

**SHOREHAM**

Parish Clerk:

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**COUNCIL**

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

Remotely via Zoom 1<sup>st</sup> July 2020 from 7:30pm

Present: Jonathan Histed (in the Chair)  
R Blamey, M Cockburn, A Hibbins, B Jeffery, N Powell and M Sheward

Also Present: 3 members of the public

District Councillor Irene Roy  
District Councillor John Edwards-Winser  
County Councillor Roger Gough

Clerk: Sarah Moon

Question Time:

1. There were no apologies for absence.
2. There were no disclosures of interest.
3. The minutes of the meeting held on Wednesday 3<sup>rd</sup> June 2020 (copies previously distributed) were agreed and the Clerk was authorised to sign them on behalf of the Chairman.

4. **District/County Councillor Reports**

**County Councillor Roger Gough**

- Works have started on the footpaths at Preston Hill Country Park .
- Rick Bayne is still touch with the landowner of the church field regarding the footpath from the station in to the village. If any small scale infrastructure is need, then County Councillor Gough would be willing to support that. There has also been a delay to the Samuel Palmer trail. This is due to a problem with the app and is currently being looked in to.
- The broadband deployment at Well Hill is now live and most properties are now able to get it. It is great to see a resolution to a very long standing issue.
- The Highways and Country Parks departments have been asked to go and look at the traffic/parking situation at Lullingstone and also to speak with Castle Farm.
- A new system for booking at Household Waste Recycling Centres is due to be implement. The new system will allow for more bookings as well permitting households to book two visits a month.
- County Councillor Gough will attend the meeting with Laura Trott MP at the station on Friday 3<sup>rd</sup> July along with the Clerk.
- KCC have received £1.6 million for the first stage of the government's Active Travel Strategy. This represents 100% of the bid amount. Various schemes will be delivered over the next 8 weeks and, if successful, can bid for the remaining 6.4 million. A measured approach must be taken however to minimise the impact on businesses.

- The land near Polhill, where a large amount of fly tipping has occurred, belongs to Highways England. KCC's Head of Highways have been in touch with Highways England and the rubbish should soon be removed.

#### **District Councillor John Edwards-Winser**

SDC officers are now open with staff numbers being limited to sixty. Members of the public are allowed to enter the offices but have to queue outside.

#### **District Councillor Irene Roy**

Laura Trott MP is coming on Friday 3<sup>rd</sup> July to look at getting step free access to Shoreham Station. The report recently compiled by GTR has flagged up a number of problems, meaning that costs could be prohibitive. She will be returning to the area in August and can be approached then if there are any further issues.

District Councillor Irene Roy will be meeting with the owners of Preston Farm 21<sup>st</sup> July to discuss their plans for the future.

District Councillor Irene Roy congratulated Cllr Powell on the excellent job he has made on the document detailing the case for a reduction in the speed limit on the A225. The document should surely get the attention of the JTB Chairman and Committee.

### **5. Chairman's Report**

There was no report from the Chairman.

### **6. Clerk's Report**

- An annual subscription of £20 per household has been introduced in an attempt to increase the revenue needed to pay for the maintenance of the court. This has been successful so far with around 10 subscriptions being sold in the first few days of them being available. A booking system has also been introduced so now people may only play if they have reserved the court. Players wishing to hire the court should show their membership card at the village shop, where availability will be checked in the diary. For those people who do not wish to take out an annual membership, then the fee of £5 per hour will apply.
- Following an excessive amount of litter on the Village Green, Cllr Powell has designed some posters asking people to take their rubbish home. These have been fixed to the bins along the river and in the Recreation Ground. At present the posters appear to be getting the message across but this will need to be monitored.
- HugoFox have been instructed to build the new PC website. An example home page and layout of the pages required have been provided. The build will commence on 17<sup>th</sup> July and should take around 1 month to complete.
- The Clerk requested three weeks holiday starting Monday 27<sup>th</sup> July.
- The Clerk will be attending an on-line training course on 21<sup>st</sup> July entitled 'Effective Working in a Virtual World'.

### **7. Excessive Numbers of Visitors**

The excessive number of visitors coming to the village on weekends and the resulting impact this is having on local residents was considered.

Several residents have contacted the Clerk and Cllr Sheward asking for this issue to be discussed. There are several problems:

- Increase in the amount of litter;
- Lack of respect shown by visitors for local residents' properties (i.e. not respecting property boundaries, looking into residents' windows, parking on peoples' driveways);
- Anti-social behaviour such as urinating behind the village hall, in the car park and on the Landway;
- Nowhere for residents to park if they leave the village which often means that residents are prevented from leaving the village on such days.
- Inconsiderate and dangerous parking.

The problem is particularly bad in the centre of the village but the whole of the parish has seen an increase in the number of visitors.

Several councillors do not want any further promotion of the village as a tourist destination. With the planned development at Fort Halstead and other sites nearby, the number of people coming to the village will inevitably increase so further promotion is not needed. The Parish Council's duty should be to the residents of the parish, not its visiting population.

Not all councillors held this view stating that this is national problem caused by a perfect storm of lockdown, sunny weather and people not at work or school. The problem in Shoreham is exacerbated by the fact that nothing has been open and so people are wandering around aimlessly and congregating in open spaces. Once life returns to normal and people have more of a choice of places to visit on the weekend, there should be a reduction in the number of people visiting the village.

Some measures which can be taken now and in future however include:

- Reminding people to take their rubbish home;
- Attempting to disburse people throughout the area by making maps available of walks in the surrounding hills not just in the village centre;
- Ensuring Shoreham is included on SDC's list for traffic warden patrols;
- Ensuring Shoreham is included on weekend police patrols.

In the meantime, all councillors were asked to monitor the situation over the coming weeks and months in order to determine whether the easing of lockdown results in a reduction in the number of visitors.

#### 8. **Re-opening of Playground**

Government guidelines have stated that playgrounds may re-open from 4<sup>th</sup> July. Members discussed whether it would be practical to re-open the playground in Shoreham.

It was agreed that the guidance was unclear in relation to the PC's obligations and that the Clerk should contact both the insurance company and KALC for further clarification.

It was then RESOLVED that if the Parish Council is able to comply with whatever KALC states, then the playground should be re-opened.

#### 9. **Working Group Updates**

Updates from the following working parties were received:

##### a) **Traffic and Parking Working Party**

Cllr Powell stated that his document for submission to the JTB was almost complete and that it had been circulated to all members. He is awaiting some letters/quotes of support from Eynsford PC, Otford PC and the DVLP and the Clerk confirmed that she had been in touch with these organisations and had requested the same. Cllr Powell also asked if Laura Trott MP could be contacted for a letter of support.

##### b) **Broadband Working Party.**

Cllr Cockburn reported that Cllr Hubble has organised a Zoom call for Monday 6<sup>th</sup> July with KCC and BT Open Reach in order to obtain clarity on the next steps in the process. A full update will be provided following this meeting.

**10. Cricket Club**

The following requests from the Cricket Club were discussed:

- a) The installation of three bee hives at the bottom of the car park away from the clubhouse. A small fence and gate would be erected around the hives along with a warning sign. For each jar of honey sold, £1 will be donated to the cricket club, adding an estimated £180 per annum to the club's coffers.

It was RESOLVED that the cricket club be granted permission for this.

- b) The erection of a sign on the gable end of the pavilion informing people that they have arrived at the club. The sign would be professionally painted by the same sign writer who has made the new sign at the King's Arms.

It was RESOLVED that the cricket club be granted permission for this as long as the sign is not illuminated.

Separately, the Clerk was asked to write to the Cricket Club requesting that they advertise their matches and publish their fixtures more widely. Many people would enjoy watching matches but they never know when they are on.

**11. CCTV**

The possibility and feasibility of installing CCTV in the village was briefly discussed but it was felt that the detail would be better dealt with via a Working Group.

It was therefore RESOLVED to set up a working group with the purpose of investigating the installation and use of CCTV for the benefit of the parish.

Cllrs Blamey, Cockburn, Histed and Jeffery agreed to form the working party and that the first meeting be scheduled for Wednesday 22<sup>nd</sup> July at 7.30pm. The Clerk agreed to facilitate this meeting via Zoom.

**12. Correspondence/Information**

- a) An update regarding the step free access to Shoreham Station has been received. A survey has been undertaken and a draft options report produced, which has been circulated to GTR and Network Rail. A meeting with the community group who are driving the step free access and Laura Trott MP will be taking place on 3<sup>rd</sup> July 2020. The Clerk and Roger Gough will attend this meeting.
- b) An email has been received advising that at the SDC People and Places Advisory Committee, a loan application SENCIO to keep leisure centres open was denied.
- c) Numerous letters, emails and messages have been received in relation to the excessive number of visitors coming to the village and the resulting anti-social and disrespectful behaviour this has caused.

**13. Financial Matters**

The schedule of payments as shown in Appendix B was approved.

**14. Dates of next meetings (all starting at 7:30pm unless otherwise stated)**

- a) Planning (if required) and Finance – Wednesday 15<sup>th</sup> July
- b) Planning (if required) – Wednesday 5<sup>th</sup> August
- c) Planning (if required) – Wednesday 19<sup>th</sup> August

d) Planning (if required) and Parish Council Meeting – Wednesday 2<sup>nd</sup> September

The meeting closed at 9.45pm

Cllr Cockburn reported the Shoreham Society have asked the Parish Council to reconsider opening the public toilets.

Sarah Moon, Clerk to Shoreham Parish Council

Appendix B – Schedule of Payments

2 July 2020 (2020-2021)

**Shoreham Parish Council  
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
71	09/06/2020		NetWest current acco		Litter Picker	Amazon	S	9.00	1.80	10.80
61	11/06/2020		NetWest current acco		Postage	Post Office Limited	X	9.10	0.00	9.10
62	11/06/2020		NetWest current acco		Postage	Post Office Limited	X	9.10	0.00	9.10
63	23/06/2020		NetWest current acco		Training	KALC	X	50.00	10.00	60.00
72	24/06/2020		NetWest current acco		Stationery	Amazon	S	4.95	0.99	5.94
73	01/07/2020		NetWest current acco		Office telephone	O2	S	10.65	2.13	12.78
80	01/07/2020		NetWest current acco		Subscription	Zoom	S	11.99	2.40	14.39
70	01/07/2020		NetWest current acco		Clerk's salary	Sarah Moon	X	979.81	0.00	979.81
74	01/07/2020		NetWest current acco		Broadband	Sarah Moon	X	10.00	0.00	10.00
75	01/07/2020		NetWest current acco		Office Allowance	Sarah Moon	X	30.00	0.00	30.00
76	01/07/2020		NetWest current acco		Business Rates	Sevenshals District Council	X	84.00	0.00	84.00
77	01/07/2020		NetWest current acco		Water charges	Castle Water	X	34.17	0.00	34.17
78	01/07/2020		NetWest current acco		Electricity	EDF Energy	X	30.00	0.00	30.00
79	01/07/2020		NetWest current acco		Water charges	Castle Water	X	3.00	0.00	3.00
66	02/07/2020		NetWest current acco		Empty dog waste bins	Sevenshals District Council	S	330.20	45.24	375.44
64	02/07/2020		NetWest current acco		Tennis Subscription	Neil Powell	X	23.93	0.00	23.93
65	02/07/2020		NetWest current acco		Printing Shoreham Post	Silver Pines Services	X	27.50	0.00	27.50
67	02/07/2020		NetWest current acco		PAYE & NI	HM Revenue & Customs	X	25.61	0.00	25.61
68	02/07/2020		NetWest current acco		Lengsfarmen wages	N McDonnell	X	34.88	0.00	34.88
69	02/07/2020		NetWest current acco		Lengsfarmen wages	Mrs A Hollands-Parsons	X	261.60	0.00	261.60
81	02/07/2020		NetWest current acco		Grass cutting	GF Garden Maintenance	X	270.00	0.00	270.00
<b>Total</b>								<b>2,249.49</b>	<b>62.56</b>	<b>2,312.05</b>