

SHOREHAM PARISH

Parish Clerk:
07912 611048

Amanda Barlow
The Post Box, Shoreham Village Hall
Shoreham, Kent TN14

clerk@shorehamparishcouncil.gov.uk

COUNCIL

MINUTES of the ANNUAL GENERAL MEETING AND A MEETING of SHOREHAM PARISH COUNCIL

Shoreham Village Hall, Shoreham on 7 May 2025 at 7:30pm

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

Also Present: 4 members of the public Cllr I Roy (District) (in part) and Amanda Barlow (Clerk)

Apologies: Cllr Edwards-Winser (District)

1. Annual General Meeting

1.1 Election of Chairman (Clerk in the Chair).

Members resolved unanimously to elect Cllr J Histed as Chairman of the Parish Council.

1.2 Declaration of Acceptance of Office

It was agreed that Cllr Histed should sign the declaration of Acceptance of Office on his return.

1.3 Election of Vice Chairman

Members resolved unanimously to elect Cllr B Jeffery as Vice Chairman of the Parish Council.

1.4 Members' Declaration of Acceptance of Office

Cllr B Jeffery duly signed the declaration of Acceptance of Office

All members signed their Declarations of Acceptance of Office

1.5 Appointment of Committee and Working Parties

a) Planning

It was agreed that any Member of the Council can sit on the Planning Meeting, if required.

b) Highways

1.6 Appoint of Members on other bodies

a) Shoreham Village Hall

b) Shoreham Society

c) Lullingstone Park

Members resolved to disqualify Alice Montgomerie as a Member of Shoreham Parish Council as she had not attended a Parish Council meeting for a period of well over 6 months. This resolution was carried out under Section 85(1) of the Local Government Act 1972.

Members resolved to agree the appointments to the Committee, Working Parties and other bodies as at Appendix A.

2. To receive any apologies for absence.

Apologies were received and accepted from Cllr Edwards-Winser (District), Cllrs Histed, Thorpe and Owen.

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

None.

4. Public Forum

None

5. **County/District Councillor Reports**

Cllr Marc Logen advised that he had just got his email and looked forward to working with Shoreham Parish Council.

6. 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 12.7 in confidence.

7. To receive and authorise for signature by the Chairman, the Minutes of the meetings held Wednesday 2 April 2025

Members resolved to agree the minutes of 2 April 2025.

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

7.1 Defibrillator at Twitton

Cllr Roy had advised that Otford Parish Council are putting a defibrillator at the Otford Parish Council will pay for and maintain the defibrillator.

7.2 Annual Parish meeting

Members agreed the Annual Parish Council meeting was a success and it showed that residents would attend if there was a topic of interest.

7.3 Signs at the Cricket Club

Members agreed that the Clerk should write to the Cricket Club resending the email detailing the information sent last year about the banners.

8. **Highways and Footpaths**

8.1 Parking and Traffic Survey – to receive an update following the second presentation

Members agreed to discuss the responses at a closed meeting in the next weeks.

8.2 Car park at Filston Lane

Cllr Jeffery advised that the lining in the car park is being done tomorrow 8 May 2025.

8.3 Car Park Sign Junction Church Street/High Street/Filston Lane

Cllr Jeffery advised that he has asked SDC and they have advised it is nothing to do with them.

9. **Shoreham Woods**

9.1 To note response from Sevenoaks District Council

Members agreed that Cllr Sheward should arrange for Natural England to visit the woods.

9.2 To agree the date of 13 May 2025

Members confirmed the date of 13 May 2025 and

10. River Darent

- 10.1 River Darent Interpretation Panel
- 10.2 Celebration - Darent Valley Landscape Partnership Scheme at Lullingstone Castle

11. Correspondence

- 11.1 Centenary Woods
- 11.2 Invitation to Beams In Your Community taking place on Monday 23rd June 2025 19.00

12. Finance & Personnel and Governance

- 12.1 To agree the items received, paid and payable
Members resolved to agree the items paid and payable at Appendix B.
- 12.2 To agree the insurance renewal
Members resolved to renew the insurance for 2025-26.
- 12.3 To discuss and agree, if appropriate, a grant to Shoreham Village Players
Members asked the Clerk to contact Shoreham Village Players to attend the June meeting and provide more details.
- 12.4 To discuss and agree, if appropriate, a grant to Shoreham Village School
Members resolved to award a grant of £500 to the Shoreham Village Pre-School.
- 12.5 To discuss and agree, if appropriate, a grant to Citizen Advice
Members resolved to award a grant of £150.00 to Citizen Advice.
- 12.6 To note Village Hall hire increase
Noted.
- 12.7 Confidential Item

Members discussed and agreed the time line and next actions.

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

- a. Planning (if required) Committee – Wednesday 21 May 2025
- b. **Planning (if required) Committee and Council Meeting – Wednesday 4th June 2025 at 7.30pm – this meeting will take place at Well Hill Mission Church**

Appendix A**Shoreham Parish Council**

The Post Box
Shoreham Village Hall
High Street, Shoreham, Kent TN14 7TB
Tel: 07912 611048 Email: clerk@shorehamparishcouncil.gov.uk

Council**Shoreham Ward**

Cllr Jonathan Histed
jonathan.histed@shorehamparishcouncil.gov.uk

Cllr Gavin Owen
gavin.owen@shorehamparishcouncil.gov.uk

Cllr Neil Powell
neil.powell@shorehamparishcouncil.gov.uk

Cllr Martin Sheward
martin.sheward@shorehamparishcouncil.gov.uk

Cllr John Thorpe
john.thorpe@shorehamparishcouncil.gov.uk

District Councillors

Cllr John Edwards- Winsor, Otford & Shoreham
cllr.edwards-winsor@sevenoaks.gov.uk

Cllr Irene Roy, Otford & Shoreham
cllr.roy@sevenoaks.gov.uk

Cllr Rachel Waterton, Crockenhill & Well Hill
cllr.waterton@sevenoaks.gov.uk

Chairman: Cllr Jonathan Histed

Planning Committee

All Members

Cllr Roy Blamey (Chairman)

Highways & Footpath Work Committee

Cllrs Jeffery, Owen & Powell

East Hill & Romney Street Ward

Cllr Brian Jeffery
brian.jeffery@shorehamparishcouncil.gov.uk

Well Hill Ward

Cllr Roy Blamey
roy.blamey@shorehamparishcouncil.gov.uk

Clerk

Amanda Barlow
clerk@shorehamparishcouncil.gov.uk

County Councillor

Cllr Marc Logen
 Sevenoaks North & Darent Valley
marc.logen@kent.gov.uk

Vice Chairman: Cllr Brian Jeffery

Members on Other Bodies

Shoreham Village Hall – Cllr Thorpe

Shoreham Society – Cllr Powell

Lullingstone Park – Cllr Blamey, Mrs S Parkes

Appendix B

Items Paid 1 to 30 April 2025

Shoreham Parish Council

6 May 2025 (2025-2026)

PAYMENTS LIST

Code	Date	Description	Supplier				Total
Defibrillators	01/04/2025	Batteries for the Defibrillators	Brian Jeffery	S	285.80	57.16	342.96
Car Park	01/04/2025	Business Rates	Sevenoaks District Council	X	88.20		88.20
Toilets	04/04/2025	Electricity	EDF Energy	L	147.62	7.38	155.00
Office telephone	07/04/2025	Office telephone	O2	S	13.72	2.74	16.46
Stationery/Sundries	09/04/2025	Stationery	Amazon	S	31.66	6.33	37.99
Hall/Emergency Room Hire	16/04/2025	Hall hire	Shoreham Village Hall	X	60.00		60.00
Subscriptions - KALC/SLCC/Other	16/04/2025	KALC Subscription	KALC	S	647.81	129.56	777.37
Office Rent/Storage	16/04/2025	Office Allowance	Mrs A C Barlow	X	30.00		30.00
Broadband	16/04/2025	Broadband	Mrs A C Barlow	X	10.00		10.00
Emptying litter bins	16/04/2025	Empty dog waste bins	Sevenoaks District Council	S	356.00	71.20	427.20
Emptying litter bins	16/04/2025	Emptying Litter Bins - Old bill from 2024	Sevenoaks District Council	S	330.00	66.00	396.00
Toilets	16/04/2025	Toilet Supplies	Goldservice Contract Cleaning Ltd	S	47.36	9.47	56.83
Allotments	16/04/2025	Water Charges - Allotments TW2378728040	Castle Water	X	340.88		340.88
Grasscutting Shoreham	16/04/2025	Grass cutting	GF Garden Maintenance	X	200.00		200.00
Clerk's mileage	16/04/2025	Mileage	Mrs A C Barlow	X	36.36		36.36
Tax and NI	16/04/2025	HMRC	HM Revenue & Customs	X	531.76		531.76
Grant	16/04/2025	Grant to Shoreham Society for VE day	Shoreham Society	X	500.00		500.00
Printing Gazette/Shoreham Post	16/04/2025	Printing Shoreham Post	Silver Pines Services	X	222.40		222.40
Grasscutting Shoreham	16/04/2025	Grass cutting	GF Garden Maintenance	X	280.00		280.00
Computer/Printer Consumables	25/04/2025	Website	Hugo Fox	S	29.99	6.00	35.99

Items received 1 April to 30 April 2025

Shoreham Parish Council

6 May 2025 (2025-2026)

RECEIPTS LIST

Code	Date	Description	Supplier				Total
Allotment rent	01/04/2025	Allotments rents	Allotment Holders	X	20.00		20.00
Interest on Precept	30/04/2025	Bank interest	NatWest Bank	X	22.42		22.42
Precept	30/04/2025	Precept	Sevenoaks District Coui	X	26,000.00		26,000.00
Tennis courts	30/04/2025	Tennis Subscription	Tennis Club Member	X	60.00		60.00
Allotment rent	15/05/2025	Allotments rents	Allotment Holders	X	30.00		30.00
Total					26,132.42		26,132.42

Items to be paid @ 8 May 2025

Shoreham Parish Council

6 May 2025 (2025-2026)

PAYMENTS LIST

Code	Date	Description	Supplier				Total
Broadband	01/05/2025	Broadband	Mrs A C Barlow	X	10.00		10.00
Office Rent/Storage	01/05/2025	Office Allowance	Mrs A C Barlow	X	30.00		30.00
Subscriptions - KALC/SLCC/Other	06/05/2025	CPRE Annual Subscription	Campaign to Protect Rural England	X	60.00		60.00
Clerk's mileage	07/05/2025	Mileage	Mrs A C Barlow	X	36.72		36.72
Payroll	07/05/2025	Payroll	DM Payroll Services Ltd	X	216.00		216.00
Email Hosting Charges	07/05/2025	Annual Email Hosting Charge	Vision ICT	S	180.00	36.00	216.00
Refuse freighter	07/05/2025	Refuse freighter	Sevenoaks District Council	S	231.52	46.30	277.82
Refuse freighter	07/05/2025	Refuse freighter	Sevenoaks District Council	S	220.50	44.10	264.60
Annual Parish Meeting	07/05/2025	Stationery for Annual Parish Meeting	Mrs A C Barlow	S	20.80	4.16	24.96
Total					1,005.54	130.56	1,136.10