

SHOREHAM PARISH COUNCIL

Parish Clerk:

Amanda Barlow

The Post Box, Shoreham Village Hall

07912 611048

Shoreham, Kent TN14

clerk@shorehamparishcouncil.gov.uk

MINUTES of a MEETING of SHOREHAM PARISH COUNCIL

Well Hill Mission Church, Shoreham on 3 June 2026 at 7:30pm

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

Also Present: 5 members of the public (in part), Amanda Barlow (Clerk)

Apologies: Cllr Thorpe, Cllr Marc Logen (County), Cllrs Irene Roy and John Edwards-Winser (District)

1. To receive any apologies for absence.

Apologies were received and accepted from Cllr Thorpe, Cllr Marc Logen (County), Cllrs Irene Roy and John Edwards-Winser (District)

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

- A Well Hill resident asked if they could receive planning information. **It was agreed that the Clerk would send the Planning Agenda to the Well Hill resident so she can share it on the local WhatsApp group.**
- A resident had contacted the Public Right of Way team at Kent County Council. There are some dangerous trees. She understood that it was not the responsibility of the Parish Council and she had contacted Cllr Logen (County) about the issue. **Members agreed to contact Cllr Logen about the issue.**
- A resident from Well Hill comments that barriers were put up across all four road and they confirmed that they had a licence from Kent Highways. **Members agreed to contact Cllr Logen about the issue.**
- Project Keystone – the restructuring of Parish Councils from NALC. **It was agreed that the Clerk would send out the link and it would be discussed at the next Parish Council meeting.**
- Richard brought to the Parish Council's attention the Cricket Club has extended their licence. **It was agreed to discuss this at the next meeting.**

4. County/District Councillor Reports

Cllr Marc Logen (County) sent his apologies and his report is attached at Appendix A.

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 11.4 (staffing) in confidence.

6. To receive and authorise for signature by the Chairman, the Minutes of the meeting held on Wednesday 6 May 2026

Members resolved to agree the minutes of the meeting held on 6 May 2026.

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

- 7.1 DRiPS Grant
Members noted the thank you letter for the grant from DRiPS.
- 7.2 Insurance Policy
Members noted that the policy had been renewed and the Parish Council had entered into a Long Term Agreement with the insurance company.
- 7.3 Local List
It was agreed that Cllr Powell and the Clerk would agree a submission to the Local List.

8. Highways and Footpaths

8.1 Highways Improvement Plan (HIP)

Cllr Jeffery reported that 4 items on the HIP have been dealt with and copy emails with more details are included at Appendix B. Kent Highways have agreed to pay the Traffic Regulation Order (TRO) for the 20mph scheme. Cllr Jeffery has asked that the 20mph starts at Mill Lane. **Members resolved to agree that they should instruct Kent Highways to apply for a TRO for the 20mph zone.**

8.2 Kissing gates for footpath by Cricket Ground

Members resolved to purchase two Woodstock Medium Mobility gates at a cost of £453.14 plus VAT each at either side of the cricket ground. There will also be an installation costs which Members will agree via email. Members agreed that the Clerk should inform the PROW team at Kent Highways and get clarification that they had no objection to the gates.

8.3 Correspondence re: Public Safety Hazard – Tree Failure on Footpath SR4 (Shoreham)

This item was discussed under the public forum.

8.4 Correspondence re: Speeding lorries along Redman Lane

Members noted the correspondence however Redman Lane has the national speed limit.

8.4 Car park at Filston Lane

Members confirmed that the car park at Filston Lane is owned by Kent County Council and is leased to the Parish Council via at Tenants at Will (TAW) lease. A TAW can be terminated by either party without any notice. Members were concerned about how the proposed Local Government Reorganisation would affect assets such as the car park.

Cllrs Histed, Jeffery and the Clerk met with two officers of KCC about possibilities with the car park. They informed the Parish Council that KCC do not dispose of assets as a community asset (i.e. no value).

The team at KCC advised that there are new laws around the Asset of Community Value.

Members and the Clerk then discussed with KCC the options of purchasing the car park. The Parish Council would have to pay a red book valuation and KCC would have to sell at market value to comply with the Local Government Act 1972. However KCC advised that there is an additional option of being a special purchaser. The meeting then discussed options over having a more formal lease with the car park.

Members resolved unanimously to apply for an Asset of Community Value on the car park at Filston Lane.

Members agreed to look into getting some professional advice on the possibilities for the future of the car park.

9. Shoreham Public Conveniences and Recreation Ground

9.1 Plumbing work for public conveniences and store cupboard

Members resolved to appoint Keith Skinner to undertake the work at the public conveniences at a cost of £650.

9.2 Repairs to play park

Members agreed that the Clerk should get the repairs done at the play park.

9.3 New rubbish bin for recreation ground

Members agreed to get a new rubbish bin for the recreation ground.

9.2 Family Fun Day

Members agreed that the Clerk should offer £200 to the pre school to run a refreshment stall at the Family Fun Day on 19 August 2026.

10. Correspondence

10.1 Sevenoaks District Council – Recycling Rates
Noted.

10.2 Kent County Council - Thames Water Draft Drought Plan - Statutory Consultation 2026
Noted.

10.3 Kent Downs Management Plan Consultation
Noted.

10.4 Kent Ramblers: Meeting for Footpath Volunteers
Noted.

11. Finance & Personnel and Governance

11.1 **Annual Governance and Accountability Return (AGAR)**

(i) To approve Section 1 (Annual Governance Statement) of the 2025-2026 Annual Return.

Members resolved to approve the Section 1 (Annual Governance Statement) of the 2025-2026 Annual Return.

(ii) To approve Section 2 (Accounting Statements) of the 2025-2026 Annual Return.

Members resolved to approve the Section 2 (Annual Governance Statement) of the 2025-2026 Annual Return.

11.2 To agree the items received, paid and payable

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

11.3 Member resignation and Parish Council Vacancies

Members noted with regret the resignation of Gavin Owen on 28 May 20256 and thanked him for his contribution. There are now 2 vacancies.

11.4 To agree if appropriate the staffing reviews for 2025-26 (confidential item)

Members resolved to agree the proposals presented by Cllrs Histed and Jeffery.

- 12. Next meetings** (all starting at 7:30pm in Shoreham Village Hall unless otherwise stated)
- a. Planning (if required) Committee – Wednesday 1 July 2026
 - b. **Planning (if required) and Full Council Meeting – Wednesday 15 July 2026**

DRAFT

Appendix A

Sevenoaks North & Darent Valley ED

Marc Logen | County Councillor | Reform UK
May 2026 Report

1) Water resilience for Kent's residents

Many of you will be aware that parts of Kent recently experienced serious disruption to drinking water supplies during the May heatwave. Kemsing has been affected, and this is at least the second time this year that residents there have faced problems with their supply. That is not acceptable, and I have raised this directly. I will continue to push for answers on why the same communities keep facing the same problems.

This is a national issue. Water infrastructure across England has struggled under periods of high demand, and the south east is particularly exposed. During the recent hot spell, South East Water was pumping well above its average daily volumes across the network. That kind of demand puts enormous strain on storage and distribution, and some communities end up bearing the brunt of it - often the same communities, time and time again.

Throughout the incident, South East Water deployed tankers across the network and delivered bottled water to customers on its Priority Services Register, including care homes, GP surgeries, and hospitals. KCC ran a coordinated multi-agency response alongside this, with Community Wardens carrying out welfare checks, teams supporting care providers, and close liaison with schools to ensure pupils sitting exams were not disrupted. KCC's involvement has been significant, even where the operational responsibility sits with the water company.

That said, restoring supply is only part of what needs to happen. The underlying question is whether water companies are investing adequately in infrastructure and planning for demand that any reasonable person could anticipate. KCC's leader has set out plans for much greater scrutiny of water resilience across the county, with the intention of holding water companies properly to account and pushing for the long-term investment needed to stop this becoming a recurring problem every time Kent has a warm summer. I fully support that approach.

More detail on KCC's plans is here: <https://news.kent.gov.uk/articles/kcc-leader-outlines-plans-for-greater-scrutiny-of-water-resilience-for-kent>

2) Foster carers needed across Kent

I would be grateful if parish clerks could help spread the word on this.

Kent urgently needs more foster carers. There are children across the county right now who need a stable and caring home, and demand for placements consistently exceeds what is available. KCC is actively encouraging people to consider coming forward. Placements range from emergency short-term care through to longer-term arrangements, and the need spans all age groups.

Fostering is open to people of all backgrounds - single people and couples, homeowners and renters alike. You do not need previous experience of working with children. What matters most is the commitment to provide a safe and caring environment. KCC offers full training before placements begin, along with ongoing practical and financial support throughout.

If you, or anyone in your community, has ever given this any thought, please take a look at the information below. These are real children, many of them local, who need support. It could make a profound difference to a young person's life.

<https://news.kent.gov.uk/articles/kent-urgently-needs-foster-carers-have-you-considered-fostering>

3) Flytipping

Fly-tipping is one of the most persistent frustrations I hear about across the division, and also one of the hardest problems to resolve in practice. What is happening in Farningham on rural roads is a good example, but the same picture plays out in communities right across Kent and right across the country. It is genuinely difficult to detect, it requires solid evidence to prosecute, and the legal powers available to councils are more limited than most people expect.

Part of the problem is structural. Responsibility for dealing with fly-tipping is split depending on where the waste ends up. Where material is on or obstructing the highway, KCC deals with it - a Steward will attend within two hours where there is a safety risk, and clearance is generally completed within five working days. Where waste ends up off the carriageway, on a verge or other land, it falls to the District Council. Enforcement powers, including the ability to deploy CCTV at known hotspot locations, sit with the District. That split creates

real inconsistency in how communities experience the response, and it is genuinely frustrating for parishes and residents who simply want something done.

KCC is not content to leave things as they are. An upcoming conference will bring councils from across Kent together specifically to work towards a more consistent and coordinated county-wide approach to collection and enforcement. That kind of coordination is long overdue. Parishes can also help by making sure known hotspot locations are formally reported to the relevant authority - KCC for highway land, your District Council for everything else - so that the evidence base builds when enforcement action is sought.

A new campaign is also running to encourage residents to dispose of waste responsibly and understand the consequences of illegal dumping. More information here: <https://news.kent.gov.uk/articles/new-campaign-supports-kent-residents-to-dispose-of-waste-responsibly>

Questions & How to Get in Touch?

I represent many communities and produce this monthly update for all parishes/associations in my division. If you have issues where council involvement could help please get in touch. The more I know about what is happening on the ground, the more effectively I can act.

I also receive many requests for help directly from local residents. Where the matter is relevant to the parish, I will keep the clerk informed.

I plan to attend each parish in person at least once per quarter. If you would like me at a specific meeting, email me directly.

Marc Logen

County Councillor, Sevenoaks North & Darent Valley ED

Reform UK

marc.logen@kent.gov.uk

Appendix B – Highways Information

Cllr Jeffery gave this update at the Annual Parish Meeting and his report is below:

Some 18 months ago we asked the residents of the parish to tell us what concerns they had regarding traffic and parking and most important what solutions they thought were appropriate to deal with the issues.

- > we had 200 plus suggestions from over 90 people.

- > These were all looked at and were condensed down to 14 ideas.

> A year ago at the Parish AGM the ideas were shown as a presentation and the residents present were given the opportunity to say whether they agreed with any of the proposals or were against any of them.

> Another presentation was given a short time after and again residents could agree or disagree with what they were shown. Residents who were not able to come to the presentations were able to email the clerk with their views.

> From the feedback we received the 14 proposals were reduced to 12 and these formed the initiatives that were put forward on our Highways Improvement Plan (HIP)

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- > The HIP was submitted to KCC Highways on the 19th Sept 2025 and we awaited their reply.

- > To date we have only had responses to 4 proposals.

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> No.1 on the HIP, installing a kerb outside Copt Hall on the A225 opposite the station, The parish council can do this but KCC will not fund it as they say there is no data showing that this is an accident area.

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> No.2 on the HIP, installing a traffic island on the A225 opposite the station. KCC will not allow this to be done as the speed of 40mph is too fast for this to be done and would put pedestrians at risk if it was used for crossing the road.

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> No.9 on our HIP, was rejected straight away. This was the extension of the 30 mph speed limit along Filston Lane from Water Lane to Twitton Lane.

> Nigel Rowe from KCC said that it would not be considered as there is no change in the environment and the lane widens at this point.

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- > No.10 On the HIP, 30 mph speed limit throughout the village confines has approval.

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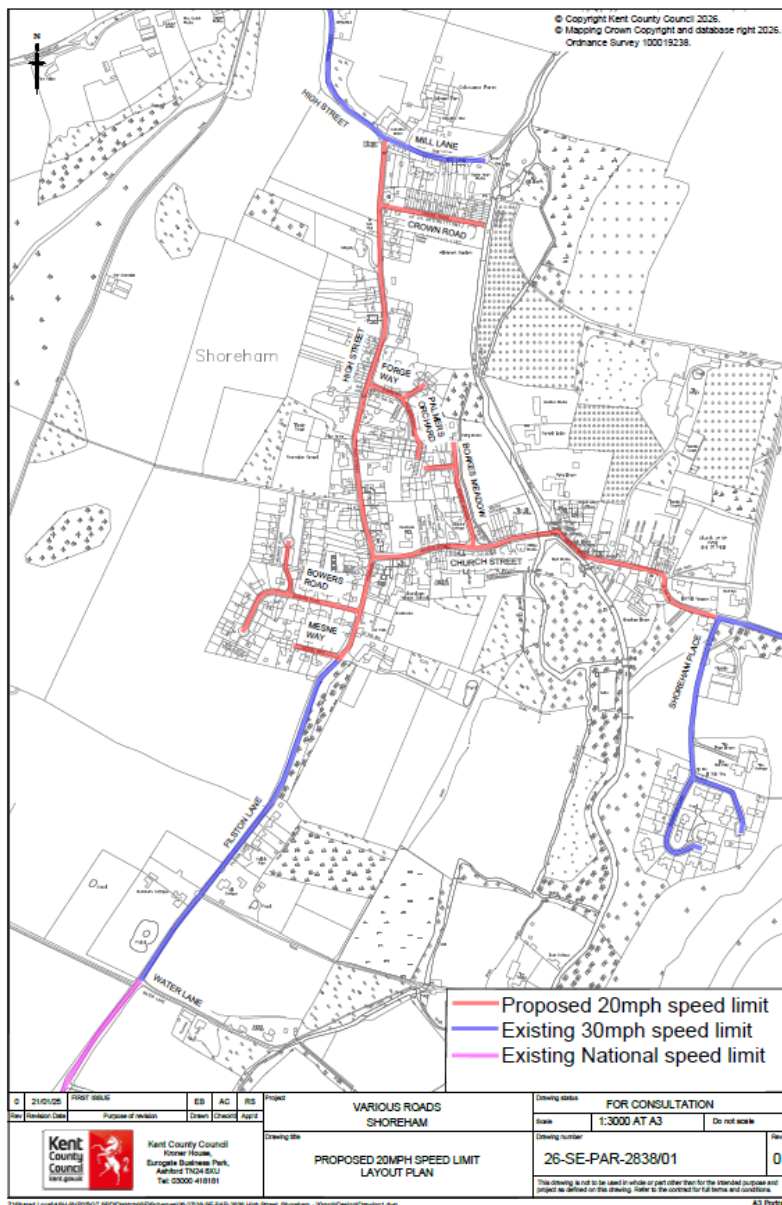
- > We have not received any other news on the remaining 8 items on the HIP.

> The Parish Council has decided to wait for all the proposals to be answered before setting up a meeting with KCC Highways to strongly argue the case for all items that have and may be rejected by KCC.

> Another reason for waiting for answers on all the items is that many of our proposals will need a Traffic Regulation Order (TRO) A TRO costs approximately £4000 per item. By grouping them all together we may be able to get them under one TRO.

> The Parish Council continues to press for a resolution from KCC on the remainder of the items on the HIP but because of resourcing at KCC this is taking an extremely long time.

In terms of finance. We will have to ask you to pay for the scheme delivery (once we know price), but I am prepared to assist by covering the TRO costs, so we can at least get consultation out of the way. Let me know how you want to proceed.



Appendix C

PAYMENTS LIST - 6 MAY 2026 TO 3 JUNE 2026

Code	Date	Description	Supplier				Total
Printing Gazette/Shoreham Post	07/05/2026	Printing Shoreham Post	Shoreham PCC	X	365.91		365.91
Hall/Emergency Room Hire	07/05/2026	Hall hire	Shoreham Village Hall	X	66.00		66.00
Email Hosting Charges	07/05/2026	Email Hosting	Vision ICT	S	35.00	7.00	42.00
Email Hosting Charges	07/05/2026	Annual Email Hosting Charge	Vision ICT	S	180.00	36.00	216.00
Grant	07/05/2026	Grant to PCC	Shoreham PCC	X	1,000.00		1,000.00
Grant	07/05/2026	Grant to DRIPS	DRIPS	X	500.00		500.00
Tree surgery	07/05/2026	Tree work at Recreation Ground	Down to Earth Trees Ltd	S	1,740.00	348.00	2,088.00
Emptying litter bins	07/05/2026	Dog waste bin Jan to Mar 26	Sevenoaks District Council	S	370.50	74.10	444.60
Clerk's mileage	15/05/2026	Mileage	Mrs A C Barlow	X	36.72		36.72
Grasscutting Shoreham	15/05/2026	Grass cutting	GF Garden Maintenance	X	530.00		530.00
Litter Bins	15/05/2026	Supply and Fitting of new bin	Sevenoaks District Council	S	725.00	145.00	870.00
Recreation Ground	15/05/2026	Repair to Summer House following damage by tree	Bradley Nicholson	X	650.00		650.00
Allotments	22/05/2026	Water Charges - Allotments TW2378728040	Castle Water	L	344.29	17.21	361.50
Computer/Printer Consumables	01/06/2026	Website	Hugo Fox	S	29.99	6.00	35.99
Car Park	01/06/2026	Business Rates	Sevenoaks District Council	X	94.00		94.00

03 June 2026 (2026-2027)

PAYMENTS LIST TO BE MADE ON 4 JUNE 2026

Code	Date	Description	Supplier				Total
Broadband	03/06/2026	Broadband	Mrs A C Barlow	X	10.00		10.00
Office Rent/Storage	03/06/2026	Office Allowance	Mrs A C Barlow	X	30.00		30.00
Recreation Ground	03/06/2026	Boundary fence with Walnut Tree	Tate Fencing	S	5,250.00	1,050.00	6,300.00
Audit fees	04/06/2026	Internal Audit	Julia Chamberlain	X	200.00		200.00