

SHOREHAM PARISH

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COUNCIL

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall, Shoreham on 6 December 2023 at 7:30pm

Present: Cllrs R Blamey, B Jeffery, J Histed (Chair), A Montgomerie, G Owen, N Powell and J Thorpe

Also Present: 9 members of the public, Cllr Gough (County), Cllr Edwards-Winsor (District), Cllr Roy (District) and Amanda Barlow (Clerk)

Apologies: Cllr Sheward

The meeting was preceded with.

1. To receive any apologies for absence.

Apologies were received and accepted from Cllr Sheward.

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

- The Parish Council donated £250 to the Jubilee Gate. However, there is a problem as the hinge has been broken. The gate is mended and a plaque is going to be placed on the gate. Members commented that it was sad that the gate had not been respected.
- Assets – It appears that the Cross on the Hill and war memorial are not on the Parish Council asset register. The Clerk advised that these would be reviewed under the AGAR process.
- Hedges encroaching on the High Street – the Clerk confirmed that she had written to the land owner to ask him to cut the hedges.
- Problem with access to a resident's property due to parking on the road. Members discussed the issue and it was agreed that it would be raised at the next meeting when the PC Wilson is attending a meeting.
- Jack Sadler – Concern about a field of 60 acres which is now been sold into lots and he explained the situation with the planning and the actions taking place. It was suggested that Mr Sadler should discuss the issues with the District Councillors.
- Cllr Neil Powell – vandalism at Shoreham Station and he reported it to Otford Police.

Cllr Gough arrived at the meeting.

4. County/District Councillor Reports

Cllr Gough (County)

- A225 – agreement has now been confirmed that Kent Highways will cover the costs of the scheme. Cllr Gough does not have a timeline but the signage bits will go in as quickly as possible.
- Cllr Gough advised that there is a Highways Asset Management Plan.
- Cllr Gough advised that part of the problem is due to the unpredictable nature of dealing with Highways. KCC received £6million from the Government to deal with potholes. Cllr Gough advised that KCC is hoping to put together a multi year plan to deal with the potholes under the Government’s “pothole blitz”.
- There is massive pressure on the budget particularly with Adult Social Care, children placed in homes and private transport to school. The Autumn Statement did not give anything extra for these areas.
- Cllr Powell advised that the footpath reporting system is not working as it does not recognise the reference number.

Cllr Edwards-Winser (District)

- A copy of his report is attached at Appendix A.

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

8. Highways

8.1 A225 Speed Reduction Project

To receive an update and agree next steps

Cllr Jeffery advised that the Parish Council now have it in writing that Kent Highways will pay for the scheme.

8.2 Shoreham Highways Drain Inventory

To note the inventory

The Clerk advised that KCC had sent the inventory but the file was corrupted and she has asked for it to be resent.

Cllr Gough left the meeting.

Cllr Irene Roy (District)

- The District Council has a gap in its finance.
- The pest control service is not working and SDC will now use private companies.
- The cesspool service will cease operating in the new year.
- There will be fee increases in licences.
- A car parking review had taken place and there will be no increase in the District Council’s fees but the free Sunday parking will end.
- The District Council will no longer be providing the free black sacks.
- The recycling sacks will be replaced with enormous recycling bags. This is more environmentally friendly.
- Local Plan – residents are encouraged to make comments and the deadline for response is 11 January 2024.

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 Agenda item 10.5 in confidence.

6. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 1 November 2023

Members resolved to agree the minutes of meeting on 1 November 2023.

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

7.0. 9.0 Darent Valley Community Rail Partnership

The Clerk advised that she is still awaiting the presentation for the website and social media.

8. Highways

8.3 Parking Survey

To agree next steps

Cllr Histed advised that there has been a meeting of the transport working group. The Parish Council is awaiting the response of the professional advisers prior to arrange a meeting.

Members agreed that the Clerk should ask the consultant for a meeting and publish the Shoreham Parish Traffic and Parking Roadmap

8.4 Highways Improvement Plan

To discuss the request from the Shoreham Society

It was agreed that this item will be discussed with the professional advisers.

9. Amenities

10.1 Maintenance of assets

To agree, if appropriate, the maintenance quotes for the following:

10.1.1 Filston Road car park

10.1.2 Station Road path maintenance

Members resolved to instruct GF Garden Maintenance to carry out the maintenance in Filston Road car park and the station road car park.

10.1.3 The Cross maintenance

Members agreed that Cllrs Jeffery, Cllr Blamey, Cllr Histed and Mr Tooley would meet to agree the best way to carry out the maintenance.

10. Correspondence

10.1. KALC Community Awards Scheme

Members agreed to take part in the Community Awards Scheme.

10.2 Lullingstone

Noted.

10.3 Kent Police

Noted.

10.4 General correspondence

Noted.

10.5 Freedom of Information Internal Review

Members resolved that the process was appropriate and met with legislation.

11. Finance

11.1. To agree items received, payable and paid

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

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

a. Planning (if required) Committee– Wednesday 20 December 2023

b. Planning (if required) Committee– Wednesday 10 January 2024

c. Planning (if required) Committee and Council Meeting – Wednesday 24 January 2024

d. Dates for meetings in 2024 attached at Appendix C.

Amanda Barlow, Clerk to Shoreham Parish Council

Appendix A

As you might be aware the **consultation on the Council's draft local plan** has now begun. Comments can be submitted on Plan 2040 from **Thursday 23 November 2023 until midnight on Thursday 11 January 2024** at www.sevenoaks.gov.uk/plan2040. Plan 2040 can also be viewed at local libraries, town or parish council offices and Sevenoaks District Council's offices.

The Council is also running 'Pop-up' sessions at the following locations where the public can find out more and comment on Plan 2040:

- Monday 4 December 2023, 4.30pm to 7.30pm at Sevenoaks District Council's offices, Argyle Road, Sevenoaks, TN13 1HG
- Wednesday 6 December 2023, 4.30pm to 7.30pm at the Eden Centre, Four Elms Road, Edenbridge, TN8 6BY
- Monday 11 December 2023, 4.30pm to 7.30pm at White Oak Leisure Centre, Hilda May Avenue, Swanley, BR8 7BT
- Tuesday 12 December 2023, 4.30pm to 7.30pm at the Village Hall, London Road, West Kingsdown, TN15 6BZ
- Wednesday 13 December 2023, 4.30pm to 7.30pm at the John Fryth Room, St. Mary the Virgin Church, The Green, Westerham, TN16 1AS
- Thursday 4 January 2024, 4.30pm to 7.30pm at Farningham Village Hall, High Street, Farningham, DA4 0DH
- Tuesday 9 January 2024, 4.30pm to 7.30pm at Sevenoaks Leisure Centre, Buckhurst Lane, Sevenoaks, TN13 1LW

The plan sets out what can be built and where over the next 15 years. It will help to deliver much needed new homes, including affordable homes, while promoting residents' health and wellbeing and protecting the environment, including the overwhelming majority of the Green Belt. The sites under consideration are in the most suitable locations, close to existing settlements, transport and services. Some are on poorly performing Green Belt, such as land that may already have been built on.

While Plan 2040 proposes to make the best use of these sites, the Council faces a big challenge as the Government has told us the District needs 10,680 new homes from 2025 to 2040. As the Sevenoaks District is 93% Green Belt, the third highest proportion in England, the Council has to consider a limited number of Green Belt sites to meet the District's future housing and development needs.

- The NPPF is being updated to ensure the planning system prioritises the roll-out of EV chargepoints, including EV charging hubs. The new measures are aimed at preventing lengthy delays to connect to the electricity grid.
- Homeowners will be given permitted development rights to convert houses into two separate flats, as long as the exterior of the property is not changed.

Car Idling campaign

We had a very enthusiastic response from schools across the district to our poster competition to encourage motorists to turn off their engines when parked, helping to improve air quality around schools. The winning design '**Stop engine idling**' poster formed the basis of banners and posters that are now on display outside many local schools.

Appendix B

Items received 1 November to 5 December 2023

5 December 2023 (2023-2024)

**Shoreham Parish Council
RECEIPTS LIST**

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
19	Allotments	02/11/2023	Allotments rents	Allotment Holders	X	15.00		15.00
20	Allotment rent	06/11/2023	Allotments rents	Allotment Holders	X	25.00		25.00
21	Allotment rent	08/11/2023	Allotments rents	Allotment Holders	X	40.00		40.00
18	Interest on Precept	30/11/2023	Bank interest	NatWest Bank	X	27.23		27.23
Total						107.23		107.23

Items paid 1 November to 5 December 2023

**Shoreham Parish Council
PAYMENTS LIST**

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
151	Car Park	01/11/2023	Business Rates	Sevenoaks District Council	X	88.00		88.00
155	Audit fees	02/11/2023	External Audit fee	Mazars	S	420.00	84.00	504.00
152	Scribe licence	02/11/2023	Scribe licence	Scribe 2000 Ltd	S	468.00	93.60	561.60
153	Toilets	02/11/2023	Toilet Supplies	Goldservice Contract Cleaning Ltd	S	201.10	40.22	241.32
138	Office Rent/Storage	02/11/2023	Office Allowance	Mrs A C Barlow	X	30.00		30.00
158	Toilets	02/11/2023	Light for toilet	Brian Jeffery	S	7.55	1.51	9.06
154	Toilets	02/11/2023	Toilet repair	7Oaks Electrical Ltd	X	105.00		105.00
137	Broadband	02/11/2023	Broadband	Mrs A C Barlow	X	10.00		10.00
156	Emptying litter bins	02/11/2023	Emptying Litter Bins	Sevenoaks District Council	S	104.00	20.80	124.80
159	Hall/Emergency Room Hi	02/11/2023	Hall hire	Shoreham Village Hall	X	27.00		27.00
157	Grasscutting Shoreham	02/11/2023	Grass cutting	GF Garden Maintenance	X	585.00		585.00
162	Toilets	06/11/2023	Electricity	EDF Energy	L	341.90	17.10	359.00
168	Salt bins	20/11/2023	Grit bins	Glasdon UK Ltd	S	420.98	84.20	505.18
166	Playground Repairs	20/11/2023	Playground repairs	Midas Building and Landscaping	X	2,300.00		2,300.00
167	Shoreham Cross	20/11/2023	Cleaning Cross	Jeremy Tooley	X	135.00		135.00
164	Allotments	28/11/2023	Water charges	Castle Water	L	88.54	4.43	92.97
165	Toilets	28/11/2023	Water charges	Castle Water	X	265.14		265.14
161	Toilets	04/12/2023	Electricity	EDF Energy	L	341.90	17.10	359.00

Items to be paid @ 6 December 2023

6 December 2023 (2023-2024)

**Shoreham Parish Council
PAYMENTS LIST**

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
160	Office telephone	06/12/2023	Office telephone	O2	S	13.08	2.62	15.70
179	Refuse freighter	06/12/2023	Refuse freighter	Sevenoaks District Council	S	152.80	30.56	183.36
174	Hall/Emergency Room Hire	06/12/2023	Hall hire	Shoreham Village Hall	X	60.00		60.00
175	Grasscutting Shoreham	06/12/2023	Grass cutting	GF Garden Maintenance	X	450.00		450.00
178	Clerk's mileage	06/12/2023	Mileage	Mrs A C Barlow	X	38.72		38.72
177	Office Rent/Storage	06/12/2023	Office Allowance	Mrs A C Barlow	X	30.00		30.00
176	Broadband	06/12/2023	Broadband	Mrs A C Barlow	X	10.00		10.00

Appendix C**Meeting Dates and Venues for 2024**

Meeting	Day	Date	Venue
Full Council Planning (if required)	Wednesday	24 January 10	SVH SVH
Full Council Amenities and Planning (if required)	Wednesday	7 February 21	SVH SVH
Full Council Planning (if required)	Wednesday	6 March 20	SVH SVH
Full Council Planning (if required) Annual Parish Meeting	Wednesday	3 April 17 24	SVH SVH SVH
Full Council and AGM Planning (if required)	Wednesday	1 May 15	SVH SVH
Full Council Planning	Wednesday	5 June 19	WHC SVH
Full Council Planning (if required)	Wednesday	3 July 17	SVH SVH
Planning (if required) Planning (if required)	Wednesday	7 August 21	SVH SVH
Full Council Planning (if required)	Wednesday	18 September 4	SVH SVH
Full Council Planning (if required)	Wednesday	2 October 16	SVH SVH
Full Council Planning (if required)	Wednesday	6 November 20	SVH SVH
Full Council Planning (if required)	Wednesday	4 December 18	SVH SVH

All meetings start at 7.30pm

SVH – Shoreham Village Hall

WHC – Well Hill Church