

SHOREHAM

Parish Clerk:
Amanda Barlow

The Post Box,
Shoreham Village Hall
High Street, Shoreham
TN14 7TB

PARISH COUNCIL

07912 611048

clerk@shorehamparishcouncil.gov.uk

You are hereby summoned to a Meeting of the Shoreham Parish Council to be held at **Shoreham Village Hall on Wednesday 6 March 2024 at 7.30pm**. Members of the Press and Public are warmly invited to attend.

Parish Clerk 1 March 2024

AGENDA

1. To receive any apologies for absence.
2. To receive any disclosures of interest from members in respect of items of business included on the agenda for the meeting.
3. Public Forum
4. County/District Councillor Reports
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
6. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 24 January 2023
7. **Matters arising from the minutes not covered by Agenda items**
 - 7.1 Follow up from PC Ashleigh Wilson
8. **Shoreham Cricket Club**
 - 8.1 Cricket Ground Banners
9. **Highways and Footpaths**
 - 9.1 **Parking Survey**
To receive an update
 - 9.2 **Footpaths**
 - To discuss next actions with regard to the steps to join the footpaths
 - Signage for footpaths
10. **Amenities Committee**
 - 10.1 To note draft minutes of the meeting on 21 February 2024
 - 10.2 To receive update from the Cross Sub Committee and agree next actions
 - 10.3 To agree, if appropriate, the grass cutting contract for 2024-25
 - 10.4 To agree, if appropriate, next steps with regard to the cleaning of the War Memorial

11. Correspondence

- 11.1. Concerns regarding the land opposite Copt Hall adjacent with A225.
- 11.2 Sevenoaks District Council – Waste sacks
- 11.3 Kent Police

12. Finance & Personnel

- 12.1 To agree items received, payable and paid
- 12.2 Grant request from:
 - 12.2.1 Sevenoaks Volunteer Transport Group
 - 12.2.2 Citizen Advice Bureau
- 12.3 Bank Account update
- 12.4 Preparation for Audit
 - 12.4.1 – Asset Register
 - 12.4.2 – Risk Assessment including Statement of Internal Control
- 12.5 Staffing (confidential)

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

- a. Planning (if required) Committee– Wednesday
- b. Planning (if required) Committee and Council Meeting – Wednesday April 2024**
- c. Annual Parish Meeting – Wednesday 24 April 2024 at 7pm**

Amanda Barlow, Clerk to Shoreham Parish Council

AGENDA DOCUMENTS

1. To receive any apologies for absence.

Cllr Thorpe

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

Agenda Item 12.5 – Staffing matter - confidential

6. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 24 January 2023

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall, Shoreham on 7 February 2024 at 7:30pm

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

Also Present: 10 members of the public, Cllr Gough (County) (in part), Cllr Edwards-Winser (District) (in part), PC Ashleigh Wilson (Kent Police) (in part) and Amanda Barlow (Clerk)

Apologies: Cllrs Owen and Powell, Cllr Roy (District)

Cllr Histed welcomed everyone to the meeting and introduced PC Ashleigh Wilson to the meeting. Cllr Histed thanked PC Wilson for attending the meeting and invited the public forum to raise any issues.

PC Wilson explained the rules around parking and what actions can be taken and she advised that she would provide the Clerk with information to share with residents.

1. To receive any apologies for absence.

Apologies were received and accepted from Cllrs Owen and Powell 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

- Mr Boyle asked if the road bridge gets checked yearly.

4. County/District Councillor Reports

Cllr Gough –

- Nigel Rowe (Highways) is happy to meet with the Council regarding the Highways Improvement Plan (HIP).
- A225 completed.
- Thames Water – road closure.
- Budget will be going to County Council on 19 February 2024. The Government has come up some extra funding for local Government which is worth about £13 million for Kent.

Cllr Gough left the meeting.

Cllr Edwards-Winser gave his report and it is attached at Appendix A.

Cllr Edwards-Winser left the meeting.

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

None

6. *To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 24 January 2024*

Members resolved to agree the minutes of 24 January 2024.

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

7.1 *Hedge cutting in the High Street*

The Clerk advised that Mr Muscat had apologised for the delay and will be getting the hedges cut shortly.

7.2 *Darent Valley Community Rail Partnership*

The Clerk confirmed that the proposal had been put on social media and there had been no comments or emails.

8. Shoreham Cricket Club

8.1 *Cricket Ground Banners*

Members agreed that the Clerk should seek clarity from the planning officer at Sevenoaks District Council and Kent Highways.

9. Highways and Footpaths

9.1 **Parking Survey**

To receive an update

Cllr Histed and Cllr Jeffery are meeting with JR Consultants and the new potential consultants, ITS Global on Thursday 8 February 2024.

Members resolved that Councillors should agree to appoint ITS Global and the fee payable to the new consultants via email, if appropriate.

9.2 **Station Road Footpaths**

To discuss next actions with regard to the steps to join the footpaths

Members agreed that this item should be discussed when Cllr Powell is at the meeting.

10. Annual Parish Meeting – 24 April 2024

To discuss and agree arrangements for the Annual Parish meeting

Members agreed to ask some people who had local knowledge to speak at the meeting.

11. Correspondence

11.1. *Shoreham Village Fete and Music Festival*

Members noted that the Parish Council were not involved in Shoreham Village Fete which takes place at the school.

Members resolved that a music festival could take place on the recreation ground on 20 July 2024.

11.2 *Sevenoaks District Council – Boundary change*
Noted.

11.3 *Shoreham Hight Street closure – Thames Water*

Noted. This item is at Appendix B.

- 11.4 Kent Police
Noted. This item is at Appendix C.

12. Finance

- 12.1 To agree items received, payable and paid

Members resolved to agree items payable and paid at Appendix D.

- 12.2 To discuss and agree, if appropriate, the grass cutting contract for 2024/25

Members asked the Clerk to confirm the frequency of the cuts.

- 12.4 Bank Account update

Members noted that the Council now have access to the Co-op account and the balance of the account is £38,332.86. **Members agreed that the monies should be transferred into the Parish Council's NatWest bank account.**

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

- a. Planning (if required) Committee and Amenities Committee – Wednesday 21 February 2024**
b. Planning (if required) Committee and Council Meeting – Wednesday 6 March 2024

Amanda Barlow, Clerk to Shoreham Parish Council

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

7.1 Follow up from PC Ashleigh Wilson

8. Shoreham Cricket Club

8.1 Cricket Ground Banners

-----Original Message-----

From: "Cllr Edwards-Winser, John" <cllr.edwards-winser@sevenoaks.gov.uk>
Sent: Tuesday, 5 March, 2024 11:52am
To: "Parish.Council, Shoreham" <clerk@shorehamparishcouncil.gov.uk>
Subject: Re: Planning - Cricket Club banners

Yep it's a tricky one.

I read through Jacks e-mail and he is correct in his assumptions. We had the same problem with the Otford football club, although they requested permanent rails around the outside of the pitch on which to hang the banners as well as keep a free area for the touch judge to run up and down. From what I can remember OPC wouldn't have objected if the whole lot had been erected and removed before/after each game, but the club were not prepared to do that.

Advertising consent might be required for the ones on the road and public footpath - unfortunately SDC would be the judge of that - a pre-ap is a bit cheaper than full planning and will give you a flavour of if it's worth proceeding or not. OPC have brought the adverts on the Sainsbury's roundabout to the attention of SDC as well as the "A" boards advertising gyms on traffic islands.

My view is that if they are only displayed during the game there wouldn't be too much of a problem, but permanently is a different matter best decided by SDC - and it might be best to obtain permission before planning.enforcement are called in.

As to the cost, again from my perspective, that is a one-off cost and the adverts are then enabled for as long as required or changed to another provider.

Also if SPC are the owner of the ground then SPC might be able to grant permission under section 12 of the act (I can't find my copy at the moment), so not sure if it covers advertising - but it only applies to ground that SPC owns, not the roadside adverts (KCC property).

Hope that helps, although I guess it only helps to confuse the issue!!

Regards

John E-W

Member for Otford & Shoreham

9. Highways and Footpaths

9.1 **Parking Survey**

To receive an update

Cllrs Histed and Jeffery to update on meeting with ITS Global and Members to agree next steps following receipt of proposals and costings.

9.2 **Footpaths**

- To discuss next actions with regard to the steps to join the footpaths
- Signage for footpaths

10. Amenities Committee

10.1 To note draft minutes of the meeting on 21 February 2024

AMENITIES & SERVICES COMMITTEE MINUTES

Wednesday 18 October 2023 at Shoreham Village Hall from 7.30pm

Present: Cllrs R Blamey (in the Chair), B Jeffery, N Powell,
Mrs L Spence and Mr J Tooley

Apologies: Cllr G Owen

Also Present: 2 members of the public

Clerk: Amanda Barlow

1. To receive any apologies for absence.

Apologies were received and accepted from Cllr Owen.

2. To approve the minutes of the meeting of the Amenities and Services Committee held on 18 October 2023 for signature by the Chairman.

Members resolved to agree the minutes of the meeting held on 18 October 2023.

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

None.

4. Resilience Plan

Members agreed to update the current plan and then Cllr Jeffery and Mrs Spence will work on a new resilience plan.

5. Grass cutting

Members resolved to recommend to the Full Council that GF Garden Services should be appointed to carry out the grass cutting in 2024-25.

6. Refuse Freighter

Members noted the scheduled and the comments regarding the reasons why there was no freighter in September.

7. Shoreham Cross

The Committee is meeting next week to discuss plans for the Shoreham Cross.

8. Recreation Ground

8.1 Tree work

Members noted that they are awaiting the response from Sevenoaks District Council on the planning application.

8.2 Area behind tennis courts

Cllr Blamey agreed that he would organise a working party to clear the area behind the tennis courts.

8.3 Tennis Club

The Clerk advised that there are currently 7 members of the tennis club.

9. Allotments

Members thanked Vanessa for her excellent work on the allotment membership.

The Clerk advised that all the rents except one have now been collected.

Mr Tolley advised that the new shed is done and there is new guttering. The hut needs new flooring and they are planning to do that when the weather is drier. The communal compost sites have been rebuilt.

There being no further business the meeting closed at 8.48pm.

10.2 To receive update from the Cross Sub Committee and agree next actions

The Committee met on Wednesday 28 February and Cllr Jeffery will give a verbal update.

10.3 To agree, if appropriate, the grass cutting contract for 2024-25

The Amenities Committee reviewed the grass cutting contract as further information had now been received and recommend to the Full Council that GF Garden Services be appointed for 24-25.

10.4 To agree, if appropriate, next steps with regard to the cleaning of the War Memorial

The Clerk is seeking quotes from specialist companies to clean the memorial and

11. Correspondence

11.1. Concerns regarding the land opposite Copt Hall adjacent with A225.

-----Original Message-----

From: "Mark Rule" <

Sent: Monday, 12 February, 2024 2:51pm

To: "Clerk@Shorehamparishcouncil.gov.uk" <Clerk@Shorehamparishcouncil.gov.uk>

Subject: Little Copt Farm Barn Exit on to Shoreham Road

Afternoon Amanda

As discussed on our call today, I am writing concerning the entrance/exit for the properties that consist of:

Butchers Barn
Copt Hall
Little Copt Bungalow
Little Copt Farm
Little Copt Farm Barn
Whitehill Cottage

The entrance/exit is located opposite Shoreham Railway Station, due to the substantial increase in residence it has become increasingly an issue when leaving our properties to enter Shoreham Road. This is two-fold:

1. If traffic is turning right into Shoreham Village from Shoreham Road, we get frequent undertaking utilising our entrance/pavement as the undertaking "lane", there is a danger for both cars and pedestrians exiting our properties.

2. Vehicles parking on the immediate right of our entrance/exit - we have seen an increase in vehicles parking in the space in front of our wall (to the right of our entrance/exit), which, depending on the height of the vehicle, does not allow sight of the road to the right and combined with 1. above increases the danger to enter Shoreham road for both cars and pedestrians exiting our properties.

I have made an application to Highway Definition Team, who have confirmed that the impacted land forms part of the publicly maintainable highway. As discussed on the phone, there has been a substantial increase in the traffic coming into our properties due to the increase in the number of residencies now present.

We are therefore looking for a solution to restrict the ability to park and undertake. The residence are aware that, due to approval for Whitehill Cottage holiday let, Little Copt Farm Building conversion and Butchers Barn conversion, fees were paid to Sevenoaks Council, which were for improvements to the surrounding area, for the benefit of the residents, due to increase in residential housing - so there are funds available that could/should be allocated to improve the safety of our entrance/exit.

Many thanks

Kind regards

Mark & Sue Rule

Little Copt Farm Barn
Shoreham Road
Shoreham
Sevenoaks
Kent
TN14

7RU

11.2 Sevenoaks District Council – Waste sacks

-----Original Message-----

From: "Trevor Kennett" <Trevor.Kennett@sevenoaks.gov.uk>

Sent: Wednesday, 28 February, 2024 12:42pm

To: "Parish and Town Councils" <ParishandTownCouncils@sevenoaks.gov.uk>

Subject: Waste Sacks

Dear Parish and Town Councils,

I thought it would be useful to send an operational update following Full Council's recent decision to end the delivery and supply of black sacks and moving to bags for life for recycling.

Black Sacks

We will continue to deliver black sacks to residents up until 1 April 2024. However distribution of black sacks will stop after this date.

We are asking residents to put their waste out in the black or grey household waste sacks typically available from most supermarkets and hardware stores. Residents should not put out waste in carrier bags.

You can order black sacks from us until 1 April to sell to local residents.

Clear Sacks

These will still be delivered to residents until they receive a bag for life for their recycling around September 2024.

These can also still be purchased from us.

Kind regards

Trevor Kennett, FRSA, CIWM, CMI
Head of Direct Services

Direct Services | Waste & Recycling | Health & Safety | Emergency Planning | Parks & Countryside | Environmental Enforcement | Markets | Fleet & Depot | Clean & Green | CCTV | Commercial Services | Parking & Traffic Enforcement.

Sevenoaks District Council
Council Offices | Argyle Road | Sevenoaks | Kent | TN13 1HG
Dunbrik Depot | 2 Main Road | Sundridge | Kent | TN14 6EP

Tel: 01732 227407

Mob: 07976 451903

Email: trevor.kennett@sevenoaks.gov.uk<<mailto:trevor.kennett@sevenoaks.gov.uk>>

Online: www.sevenoaks.gov.uk<<http://www.sevenoaks.gov.uk>>

Changes to waste and recycling sacks – questions and answers

5 March 2024

Black sacks

Why are you withdrawing free black sacks?

In common with most councils, businesses and households, we have seen significant increases in our costs. In the coming financial year, we faced a £1.3 million budget shortfall, and a significant proportion of this was directly linked to our refuse collections.

The fuel for the freighters and staff wages have all seen above inflationary price increases. Plus, with more people working from home and more reliance on home deliveries since the pandemic, we are collecting much more household waste than ever before.

We know how much our residents value their weekly collections of both waste and recycling, so we had to find cost savings to protect the current frequency of the service. We also believe we are the only council in the country to still be supplying our residents with free refuse sacks.

We therefore took the decision to stop the supply of black sacks at our budget-setting meeting on 20 February 2024. It will come into effect from 1 April 2024.

This change will save £100,000 a year and will allow us to continue to provide a weekly waste collection service for as long as possible.

You can find [out more about the changes](#).

What bags can I use?

Please use sacks made for household waste (usually the black or dark grey sacks).

To help protect the health of our crews, please do not use any other type of sack or bag, including carrier bags.

Where can I buy sacks?

Rolls of waste sacks are available from most markets, supermarkets, discount shops and hardware stores.

You can still buy Council black sacks from your usual distributor or your parish or town council up to 31 March 2024, subject to availability.

Why can't you provide me with a waste bin?

We know our waste collection service is valued and very popular with our residents. In our most recent, independently-run resident survey, 93% said they were satisfied with our waste collection service.

We are therefore committed to, and our resources focused on, continuing to provide

our residents with a weekly waste collection service.

Providing residents with bins and adapting our freighters to tip these bins would involve such significant expenditure that it would likely mean we could no longer afford to be able to continue to collect both waste and recycling every week.

I want to write in with my comments or concerns?

Please complete our [feedback form on our website](#).

Sacks for life / clear sacks

What can you tell us about the sack for life?

As part of setting next year's budget, we have decided to provide all households with a reusable sack for life for their recycling instead of providing clear plastic sacks.

This will save on single use plastics and delivery costs, helping the environment.

The change will save nearly £200,000 a year, helping us to retain weekly collections for as long as we can.

Around 130 councils already use sacks for life for their recycling. The feedback we have received from other councils has been very positive.

Further details will be available before the sacks are provided to residents in the autumn.

Will you still continue to deliver clear sacks?

You should receive a double delivery of clear recycling sacks from April onwards before your reusable sack for life is delivered in the autumn of 2024.

I live in a flat. Will I get a sack for life?

If you live in a flat and you use communal waste and recycling bins (and you do not put your recycling in a clear sack), nothing will change. You will continue to use the communal bins as you do now, so you will not be given a bag for life for recycling.

What will stop my sack from being blown away after collection?

They have a recycled plastic weighted plate in the bottom. Councils who already use these bags for life assure us that this is not a problem that they encounter.

How will I know which is my sack?

There will be a small panel on the sack where you can write your house number or name using a permanent marker.

My sack is dirty, what can I do?

Your sack can be cleaned with a cloth and water or hosed down.

As always, we recommend giving cans, tins and trays a quick clean before they go in your sack.

Can the bag for life be sealed to avoid items from spilling out?

The bags can be sealed with a Velcro strip. They are animal proof and water resistant.

I don't have a lot of room, where will I store my sack for life?

The sack folds up and is water resistant so you can store it inside or outside your home. You may be able to store it in the same place you currently store your clear sacks.

Will you collect glass in the sack for life?

No, but you can continue to use one of the 40 recycling sites for glass, textiles and cardboard across the District. View the [location of our recycling sites](#).

We create a lot of recycling and one sack may not be enough. Can we get additional sacks?

Households can request extra sacks.

I've lost my recycling sack. Can I get another one?

Households can request a replacement bag for free.

Will the rounds take longer if the collectors have to empty the sacks into the freighters?

From benchmarking with other councils that use bags for life, there are only marginal differences.

How will you cope at Christmas when more recycling is put out?

We will deploy additional resources to collect all the recycling residents put out.

Bank holiday waste collections will operate as they do now with some collection days likely to change. But no household will miss a collection day.

12. Finance & Personnel

12.1 To agree items received, payable and paid

Items received 6 February 2024 to 5 March 2024

5 March 2024 (2023-2024)

RECEIPTS LIST

Voucher	Code	Date	Minute Bank	Receipt No	Description	Supplier	VAT Type	Net
29	Interest on Precept	29/02/2024	NatWest tax save		Bank interest	NatWest Bank	X	12.23
Total							12.23	12.23

Items Paid 6 February 2024 to 5 March 2024

Voucher	Code	Date	Description	Supplier	VAT Type	Net
206	Clerk's mileage	23/02/2024	Mileage	Mrs A C Barlow	X	55.08
207	Centenary Wood	23/02/2024	Grass cutting Centenary Wood	GF Garden Maintenance	X	390.00
211	Allotments	28/02/2024	Water charges	Castle Water	X	265.14
210	Toilets	04/03/2024	Electricity	EDF Energy	L	341.90
208	Broadband	05/03/2024	Broadband	Mrs A C Barlow	X	10.00
209	Office Rent/Storage	05/03/2024	Office Allowance	Mrs A C Barlow	X	30.00
						17.10
						359.00
						10.00
						30.00

Items to be paid @ 7 March 2024

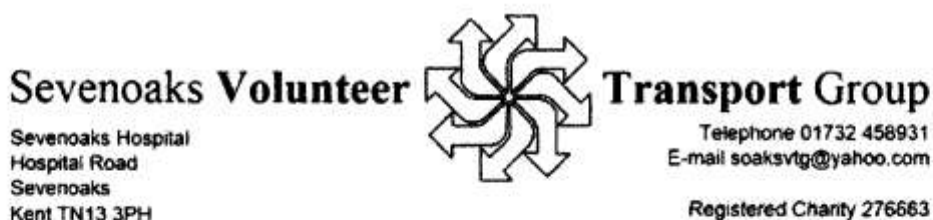
Shoreham Parish Council

5 March 2024 (2023-2024)

PAYMENTS LIST

Voucher	Code	Date	Cheque No	Description	Supplier	VAT Type	Net
212	Cricket Club	06/03/2024	CCTV for Cricket Club	Custodia CCTV	S	1,439.00	287.80
213	Village Hall	06/03/2024	Fire alarm for village hall	NKM Fire Protection Ltd	S	11,920.00	2,384.00
214	Computer/Printer Consumables	06/03/2024	Website	Hugo Fox	S	29.99	6.00
Total						13,388.99	2,677.80
							16,066.79

12.2 Grant request from:
12.2.1 Sevenoaks Volunteer Transport Group



Parish Clerk
Shoreham Parish Council

3 February 2024

Dear Mrs Barlow

I hope you and your Council members continue to enjoy good health.

At Sevenoaks Volunteer Transport Group [SVTG], our volunteer drivers provide transport for your elderly and infirm residents, who are not so fortunate, and need medical assistance.

As you know, our drivers collect their passengers, who are mostly over 75 years old, from their homes and take them to their appointments at hospitals and surgeries. Our drivers then wait for up to two hours before returning them. The transport is arranged by our paid part time Co-ordinator. Our drivers use their private cars and receive a modest mileage allowance for their petrol and other costs. Passengers may be recommended by their medical professional or may approach SVTG directly. They contribute to the cost of their transport at rates, which are lower than the alternatives.

I think you might be interested in some of the comments we have received recently from our passengers:

"The service I had was splendid – thank you very much". [Mrs E.T., Riverhead]

"An excellent service for which I am very grateful". [Mrs A.L., Otford]

"Without this service, I could not have my treatment at Pembury Hospital." [Mrs G.J., Sevenoaks]

This year we are faced with significant increases in our costs and have been forced to ask our elderly passengers to pay more towards their transport. Even so, their payments do not recover all our costs. I am therefore writing to ask you to support us financially.

Would you please ask your Councillors to consider making a grant to SVTG? If you prefer, this can be paid direct into our account at NatWest Sevenoaks, account 71586431, sort code 60-19-02.

Yours sincerely
for **SEVENOAKS VOLUNTEER TRANSPORT GROUP**



Chris Holgate
Chairman

www.sevenoaksvolunteertransport.com

12.2.2 Citizen Advice Bureau Grant cuts

From: "Sheila Birkin"
Sent: Monday, 12 February, 2024 11:56am
To: "Cllr Edwards-Winser, John" <cllr.edwards-winser@sevenoaks.gov.uk>, "Cllr Roy, Irene" <cllr.roy@sevenoaks.gov.uk>
Cc: "Jonathan Histed" clerk@shorehamparishcouncil.gov.uk, "Roger.Gough@kent.gov.uk" <Roger.Gough@kent.gov.uk>
Subject: Please re consider the cut to the Citizens Advice Grant

Dear Irene and John

I am horrified to hear that the grant received from SDC for Citizen's Advice is being cut by 36%.

I know that local authorities are desperately looking for ways to save money but this seems like utter madness. The CA provides vital advice to residents who, without this, may well end up struggling to the point when costly intervention may be needed which could cost local authorities tens of thousands of pounds. One example is a family with young children struggling with what benefits they are entitled to. CA can help them, thus reducing stress levels and easing tensions within the home. If there was no help and the parents end up not coping, the financial cost of the children coming into the care system, let alone the emotional cost, would be enormous. Another situation would be someone not being able to receive advice about her legal rights regarding her tenancy. That person could well end up homeless. This cant be right.

2,716 Sevenoaks District residents were helped last year, dealing with 6,922 issues which shows how many complicated problems clients are faced with. Homelessness is increasing, partly due to 'no fault' evictions, and the cost of living crisis is pushing many people into debt. CA can help - <>and also does preventive work to stop people falling into debt.

Please would you reconsider this cut and ask your fellow councillors to do so too.

Best Wishes

Sheila birkin
Shoreham

Copied to Cllr Jonathan Histed, Shoreham Parish Council

12.3 Bank Account update

The Co-op bank account has been closed the monies transferred to the NatWest

12.4 Preparation for Audit – to follow

12.4.1 – Asset Register

12.4.2 – Risk Assessment including Statement of Internal Control

12.5 Staffing (confidential)

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

a. Planning (if required) Committee– Wednesday

b. Planning (if required) Committee and Council Meeting – Wednesday April 2024

c. Annual Parish Meeting – Wednesday 24 April 2024 at 7pm