Contractors I | S | 3,562.00 | 712.40 | 4,274.40 |
| 121 | 21/09/2023 | Hall hire | Shoreham Village Hall | X | 30.00 | | 30.00 |
| 120 | 21/09/2023 | Printing Shoreham Post | Silver Pines Services | X | 90.06 | | 90.06 |
| 122 | 21/09/2023 | Cleaning Cross | Jeremy Tooley | X | 150.00 | | 150.00 |
| Total | | | | | 3,862.05 | 718.40 | 4,580.45 |