

**SHOREHAM
PARISH
COUNCIL**

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MINUTES of a MEETING of SHOREHAM PARISH COUNCIL
Shoreham Village Hall 22 June at 7:30pm

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

Also Present: 14 members of the public (in part)
Cllr R Gough (County) (in part), Cllr John Edwards-Winser (District) (in part), Amanda Barlow (Clerk)

Apologies: Cllr A Hibbins

Public Forum: Aidan asked that the Parish Council shared the cost of the fire risk assessment of the Village Hall. Members agreed to discuss the cost under Agenda item 12.

AGENDA for MEETING of SHOREHAM PARISH COUNCIL

1. To receive any apologies for absence.

Apologies were received and accepted from Cllr Hibbins.

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

Cllr Power arrived at the meeting.

None.

3. **Members resolved to agree the minutes of the meeting held on Wednesday 4 May 2022.**

4. District/County Councillor Reports

District Report – Cllr John Edwards- Winser

- A housing needs survey will be carried out in Shoreham.
- Cllr Edwards-Winser advised the meeting about the housing statistics.

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

None.

Members agreed to take the Agenda items in the follow order:

7. Heat Network Committee

Receive an update from the Committee – Peter Kasch

- Peter gave an update on the current position of the Heat Network about the water supply.
- The engineering side of the project is moving forward.
- The financial side of the project is less clear. Electricity is currently purchased off the grid. There is not a financial feasibility which includes very expensive capital costs and costs of energy.
- On July 6th there will be a further update with more detailed information.
- Peter Kasch advised that once the report has been finalised, Members will be asked what are the views of the Parish Council are in continuing and applying for further funds.

6. Chairman's Report

Cllr Histed advised that he had been asked to meet with the Golf Club about a path to help access. The path will run from the golf club to Shoreham Place. Cllr Histed suggested that the golf club should ask for access to the station. Cllr Histed agreed that he would meet with Jason along with Cllr Sheward.

8. Darent River Valley Partnership/ Church Field Path

Cllr Jeffery advised that following the AGM, more information was requested from the DRVP and the Parish Council engaged in correspondence with them.

As a result, the path will be reduced to 2.5m. Cllr Histed advised that it is not in the Parish Council's gift as the Council is not funding the project and it is not on Parish Council land.

9. Highways

Members resolved to agree that the Clerk should ask Kent Highways for detailed costings for the proposed scheme and were in agreement to contribute funds to the scheme.

11. Correspondence and Information

- a) Correspondence from residents:
iv. George Bend

A member of the public commented on the public survey that 74% of residents stated they had a concern about the bend.

Cllr Power advised that Members have been discussing with Kent Highways about putting different surfaces down and other possible safety measures.

Members noted that the issues of the George Bend are on the Highways Improvement Plan (HIP).

Cllr Roger Gough arrived at the meeting.

Cllr Jeffery advised that the issue is cars parked down the road. Cllr Sheward advised that the report appears to advise that the parked cars slow down the traffic.

Members agreed to discuss the issue further with Highways and include it on the Highways Improvement Plan.

4. District/County Councillor Reports

- Cllr Gough asked that Members include him in the correspondence on the George Bend.
- The Highways Team has been restructured and it has been divided between East and West Kent.
- On the A225 Cllr Gough advised that he would be prepared to contribute some funds to the project.
- Cllr Histed also advised about a possible path across the golf club. Members asked the Clerk to email Sarah Newman at SDC to discuss about further access to the rail station.
- Heat Network Project – Cllr Gough advised that he will discuss with KCC and email a response to Bill Latimer prior to the meeting on 6 July.

Cllrs Gough and Edwards-Winser left the meeting.

10. Notice Boards

Members agreed that the Parish Council should keep once notice board up to date with Parish information and the official notice board will be the one in front of the village hall. It was agreed that the Clerk should arrange for it to be refurbished and fitted with a lock.

The notice boards attached to the wall of the Village Hall will be for general use. The notice boards at Well Hill and East Hill are both in a good state of repair.

The notice board on the wall by the Samuel Palmer should be removed and it was agreed the Clerk would write to the owners to ask them to remove it.

11. Correspondence and Information

Members resolved to extend the meeting.

a. Correspondence from residents:

I. Pump Lane

Members advise the resident to contact Cllr Gough as this is a Highways matter.

II. War Memorial

Members resolved that the Clerk should ask the lengthsman to carry out the duties.

III. Litter bin

Members agreed that the Clerk should ask Sevenoaks District Council to relocate the bin and replace it with a heritage bin.

e. Well Hill water supply

Members discussed the email from resident and asked the Clerk to advise the resident to contact the MP.

b. General Correspondence
Noted at Appendix A.

12. Finance

Annual Governance and Accountability Return (AGAR)

- a) To approve Section 1 (Annual Governance Statement) of the 2021-2022 Annual Return.
Members resolved to agree the Annual Governance Statement for 2021-22 and it was signed by the Chairman.
- b) To approve Section 2 (Accounting Statements) of the 2021-2022 Annual Return.
Members resolved to agree the Accounting Statements for 2021-22 and they were signed by the Chairman.
- c) To agree items payable and paid

Members resolved to agree to contribute 50% of the cost of the fire risk assessment.

Members resolved to agree items payable and paid as at Appendix B.

13. Working Party Updates

- a) To receive an update from the CCTV Working Party (if available)
None.

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

- a) Planning (if required) Meeting – Wednesday 13 July 2022
- b) Amenities Committee Meeting – Wednesday 13 July 2022
- c) Parish Council Meeting – Wednesday 20 July 2022

Amanda Barlow, Clerk to Shoreham Parish Council

Appendix A

General Correspondence

1. SDC - Sevenoaks Urban Area Local Walking and Cycling Infrastructure Plan (LCWIP)
2. SDC - Young Person Mentoring Project
3. SDC - Sevenoaks Welcomes Refugees - various correspondence
4. KALC NEWS APRIL 2022
5. Sevenoaks District Council: New Chairman champions the environment
6. Sevenoaks District Council: Swanley man snared for fly tipping offences
7. KALC - Kent Homeless Connect - Public Consultation Invitation
8. Sevenoaks District Council: Sevenoaks secures funding for safe cycle and walking route
9. NALC - CHIEF EXECUTIVE'S BULLETIN
10. CPRE - Star Count results: night skies outlook is bright!
11. KALC - Kent Connect to Support - supporting people to live well in Kent
12. KALC - Private Members' Ballot - Local Electricity Bill.
13. Gatwick Airport Northern Runway Project: Summer 2022 Consultation launched
14. KALC NEWS MAY 2022
15. M20 Moveable Barrier: project update

Appendix B

Items Paid 1 May to 31 May 2022

22 June 2022 (2022-2023)

**Shoreham Parish Council
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
11	Broadband	05/05/2022		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
19	Printing Gazette/Shoreh	06/05/2022		NatWest current account		Printing Shoreham Post	Silver Pines Services	X	60.45		60.45
20	Hall/Emergency Room Hi	06/05/2022		NatWest current account		Hall hire	Shoreham Village Hall	X	81.00		81.00
21	War Memorial/Meenfield	06/05/2022		NatWest current account		Cleaning Cross	Jeremy Tooley	X	45.00		45.00
22	Grasscutting Shoreham	06/05/2022		NatWest current account		Grass cutting	GF Garden Maintenance	X	190.00		190.00
23	Grasscutting Shoreham	06/05/2022		NatWest current account		Grass cutting	GF Garden Maintenance	X	190.00		190.00
24	Heat Energy Project	06/05/2022		NatWest current account		Legal Services	Thomson Snell & Passm	S	1,300.00	260.00	1,560.00
25	Heat Energy Project	06/05/2022		NatWest current account		Consultancy	BHESCo	S	5,425.00	1,085.00	6,510.00
30	Office Rent/Storage	06/05/2022		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
31	Payroll	06/05/2022		NatWest current account		Payroll	DM Payroll Services Ltd	X	174.00		174.00
26	Lengthsmen	20/05/2022		NatWest current account		Lengsthman wages	Mrs A Hollands-Parsons	X	267.30		267.30
27	Lengthsmen	20/05/2022		NatWest current account		Lengsthman wages	N McDonnell	X	35.64		35.64
28	Clerk's salary	20/05/2022		NatWest current account		Clerk's salary	Mrs A C Barlow	X	784.53		784.53
Total									8,592.92	1,345.00	9,937.92

Items to be Paid

22 June 2022 (2022-2023)

**Shoreham Parish Council
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
4	Office Rent/Storage	06/06/2022		NatWest current account		Office Allowance	Mrs A C Barlow	X	30.00		30.00
29	Broadband	06/06/2022		NatWest current account		Broadband	Mrs A C Barlow	X	10.00		10.00
41	Toilets	06/06/2022		NatWest current account		Toilet cleaning	Mrs L Spence	X	51.00		51.00
42	Insurance	22/06/2022		NatWest current account		Insurance	Arthur J Gallagher Insura	X	1,522.08		1,522.08
39	Photocopier Rental and C	22/06/2022		NatWest current account		Photocopier Rental and C	Sundridge with Ide Hill P	X	196.20		196.20
33	Printing Gazette/Shoreh	28/06/2022		NatWest current account		Printing Shoreham Post	Silver Pines Services	X	60.45		60.45
34	Hall/Emergency Room Hi	28/06/2022		NatWest current account		Hall hire	Shoreham Village Hall	X	54.00		54.00
35	Grasscutting Shoreham	28/06/2022		NatWest current account		Grass cutting	GF Garden Maintenance	X	190.00		190.00
36	Toilets	28/06/2022		NatWest current account		Asbestos Survey	RBM Services	X	220.00		220.00
32	Computer/Printer Consu	28/06/2022		NatWest current account		Website	Hugo Fox	S	29.99	6.00	35.99
37	Toilets	28/06/2022		NatWest current account		Toilet Supplies	Goldservice Contract Cle	S	78.78	15.76	94.54
38	Website hosting charge	28/06/2022		NatWest current account		website hosting	HCI Data Ltd	S	85.00	17.00	102.00
40	Heat Energy Project	28/06/2022		NatWest current account		Heat Project	BHESCo	S	2,765.00	553.00	3,318.00
Total									5,292.50	591.76	5,884.26