

SHOREHAM

Parish Clerk:

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COUNCIL

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MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall 1 March 2023 at 7:30pm

Present: Cllrs Histed (Chair), R Blamey, M Cockburn (in part) , N Powell and M Sheward

Also Present: 5 members of the public (in part), Cllr I Roy (District) (in part), Cllr R Gough (County) (in part)
Amanda Barlow (Clerk)

Apologies: Cllr Jeffery, Cllr R Waterton (District), Cllr J Edwards-Winser

Public Forum: None

1. To receive any apologies for absence.

Apologies were received and accepted from Cllrs Jeffery and Cllr Edwards-Winser (District).

Jane Austin has resigned as a Member because she is relocating out of the area for 2 years.

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

Cllr Blamey declared an interest in Agenda Item 9 as he is an allotment holder.

Cllr Histed declared an interest in Agenda 11.1 as he lives in Church Street.

3. District/County Councillor Reports

Cllr Roy commented as follows:

- District Council budget was passed last week and there is a below inflation increase of just under 3%. All Council services will be running at full tilt and they are on target for all planned investments. The 10 year budget was also approved.
- Coronation Celebrations – Road closures need to be applied for by 3 March.
- Housing – SDC is holding a pre-event for residents for housing issues with experts available to give advice – taking place on 13 March at the Council offices. No booking is necessary.
- SDC – There were numerous events to mark the invasion of Ukraine.
- SDC has the highest number of residences offering places for Ukrainians.
- Highways – Cllr Irene Roy offered to help with the process of the A225.

Cllr Roy left the meeting.

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

The Clerk advised that she had one urgent staffing matter.

Members resolved to discuss an item regarding staffing in confidence at the end of the meeting.

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

Members resolved to agree the minutes of 1 February 2023.

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

6.1 Re-surfacing of Tennis Courts/MUGA

For moving materials, including the hot asphalt for resurfacing, the company propose to use either powered barrows or Avant mini loaders. These are relatively small pieces of equipment. When moving the hot asphalt, road pins and snow fence style mesh will be put up to protect the route across the grass in the recreation ground- up at the start of the working day, down at the end. It would not be very practical to put down any form of a temporary roadway as it would present a trip hazard unless fenced and together they would have to be in place over several days. This would be a significant obstacle cutting the recreation ground into two areas. A temporary road would also add a significant cost. Hence the recommendation for the work to be done when the ground is reasonably dry and firm.

6.2 Refurbishment of Public Convenience

The public convenience will be painted and new support arm will be installed on Friday 3rd March.

6.1 Shoreham Cross

Awaiting further information.

6.4 Bollards on Village Green

Rich Neal of Flash Mobile Welder has been appointed to install 3 bollards as agreed. He has advised he will be carrying out the work this week.

6.3 CCTV

The 2 CCTV cameras have been installed on the front of the village hall and the Number plate recording camera.

The CCTV policy will need to be updated to include these as well as incorporate the village hall cameras as all the data is collected on one common machine in the Village Hall.

6.4 Defibrillators

The last defibrillator cabinet will be installed on the Crown Public House on Wednesday 1st March.

6.7 Picnic Benches

Following agreement at the Amenities Committee the picnic benches will be erected (2 on the Rec and 1 on the village green next to the river) by Cllrs Blamey & Jeffery. Small signs to be affixed to benches reminding users to dispose of their rubbish in bins supplied.

6.8 Electric Charging Points

Clerk had contacted Otford Clerk but they had the points installed by the company building the public conveniences. They use a company based in Denmark to collect the monies for using the charging points. The Otford Clerk suggested using the KCC scheme.

7. To discuss and agree, if appropriate, funding for a Drinking Water Fountain

Members resolved not to go ahead with funding for the water fountain as it was very expensive and the public convenience could be used to fill up water bottles.

8. To discuss and agree, if appropriate, purchasing a Coronation Bench for the village

Members agreed that it might not be preferable to have another bench in the village and agreed that an oak tree could be planted in the Centennial Wood to commemorate the Coronation of King Charles III. It was agreed to revisit this item following further investigation.

9. To discuss and agree, if appropriate, a new shed for the Allotments

Members resolved to agree to cover the costs of the repair of the shed at a total of £1,500.

Cllr Gough arrived at the meeting and Members agreed to take Agenda Item 3.

3. District/County Councillor Reports

Cllr Gough (County) commented as follows:

- Work has been done on the drainage issues on the A225,
- There was period of rain/freezing weather between November and January resulting in many issues with the roads. Kent Highways are now getting to grips with the potholes.
- Cllr Histed asked if KCC could clean the car park and Cllr Gough noted that it was owned by KCC but he would ask if the SDC road sweeper could clean the car park.
- Members discussed the Shoreham Path steps and Cllr Gough advised the Clerk to email Mike Peyton at KCC.
- The KCC budget was agreed and Cllr Gough advised that his allowance will fall to £3,600.

Cllr Gough left the meeting.

10. Shoreham Path

10.1 Construction of steps to link footpath SR32 to new Station Road path.

Members discussed the steps and agreed that the Clerk should to confirm that Kent Highways were not in opposition to the project and that the Buckley family should be contacted as the hedge is memorial hedge.

10.2 Update on path

The Clerk advised that the hedge had been cut most probably by the farmer.

11. Correspondence

11.1 **Resident
Parking in Church Street**

Members agreed that this item should be dealt with by the new Council with full discussion around the parking issues in the Parish and asked the Clerk to advise the resident.

11.2 Elections 2023

The Clerk advised that the nomination forms can be downloaded from the Electoral College or requested from Sevenoaks District Council.

The Clerk will provide paper copies at the Planning Committee meeting on 15 March 2023.

Nominations open on 20 March 2023 at 10am and close on 4 April 2023 at 4pm. Nomination papers must be delivered by hand to Sevenoaks District Council Offices.

11.4 Kent Police

Noted.

11.5 General Correspondence

Noted at Appendix A.

12. To discuss the issue over the destroying of the local wooded area

Members agreed that further investigations need to take place to see about the trees being felled in the woods around Sevenoaks District Council. **It was agreed that the Clerk should ask if the Tree Officer could attend the next meeting.**

Cllr Cockburn left the meeting.

13. Highways Working Party

13.1 A225 Speed reduction

This was discussed under Agenda Item 3.0 and the Clerk confirmed that she had paid the invoice for the initial design fee.

13.2 Highways Improvement Plan

Cllrs Jeffery and Powell will meet with Nigel Rowe of KCC Highways in early April 2023.

14. Finance

14.1 To agree items paid, payable and received

**Members resolved to agree the items paid, payable and received at Appendix B.
Members resolved to get a post box affixed to the wall.**

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

15.1 Planning (if required) Committee – Wednesday 15 March 2023

15.2 Parish Council Meeting – Wednesday 5 April 2023

15.3 Annual Parish Meeting – Wednesday 12 April 2023

Members agreed that it would be a social occasion with some refreshments.

Appendix A

Correspondence 1 February to 1 March 2023

1. KALC - M20 Moveable Barrier: project update
2. SDC - Presentation and Hello Lamppost
3. Sevenoaks District Council: Tree planted in memory of the Queen
4. Sevenoaks District Council: Putting the wheels in motion
5. KALC - Home to School and Post 16 Transport for Mainstream and SEND Pupils -Public Consultation
6. KALC - Kent DAA Showcase Event
7. Sevenoaks District Council: Pupils get arty to take on air pollution
8. KCC's Community Services Consultation
9. NALC NEWSLETTER
10. Sevenoaks District Council: Back of the net!
11. KALC - Coronation information
12. KALC - Queen's Green Canopy map
13. KALC - Kent Community Services Consultation
14. SDC - Additional Designated Rural Status
15. KCC - IMPORTANT UPDATE: REVISED ELIGIBILITY CRITERIA Professional Referral Energy Voucher Scheme - Household Support Fund
16. SDC- February 2023 Homes for Ukraine Newsletter
17. KALC - Civility and Respect March Newsletter

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Appendix B

Items Received 1 February to 28 February 2023

1 March 2023 (2022-2023)

**Shoreham Parish Council
RECEIPTS LIST**

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
16	Allotments	16/02/2023		NatWest current account		Allotments rents	Allotment Holders	X	60.00		60.00
									Total	60.00	60.00

Items Paid 1 February to 28 February 2023

1 March 2023 (2022-2023)

**Shoreham Parish Council
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
179	Broadband	01/02/2023		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
186	Grant	01/02/2023		NatWest current account		Grant	Sevenoaks Volunteer Tra	X		50.00	50.00
180	Office Rent/Storage	01/02/2023		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
184	Refuse freighter	02/02/2023		NatWest current account		Refuse freighter	Sevenoaks District Counc	S	165.46	33.09	198.55
185	Defibrillators	02/02/2023		NatWest current account		Defibrillator - signs	Brian Jeffery	S	94.25	18.85	113.10
181	Hall/Emergency Room H	02/02/2023		NatWest current account		Hall hire	Shoreham Village Hall	X	60.00		60.00
182	Grasscutting Shoreham	02/02/2023		NatWest current account		Grass cutting	GF Garden Maintenance	X	270.00		270.00
183	Centenary Wood	02/02/2023		NatWest current account		Hedge Cutting	GF Garden Maintenance	X	490.00		490.00
187	Toilets	06/02/2023		NatWest current account		Electricity	EDF Energy	X	191.00		191.00
198	Audit fees	17/02/2023		NatWest current account		Audit fee	PKF Littlejohn	S	300.00	60.00	360.00
201	Postage	17/02/2023		NatWest current account		Deliver Post	Royal Mail	S	315.00	63.00	378.00
199	Village Hall	17/02/2023		NatWest current account		CCTV Village Hall	Custodia CCTV	S	2,357.00	471.40	2,828.40
200	Defibrillators	17/02/2023		NatWest current account		Defibrillators	7Oaks Electrical Ltd	X	1,135.00		1,135.00
203	A225 Speed Reduction	17/02/2023		NatWest current account		Initial Design Fee	Kent County Council	X	1,006.00		1,006.00
202	Shoreham Footpath	17/02/2023		NatWest current account		Signs	The Sign Maker	X	482.41		482.41

Items to be paid @1 March 2023

1 March 2023 (2022-2023)

**Shoreham Parish Council
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
188	Broadband	01/03/2023		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
189	Office Rent/Storage	01/03/2023		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
197	Heat Energy Project	02/03/2023		NatWest current account		Heat Network Committee	Heather Sillitoe	L	85.29	4.90	90.19
195	Computer/Printer Consu	02/03/2023		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99
196	Hall/Emergency Room Hi	02/03/2023		NatWest current account		Hall hire	Shoreham Village Hall	X	60.00		60.00
194	Clerk's mileage	02/03/2023		NatWest current account		Mileage	Mrs A C Barlow	X	55.08		55.08