SHORNE PARISH COUNCIL

Minutes of the Parish Council Meeting held on 23rd February 2023 in Shorne Village Hall

PRESENT

Mr R Lane (Chairman)
Mr R Theobald
Mr J Bugg
Ms Clifton
Mrs S Lindley
Mrs L Williams

APOLOGIES

Mr C Rea
Mr R Hardy

69. To receive any declarations of interest for any items on the agenda

None received.

70. Minutes of the Parish Council Meeting held on 12th January 2023

The minutes were circulated on 14th January incorporating comments from Ms Clifton. No other comments received. The minutes were agreed as a true record.

71. Any items raised by Parishioners in attendance at Chairman's discretion

None received

72. Review of the Finance Report

The report on expenditure in January was circulated prior to the meeting, and was reviewed at the meeting.

Date		Description	Amount	VAT	Total
		B/F	£25,253.48	£1,474.67	£26,728.15
05/01/2023	DD	Vodafone	£31.66	£6.33	£37.99
11/01/2023	DD	Nest	£68.35	£0.00	£68.35
26/01/2023	DD	Eslip Payroll	£19.00	£3.80	£22.80
30/01/2023	BACS	Shorne Village Hall	£56.00	£0.00	£56.00
30/01/2023	BACS	NPC Tree Surgery	£320.00	£64.00	£384.00
30/01/2023	BACS	Mrs S Poole (Salary)	£937.24	£0.00	£937.24
		Total C/F	£26,685.73	£1,548.80	£28,234.53
		B/F	£26,685.73	£1,548.80	£28,234.53
02/02/2023	DD	Vodafone	£28.22	£5.64	£33.86
09/02/2023	DD	Nest	£68.35	£0.00	£68.35
	Chq	HMRC	£454.28	£0.00	£454.28
		Total C/F	£27,236.58	£1,554.44	£28,791.02

(a) New Laptop request. Mrs Poole had requested the parish council purchases a new laptop for her as her current one was old and causing problems. It was noted that the parish council pays Mrs Poole an allowance towards the use of her own IT equipment, currently £300 a year. The advantage of the allowance scheme is that the parish council does not own or have to purchase IT equipment for its exclusive use, and Mrs Poole is free to use the equipment for personal and other purposes. Members discussed the options of continuing with the existing allowance scheme or moving towards providing the equipment for parish council use. Mrs Williams proposed that the allowance of £300.00 from next year's financial budget should be brought forward to this financial year to enable Mrs Poole to purchase a new laptop to her specification. This was agreed. Microsoft Business 365 which includes the backup to the cloud will continue to be included in administration expenses each March.

(b) Civility & Respect Pledge. Mrs Poole circulated the Civility & Respect Pledge immediately before the meeting on 24th November 2022, and at the meeting on 12th January 2023 it was agreed to include this on the agenda for formal resolution. It was resolved to adopt the Civility & Respect Pledge.

(c) Mrs Poole proposed that she would look into alternative Internal Auditors as there had been some concerns regarding work that has been carried out. It was agreed that Mrs Poole would obtain quotations and make a recommendation to Members.

(d) Mrs Poole attended SLCC training at Faversham today (24th February). The Notice of Elections will be published on 17th March. Nominations can be received or withdrawn up until the 4th April. The list of candidates for election will be published on 5th April. Mrs Poole will circulate the slides when they are available to members.

73. To receive an update from the Planning & Highways Committee

Mrs Lindley reported that the DCO registration of interest has been submitted for the Lower Thames Crossing. Mrs Lindley reported that she now has to produce a new issues log which is known as Principle Areas of Disagreement Summary (PADS), to a new format from Excel to Word.

Planning: The planning application for 9 Warren View has been withdrawn from the website. The planning applications for 3 Park Cottages, New Green Farm, and Starwood have been refused.

Mrs Lindley has sent in representations about the proposed Stables in Park Farm House, and has since submitted revised representations to reflect further considerations.

Mr Lane reminded members that the 20 mph scheme is likely to be implemented in July, subject to no further delays or problems with the TRO consultation.

Mr Lane has raised concerns with LTC regarding Southern Valley Golf Course, Park Pale proposals, and measures to reduce misuse of PROWs by off-road bikers. He has a telephone meeting with Programme Director Shaun Pidcock on Friday 24th February.

Mr Lane has again reported the dangerous surface outside the shops in The Street to KCC and the owner's agent. Mrs Lindley will look up who owns the area as the only contact we have is the agent.

74. To receive an update from the Footpaths, Properties & Greens Committee

Ms Clifton reported that she attended a meeting with Mrs Patrick from the Scouts on 21st February, together with Mrs Lindley and Mr Theobald, regarding the proposed location of the trees to be planted at Scouts hut. At the meeting, it was noted that the Scouts had encroached and cleared land that is not within the boundary of their lease, to include a fire pit, log store etc.

The trees will be placed on the edge of the boundary of Mill House where the poplars were, there will be more placed behind the hut, in the area which currently is not in their boundary.

Mrs Lindley and Mr Theobald will produce plans showing the boundary of the area currently included in the lease, and the additional area of land that the Scouts have taken possession of.

Update on the Licence to use the Scouts premises for non-scouting activities: At the previous meeting Members were reminded that the Parish Council wrote to the Scouts on 27th September re-affirming our position and our offer of a proposed licence which was sent to them on 9th July 2022. No reply has been received. The Clerk was requested to write to the Scouts informing them that as they have not agreed the licence there can be no subletting of the premises for non-scouting activities under the existing peppercorn rent arrangements.

Mr Theobald has provided details of a clock repair company in Yalding and requested that they should be engaged by the parish council to attend to the Church clock which requires attention. Mr Theobald was requested to liaise with the Church and to instruct the company to proceed.

Ms Clifton advised that Mr Rea has applied for an LTC community grant for the AED at Shorne West. Mrs Lindley asked if we wanted to consider any other grants, as the deadline for applications is 1st March and LTC has advised that not many applications have been received from south of the River. Mrs Lindley suggested we might wish to consider a grant application for the car park. Mr Lane reported that he has enquired whether the grants are available to parish councils, and whether they would consider the bus shelters. (*Post Meeting Note: LTC has since advised that they will only accept one application per parish council. We have already submitted an application for the AED.)*

Ms Clifton reported that she and Mrs Lindley attended a meeting on 16th February about the Wider Cobham Estate SSNNR – Environment Group South. Mrs Poole has circulated notes of the meeting to Members.

Ms Clifton reported that KCC is consulting on the diversion of the footpath for Shornemead Level Crossing. Mrs Lindley will respond on behalf of the Parish council.

75. To receive any report from Borough Councillor R Lane

The 2023/24 Budget was approved at the Council Meeting on 21st February. Mr Lane circulated a paper on 16th February indicating the new council taxes, and the changes to

precepts for the parish councils in Gravesham. GBC will have a £1.453 million deficit in the current year, and is forecast to have a £2.262 million deficit in 2023/24.

At the Strategic Environment Cabinet Committee on 14th February, Members received a briefing on the impacts of the proposed Levelling Up and Regeneration Bill. The revised NPPF will make it clear that the standard method of calculating housing targets is an advisory starting-point only to inform plan-making – it is a guide and is not mandatory, and that it is not necessary to release Green Belt if this is the only way to meet housing targets. The over-estimated 2014 ONS population forecasts will continue to be used when calculating housing targets for the time being, but it is expected that new household projections data based on the 2021 Census will be published in 2024.

76. To receive any report from County Councillor B Sweetland

Nothing received.

77. Update from Mrs Lindley on the King's Coronation celebrations

Mrs Lindley reported that there is a small group that have been meeting regarding the coronation and they have tried to engage with the Church and the Pop Up Café. Mrs Poole is going to apply for funding from National Lottery for the screens in the large hall. There is also National Lottery funding available for individuals to enable them to have Street Parties. There still have been no timings released regarding the weekend.

78. Correspondence requiring action

Nothing received.

79. General matters raised by Members for discussion

(a) Mr Lane reminded Members that the Annual Parish Assembly will be held on Wednesday 26th April, and that we need to start preparing our annual reports. Mr Lane will not have much report, since we have not delivered any significant projects this year. Mrs Poole has already started writing to clubs and societies.

(b) Mrs Poole has asked to do a salary sacrifice on her salary this month and next so it will go straight into her pension. In addition to boosting her pension, it means that the employee's taxable earnings for the year are less, so she pays less NI contributions, and so does the employer. Mr Lane sees no disadvantage to this, providing the pension provider does not have any objections.

(c) Mrs Poole advised that the School are having a World Book Day Thursday 2nd March at 11.20, they have asked us to advertise this to Parishioners.

(d) Mrs Poole handed Mr Lane the Parish Council's copy of the Local Councils Administration 6th Edition. The 13th Edition is currently available to purchase. It was agreed that it would be passed around to members, as it contains a lot of important information.

(d) Mrs Poole reminded Mr Theobald that he needs to look at the correspondence from the School regarding Governor Meetings as there was one tonight, and they

are concerned that correspondence has not been opened. Mrs Poole advised if he is having trouble then she will help him get into their secure area.

(e) Ms Clifton asked if the Risk Register could be on the next Agenda to be approved.

(f) Mr Bugg is concerned about the amount of traffic parking on the highway.

Date of next meeting. The next meeting will take place at 19.30 on Thursday 13th April 2023 in Shorne Village Hall Committee Room.

There being no further business, the meeting closed at 20.46

Signed Mr Lane:…….. Dated:……..