

SHOREHAM

Parish Clerk:

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

PARISH

07912 611048

clerk2012@shorehamparishcouncil.gov.uk

COUNCIL

DRAFT MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

at Shoreham Village Hall on 3rd January 2018 from 7:30pm

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

Also Present: 7 members of the public
District Councillor John Edwards-Winser
District Councillor Michelle Lowe

Clerk: Sarah Moon

Question Time:

Q: A member of the public enquired as to whether there had been any updates regarding the application to divert footpath SR22 as they had heard that it was at the top of the list and ready to be approved.

A: The Parish Council confirmed that they had not heard anything but had been told before Christmas that it was likely that the application would be processed early 2018. The first step of the process would be a full consultation. Nothing can be approved without this occurring first.

Q: Footpaths Group – The Shoreham Society used to have an active footpath group who would walk all the footpaths and notify KCC if there was anything amiss.

1. Apologies for absence were received from Cllr Histed (holiday).
2. There were no disclosures of interest from members.
3. The minutes of the meeting held on Wednesday 6th December (copies previously distributed) were received and authorised for signature by the Chairman.
4. The actions arising from the meeting held on Wednesday 6th December 2017 were reviewed.
5. District/County Councillor Reports

District Councillor J Edwards-Winser confirmed that SDC's HERO Service had been given an award. The service helps get people back into their homes and since 2009 it has assisted over 1500 clients.

Sevenoaks District Council will be putting up their precept by 3% and KCC by 5% (£% plus 2% for social care). Fire and Rescue and Kent Police will put theirs up by 3%. Otford will be putting theirs up by 10%. Shoreham Parish Council confirmed that it would not be increasing its precept.

No County Councillor was present.

6. Chairman's Report

There was no report from the Chairman.

7. Report from the Clerk.

- a) The Kent Downs AONB have been contacted in regard to Planning Application SE/17/03969/ARGNOT, a proposed tractor shed in the Timberden Valley.
- b) The application form to nominate Meenfield and Pilots Woods as an Asset of Community Value has been completed and sent to Sevenoaks District Council for consideration.
- c) Interest has been received from two individuals in respect of the vacancy for a Parish Councillor.
- d) I shall be attending a Clerk's Forum at Sevenoaks Town Council offices on Tuesday 16th January where the process of electing new members on to Parish Councils will be discussed.
- e) The landlord of the George Inn has given permission for the Parish Council to replace the notice board on its fence rather than installing one on the fence of Shoreham House, this being a better and safer location.
- 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.
- g) Quotes have been received for the 2018 grass cutting contract and these will be discussed in detail at the Amenities and Services meeting scheduled for 17th January 2018.

8. Finance Committee

The following recommendations agreed at the meeting of the Finance Committee held on Wednesday 20th December 2017 were agreed by full council:

- a) That the budget for 2018-2019 be approved;
- b) That the precept for 2018/2019 remain the same and be set at a figure of £38,000 per annum;
- c) That the Clerk's working hours be increased from 15 to 18 per week;
- d) That the Clerk is given the authority to set up electronic banking;
- e) That the Clerk is authorised to apply for a Parish Council credit card which may be used by all members for the purchase of small items such as toilet rolls, paint for the playground, garden sacks etc.

9. Emergency and Resilience Plan

- a) Cllr Spence gave the following update from the Resilience Team:
Cllr Spence met with Neil Vickers following the meeting of Flood Wardens in November. They agreed to split the village into zones with The Landway forming the North/South border and Manor Drain forming the East/West border. All homes in the 1 in 100 flood risk fall into zone three and a letter has been drafted to them. It was agreed that there would be an exhibition of flood prevention materials in February, with suppliers coming to demonstrate some of their products. It was agreed that Eynsford Parish Council be informed of the exhibition in case any of their residents wish to attend.
There may also still be grants available from Sevenoaks District Council, which can be used to purchase flood prevention products. The Clerk was asked to contact Richard Wilson to find out whether this is still the case.
- b) The relocating of salt to a covered location was also discussed. Only one pallet remains so Cllr Parkes agreed to ask William Alexander whether he may have room in one of his barns where it could be stored.
- c) The generator is required to be serviced and a service log maintained going forward. Godfreys should be able to do this and the Clerk was ask to obtain a cost.
- d) Installation of a fuel stabilizer to preserve the fuel in the generator was also discussed and the Clerk was asked to obtain a cost for this.
- e) The draft letter to be sent out to homes bordering the river was approved and the Clerk was requested to print off 60 copies on letter headed paper.

- f) The possibility of changing the gritting designation of Row Dow, Birchin Cross Road and East Hill from secondary to priority was discussed. District Cllr J Edwards-Winser confirmed that Row Dow has since been re-designated but Birchin Cross and East Hill have not. The Clerk was asked to write to KCC asking for re-designation of these two roads and also to write to Eynsford, asking them to request that Bower Lane be re-designated.
10. Church Field
The possibility of purchasing part or some of the church field for use as a footpath and car park was discussed. Ideally, the Parish Council would like to purchase a strip along the edge of the field, which could be used as a public footpath and enough land to allow parking for two rows of cars. Before any decision can be made, costings are required (Otford are planning to put in a new path around their Recreation Ground and this will cost around £40k) and the land owner needs to be approached asking whether he will sell this land to the Parish Council. If he has already sold it, then he should be asked for details of the purchaser so that they can be approached. Cllr Collins agreed to once again contact Andrew Montgomerie. The Clerk was also asked to contact the Darent Valley Landscape Partnership to see whether they would be able to help with the creation of a footpath. Another option would be to designate the path as a public footpath, as was recently the case with the new footpath to the Cross.
11. Partially Fallen Willow Tree
The quotes obtained to fell the willow tree on the river bank in the allotments were considered and Clerk was authorised to instruct Prestige to carry out the work.
12. Community Awards
A resident of the Parish was nominated to receive the 2018 KALC Community Award. Cllr Collins agreed to write the wording which will appear on the certificate.
13. Distribution of Gazette and Shoreham Post
Distribution of the Gazette and/or Shoreham Post to residents of East Hill and Romney Street was discussed. 85 extra homes should be in receipt of the Shoreham Post whereas five more Gazettes are required. Cllr Jeffery agreed to collect the extra copies from Ann Ball and to deliver them.
14. Dog Bins
The possibility of whether to install an extra dog bin near the footpath crossing the Darent Valley Golf Club was deferred to the Amenities Meeting on 17th January.
15. Correspondence/Information
- a) An email has been received from Sevenoaks District Council confirming that the consultation for the Shoreham Neighbourhood Area Designation closed at 5.00pm on Friday 15th December. Comments will be reviewed and a summary sent to the Parish Council for our information.
 - b) An invitation to a workshop in Ecosystems Services, specifically for Parish Councils, has been received from the Old Chalk New Downs Project. Cllr Hibbins requested that a place be booked for him.
 - c) A letter has been received from Sevenoaks District Council reminding us that we must set our precept for the coming financial year.
 - d) A letter has been received from the Kent Tree and Pond Warden Scheme requesting a donation of £25 - £50 towards its running costs. A grant of £25 was awarded.
 - e) An email has been received from Kent Wildlife Trust outlining their intention to extend the Polhill Bank Nature Reserve and asking whether they can be given a slot at a Parish Council meeting in order run through their plans.
16. Financial Matters
Accounts/Payments: The Schedule of Payments was authorised.

17. Dates of next meetings (all starting at 7:30pm unless otherwise stated)
- (a) Planning Committee and Amenities Meeting: Wednesday 17th January 2018, Shoreham Village Hall
 - (b) Planning Committee and Parish Council Meeting : Wednesday 7th February 2018, Shoreham Village Hall
 - (c) Planning Committee Meeting (if required) : Wednesday 21st February 2018, Shoreham Village Hall

The meeting closed at 21.22

Sarah Moon, Clerk to Shoreham Parish Council