

SHOREHAM PARISH COUNCIL

Parish Clerk: Amanda Barlow
PO Box 618
Sevenoaks
TN13 9TW

clerk@shorehamparishcouncil.gov.uk

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall 18 January 2023 at 7:30pm

Present: Cllrs J Austin, R Blamey, M Cockburn, B Jeffery (Chair), N Powell and M Sheward

Also Present: 9 members of the public (in part), Cllrs Edwards-Winsor (District) (in part), Cllr R Gough (County) (in part), Amanda Barlow (Clerk)

Apologies: Cllr R Waterton (District) and Cllr I Roy (District)

Public Forum:

- Members of the public asked that the chairs are placed closer to the table and for Members to speak clearly to make hearing the Councillors easier.
- Cllr Powell commented that there seems to be a lot of crime happening in the village. Cllr Jeffery asked members of the public to report anything to the police.
- A resident advised he was attending the meeting in relation to the Agenda item 11.2 and he explained the history as to why he has dogs in his year, which were to protect him after being a victim of crime.
- Cllr Edwards advised that there is a spate of crime where catalytic converters are being stolen.

1. To receive any apologies for absence.

Apologies were received and accepted from Cllrs Histed.

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

None.

3. District/County Councillor Reports

District – Cllr Edwards-Winsor gave his report and a copy is attached at Appendix A

County – Cllr Roger Gough commented as follows:

- o A225 scheme was approved by the JTB and full costings should be ready by the next Full Council meeting.
- o The Highways Improvement Plan has been redesigned and the Clerk advised that she had received the email during the meeting.
- o Cllr Austin advised about the issue over people racing fast cars on the road from Hewitts to Well Hill.
- o There has been a lot of concern over the various flooding incidents on the A225 and a lot of work is being undertaken around the gulleys.
- o Homes for Ukraine – the scheme nationally was set up to run to March and there was a lot of concern. KCC up the rates for the people who were hosting to March. There is a new scheme coming from the Government.

- The budget is being brought forward but it will be brutal. The current proposal is to bring the Member grant down to £6,300 (from £10,000).
 - Cllr Jeffery asked when the salt bins are being refilled. Cllr Gough advised that he will check up on when it will be done.
 - Cllr Powell asked about the overhead cables being put underground. Cllr Gough advised that he would check what is happening.
 - Cllr Jeffery asked about the passing points in Magpie Bottom and agreed with Cllr Gough that it would not be a viable project.
4. 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.
5. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 7 December 2022

Members resolved to agree the minutes of the meeting held on 7 December 2022.

Cllrs Gough and Edwards-Winsor and Cllr Gough left the meeting.

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

6.1 Darent Valley Landscape Partnership Scheme – Shoreham Path

Work has already begun the path.

The hedges may need to be cut by hand which could mean increased costs and Members agreed that the Clerk may need to get an alternative quote.

6.2 Re-surfacing of Tennis Courts

Works to be carried out are the resurfacing of both the tennis and MUGA, replacement of the existing basketball goals with combination small sided football and basketball goals, with additional rigid mesh panels to either side of combination goal at far end only.

Tennis surface to be coloured in two tone green, dark green play and lighter green surround, MUGA to be the same lighter green as the tennis court run offs.

It is currently looking like the work will be starting in April 2023, provided the access across the sloping field has dried out sufficiently by then. Anticipate 2-3 weeks to complete the preparation and resurfacing and installation of the goals. Minimum curing time for new asphalt surface is 3 weeks, before surfaces can be colour sprayed and line marked. Tennis lines only on tennis court, basketball lines only on MUGA, if small-sided football share use of the shooting circles for basketball. Otherwise, an extra set of shooting circles for small-sided football to be added at small extra cost. Drawing to be sent to allow line options to be considered and an instruction issued. Details and exact cost for combination goals to be forwarded for sign off.

Members asked Cllr Jeffery to request that they put something down to protect the grass.

6.3 Refurbishment of Public Convenience

The ceiling will be painted, the light replaced and the arm for the disabled toilet fixed.

6.4 Gate at Parish Church

The work has begun to install the gate and it will be known as the Jubilee Gate.

6.5 Cricket Club – Trees

All Tree Consultancy have been instructed to fell the trees identified at 1 (apple), 8 (Hawthorn) and 9 (Goat Willow) and carry out the work at 7 (Goat Willow). They have been asked to suggest 3 suitable trees to replace those felled.

6.6 Path by recreation ground

The Clerk and Cllr Jeffery are meeting with the contractor to finalise the work and it should be done imminently.

6.7 Shoreham Cross

The Clerk is continuing to make enquiries regarding the Cross and its previous restoration.

6.8 Notice Board

A new notice board has been ordered for the wall immediately outside the door to the village hall. This notice board will be for Shoreham Community Notices.

7. **Finance**

7.1 To review the 2022-23 budget as at 18 January 2023
Noted.

7.2 To review the draft 2023-24 budget

Members resolved to agree the 2023-24 budget as presented.

7.3 To set the precept for 2023-24

Members unanimously resolved to set the precept for 2023-24 at £45,210 with the per household charge of £62.91 remaining unchanged from 22-23.

23-24 Budget

Payments:	£67,070
Less Income:	£14,963
Less Reserves:	<u>£ 6,897</u>

Precept:	£45,210
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7.4 To review grant application from Sevenoaks Voluntary Transport

Members resolved to award a grant to the SVT of £50.00

7.5 To agree items paid, payable and received

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

8. **Highways Working Party**

8.1 A225 Speed reduction

Cllr Gough had already discussed the matter. Cllr Jeffery advised that once the Council received the details and costings from KCC Highways the further plan would be agreed. Funding would come for Cllr Gough, Highways and Parish Council.

8.2 Highways Improvement Plan

The Clerk advised that she has just received a new format for the HIP and it was agreed that the HIP would be reformatted and presented at the next meeting.

8.3 Well Hill

A resident advised about speeding at Hewitts roundabout down the M25 spur. Residents would like to get the national speed limit which is in place from the border of Sevenoaks onwards to be changed and it was agreed to put this the HIP.

9. Well Hill Mission Church

To discuss the status of Well Hill Mission Church as a Community Asset.

The Clerk advised that she had received some basic information from KALC as the legal advisor had been off sick for some time. The Clerk advised that she had received advice to contact Rural Kent and had done so.

10. Shoreham Village Hall

To review and agree, if appropriate, funding the CCTV for the Village Hall.

Cllr Jeffery advised that village hall had requested for further cameras for surrounding area following break ins at the shop. The Village Hall Committee would be responsible for the data from the camera.

The quote for the 2 cameras of £1,900 plus £862 for the APNR camera.

Members resolved to agree to purchase the cameras at the cost of £1,900 and £862.

11. Correspondence

11.1 To review requests for memorial benches from two families

Members agreed that the first request should be referred to Kent footpaths.

Members agreed that the second request should be declined but that the family should be invited to plant a tree in memory in the millennium woods.

11.2 Dogs from Longland Farm

Cllr Austin advised that residents are anxious about the dogs at Longland Farm.

The owner of the farm and the dogs advised that the dogs are locked up and the dogs are in the yard and cannot get out. The owner has taken action and the dogs are now secure.

11.3 Elections – May 4th 2023

The Clerk advised that elections will take place on 4 May 2023.

11.4 General Correspondence

Noted at Appendix

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

12.1 Parish Council Meeting – 1 Wednesday February 2023

12.2 Amenities and Planning (if required) Meeting – 15 Wednesday February 2023

The meeting ended at 21.045.

Appendix A – District Report

Council report Jan 23

Budget

SDC are in a very good shape financially due to the decisions that members have made through this and previous budgets and the work of officers in implementing these decisions.

The budget will come to Full Council on the 21st.

No Idling Campaign

SDC have run a competition with local schools for a poster to promote “No Idling Week” which runs from the 30th of January, this supports our work on Air Quality, Net Zero and the wider ambitions around the Movement Strategy

Ukrainian Refugees

Talks have taken place with top Civil Servants about the challenges we are facing in the district around re-matching for Ukrainians whose accommodation under the Homes for Ukraine scheme comes to an end. SDC along with KCC and Sevenoaks Welcomes Refugees are arranging two New Host events next week. They will be in Swanley on Wednesday 18th and Sevenoaks on Thursday 19th 6:30-8:30pm. We are hopeful we can get a few new host families to sign up, the housing we are in particular need of is for three people plus.

Voter identification awareness campaign and other changes

The Electoral Commission has launched a public awareness campaign ahead of the introduction of photographic identification at the May 2023 elections. The campaign will include a mass advertising campaign across mixed media (TV, Out-of-Home i.e. Billboards, Video on Demand, radio, print, social media and more). In addition, the Commission has published new Voter ID resource packs for partners to use to help amplify messages to key groups.

The SDC elections team has been hard at work putting in place all of the changes required for May, which go beyond Voter ID and include accessibility of venues and the provision of a separate private room, as you will know across the district we have traditionally used a variety of locations including pubs and older buildings and making sure these fit the new regulations is a mammoth task, we also need to train poll staff, many of whom have been carrying out the role for decades, around all the new procedures.

Voter ID at elections

Voter ID at elections

The UK Government has introduced a requirement for voters to show photo ID when voting at a polling station.

This new requirement will apply for the first time at the District and Town and Parish Council elections on Thursday 4 May 2023.

Which forms of ID can I use to vote?

You may already have a form of photo ID that is acceptable. Only original documents can be accepted at the polling station; scanned images or copies cannot be accepted.

If your photo ID has expired it will be accepted as long as the photograph is still a good likeness to you.

You can use any of the following:

- Passport
- Driving licence (including provisional license)
- Blue Badge
- Certain concessionary travel cards
- Identity card with PASS mark (Proof of Age Standards Scheme)
- Biometric Immigration document
- Defence identity card
- Certain national identity cards

For more information on which forms of photo ID will be accepted, visit [The Electoral Commission website](#) or call their helpline on 0800 328 0280.

If you don't have an accepted form photo ID

If you don't already have an accepted form of photo ID, or you're not sure whether your photo ID still looks like you, you can apply for a free voter ID document, known as a Voter Authority Certificate.

Apply for Voter ID

Alternatively, you can complete a [paper application form](#). If you would like a copy of the application form sent to you please contact electoral.service@sevenoaks.gov.uk or call 01732 227000.

Appendix B

Items Paid 1 December to 18 January 2023

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
142	Car Park	01/12/2022		NatWest current account		Business Rates	Sevenoaks District Council	X	84.00		84.00
145	Toilets	05/12/2022		NatWest current account		Electricity	EDF Energy	X	191.00		191.00
146	Office telephone	06/12/2022		NatWest current account		Office telephone	O2	S	11.55	2.31	13.86
150	Subscriptions - KALC/SLC	08/12/2022		NatWest current account		SLCC Subscription (50%)	SLCC Enterprises Ltd	X	139.50		139.50
151	Tree Inspection	08/12/2022		NatWest current account		Tree Inspection	SL Tree Care	S	200.00	40.00	240.00
152	Computer/Printer Consumables	08/12/2022		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99
154	Hall/Emergency Room Hire	08/12/2022		NatWest current account		Hall hire	Shoreham Village Hall	X	60.00		60.00
153	Printing Gazette/Shoreham Post	08/12/2022		NatWest current account		Printing Shoreham Post	Silver Pines Services	X	60.45		60.45
155	Street lighting	08/12/2022		NatWest current account		Street lighting repairs	PSR Lighting and Signs Ltd	S	349.00	69.80	418.80
158	Toilets	28/12/2022		NatWest current account		Water charges	Castle Water	X	31.66		31.66
159	Allotments	28/12/2022		NatWest current account		Water charges	Castle Water	X	53.08		53.08
161	Car Park	03/01/2023		NatWest current account		Business Rates	Sevenoaks District Council	X	84.00		84.00
162	Toilets	04/01/2023		NatWest current account		Electricity	EDF Energy	X	191.00		191.00
163	Office telephone	05/01/2023		NatWest current account		Office telephone	O2	S	11.55	2.31	13.86

Items to be paid 19 January 2023

18 January 2023 (2022-2023)

Shoreham Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
164	Office telephone	19/01/2023		NatWest current account		Office telephone	O2	S	11.55	2.31	13.86
165	Broadband	19/01/2023		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
167	Hall/Emergency Room Hire	19/01/2023		NatWest current account		Hall hire	Shoreham Village Hall	X	60.00		60.00
170	Refuse freighter	19/01/2023		NatWest current account		Refuse freighter	Sevenoaks District Council	S	285.04	57.01	342.05
166	Office Rent/Storage	19/01/2023		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
171	Payroll	19/01/2023		NatWest current account		Payroll	DM Payroll Services Ltd	X	60.00		60.00
172	Dog waste bins	19/01/2023		NatWest current account		Empty dog waste bins	Sevenoaks District Council	S	354.90	70.98	425.88
173	Emptying litter bins	19/01/2023		NatWest current account		Emptying Litter Bins	Sevenoaks District Council	S	104.00	20.80	124.80
176	Clerk's mileage	19/01/2023		NatWest current account		Mileage	Mrs A C Barlow	X	55.08		55.08
175	Heat Energy Project	19/01/2023		NatWest current account		Heat Project	BHESCO	S	5,416.67	1,083.33	6,500.00

Appendix C

- 1.SDC - Kent Public Health - Strep A FAQs
- 2.SDC - Ukraine Host Scheme – posted on social media
3. SDC: Views sought on Homelessness and Rough Sleeper Strategy
4. NALC Newsletter
5. SDC: Community Safety News Issue 63 - December 2022
6. KALC - M20 Moveable Barrier: project update
7. SDC - Here for you - Cost of Living leaflet – posted on social media
8. SDC: Free event offers information and support for disabled people