Minutes for the Parish Council Meeting held on 9th January 2025 at Shorne Village Hall

PRESENT
Mr R Lane (Chairman)
Mr R Theobald
Ms P Clifton
Ms S Lindley
Mr J Bugg
Mr C Rea
Mr R Hardy
Mrs L Williams
Mr T Rochard-Pullen
Mrs D Salmon (Clerk)

APOLOGIES None

IN ATTENDANCE None

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

None received.

62. To consider any items raised by Parishioners in attendance

None in attendance.

63. Approval of minutes of the Parish Council Meeting held on 28h November 2024

The minutes were approved.

64. Finance Report

Mrs Salmon had previously circulated a schedule all bank transfers, payments received, and payments made during November and December 2024. See below.

Date	Description	Net	VAT	Total
BARCLAYS CURRENT ACCOUNT				
30/10/2024	**B/fwd Reconciled Bank Balance**			**£18,902.32**
RECEIPTS				
31/10/2024	CCLA (Crabbles Bottom)	£942.06	£0.00	£942.06
	Total Receipts for November	**£942.06**	**£0.00**	**£942.06**
PAYMENTS				
31/10/2024	Scribe Accounting - Annual Subscription	£408.00	£81.60	£489.60
31/10/2024	KCC - Green Farm Lane ANPR - 50% of total cost	£2,285.00	£0.00	£2,285.00
04/11/2024	Topsource Payroll provider - October payment	£21.87	£4.37	£26.24
04/11/2024	SLCC - CiLCA Introduction Event	£50.00	£10.00	£60.00
07/11/2024	Greenbarnes - Replacement Noticeboard Shorne Crossroad	£669.99	£134.00	£803.99
19/11/2024	A Chandler - Clear leaves at Village Hall Car Park	£30.00	£0.00	£30.00
21/11/2024	KALC AGM - P Clifton	£8.00	£1.60	£9.60
21/11/2024	Invicta Arboriculture - Annual Tree Survey Shorne Recreation Ground	£445.00	£0.00	£445.00
27/11/2024	Topsource Payroll provider - November payment	£21.87	£4.37	£26.24
25/11/2024	Gozzett Tree Surgery - Crabbles Bottom Final Cut 2024	£905.00	£181.00	£1,086.00

28/11/2024	Airlandline Telephone provider	£9.99	£2.00	£11.99
28/11/2024	Clerk Allowances	£51.00	£0.00	£51.00
28/11/2024	Clerk Salary	£1,308.54	£0.00	£1,308.54
28/11/2024	Morrisons - Refreshments	£23.42	£4.68	£28.10
28/11/2024	No 3 Coffee Shop - Refreshments	£56.00	£0.00	£56.00
	Total Payments for November	**£6,293.68**	**£423.62**	**£6,717.30**
29/11/2024	**C/fwd Reconciled Bank Balance**			**£13,127.08**
RECEIPTS				
30/12/2024	HMRC VAT Refund	£0.00	£434.24	£434.24
	Total Receipts for December			**£434.24**
PAYMENTS				
05/12/2025	CW Lawrence – car park shrubs	£90.00	£0.00	£90.00
23/12/2024	Topsource Payroll provider - December payment	£21.87	£4.37	£26.24
23/12/2024	Donation to Shorne Pop-up Café	£100.00	£0.00	£100.00
23/12/2024	Donation to Shorne Parochial Church - Refreshments	£150.00	£0.00	£150.00
23/12/2024	Donation to 1st Shorne Scout Group	£100.00	£0.00	£100.00
23/12/2024	SLCC - CiLCA Full Training	£250.00	£50.00	£300.00
27/12/2024	Airlandline Telephone provider	£9.99	£2.00	£11.99
27/12/2024	Postage	£1.65	£0.00	£1.65
27/12/2024	Clerk Allowances	£51.00	£0.00	£51.00
27/12/2024	Clerk Salary	£1,046.50	£0.00	£1,046.50
	Total Payments for December			**£1,877.38**
30/12/2024	**C/fwd Reconciled Bank Balance**			**£11,683.94**
BARCLAYS SAVINGS ACCOUNTS				
RECEIPTS				
02/12/2024	Gross Interest Earned - Precept Account	£139.09	£0.00	£139.09
02/12/2024	Gross Interest Earned - General Savings Account	£53.60	£0.00	£53.60
BANK BALANCES 30/12/2024				
	Barclays Current Account	£11,683.94		
	Barclays Reserve Re Precept	£60,577.76		
	Barclays Reserve Re General Savings	£18,461.41		
	Lloyds Bank - CLOSED	£0.00		
	TOTAL	**£90,723.11**		

The schedule of payments was reviewed and approved and the bank balances were noted.

65. Review of the Risk Register

The Risk Register has been circulated to Members, updated to show progress made since it was last reviewed in January 2024. Mrs Salmon has established a Cloud back-up via Google Drive and shared access with Mr Lane. It is proposed that access is also shared with the Committee Chairs. This was agreed. Members are requested to ensure that their Parish Council emails and files are password-protected and kept separate from private emails, and to provide the Clerk with access and log-in details for any business-critical Parish Council information. The Clerk will create a single document on Google Drive to contain this information, which will be accessible to all members. Members were asked if there were any other material risks that the Council needs to consider, nothing was identified. The Risk Register was approved.

66. HGV ANPR Survey in Green Farm Lane

Mr Lane has circulated a note summarising the results of the survey carried from 12th to 18th November 2024. Unfortunately, the data only showed vehicles classified as

OGV1 and OGV2, and included a number of vehicles where number plates were not recorded..

In response to our request, additional data relating to cars, motorcycles, and light goods vehicles, and also images of some of the unidentified vehicles were received on 7th January. It appears that a number of the unidentified vehicles were agricultural tractors or vehicles not over 7.5 tonnes. A further analysis will therefore be carried out. In the meantime, Lorry Watch notices have been sent to all the identified operators. KCC Freight has been notified, as well as the Police for one of the repeat offenders.

Separately, we have received a request from a resident for the national speed limit in the northern section of Green Farm Lane to be reduced. This does not seem to be an unreasonable request. In consultation with Mrs Lindley, Mr Lane has requested KCC to review the speed limit.

67. Interim report from the Planning & Highways Committee

A brief update on current and new applications was provided before a full report at the next Planning & Highways Meeting scheduled for Thursday 23rd January.

Traffic surveys are currently being conducted at Shorne Crossroads, however, there has been no information received regarding who is conducting the surveys or why they are being conducted.

Network Rail has advised that the footbridge installation works at Shornemead Crossing scheduled for the weekend 11th/12th January have again been delayed.

An application has been approved by the Vehicle Licensing Commissioner to allow RS Skips to increase the volume of vehicles operating from Apex Business Park.

As discussed at the previous Parish Council meeting, the report from a resident of a fatality resulting from a head-on collision in Pear Tree Lane has yet to be confirmed after enquiries to KCC and Kent Police.

KCC has been present on Tanyard Hill on 9th January. It is believed this was to unblock drains.

Mr Theobald asked Mrs Lindley if she had received any updates regarding the removal of Parish Boundary lines on Muggins Lane. Mrs Lindley had not received a response from the relevant authority but will be continuing to chase.

Mr Lane advised members that he has been in contact with GBC's Director (Environment), and he has agreed to quarterly meetings with the Parish Council to review progress on planning enforcement matters and controversial planning issues.

68. Interim report from the Footpaths, Land & Properties Committee

The refurbishment of the old water pump and bench at Chestnut Green has been completed by our Small Works Contractor and residents have provided positive feedback.

Ms Clifton and Mrs Lindley attended a meeting at Crabbles Bottom with representatives from the Fruit Advisory Services Team and Kent Downs National Landscape to discuss the orchard restoration works. The previously discussed livestock fencing work at Crabbles Bottom is underway.

KCC has repaired the damaged fence adjacent to the bridleway at the Crutches Lane end of Crabbles Bottom, however, this has partially obstructed the bridleway. Ms Clifton will raise this with the KCC Highway Steward.

Ms Clifton has obtained a quote from NPC Tree Surgery for the works required at the Recreation Ground following the annual tree survey and for remedial work to the tree overhanging footpath NS162 at Shorne Common Rough. The quotes are within the allocated budget, and the Clerk was requested to place the order with the contractor.

69. To receive any report from Borough Councillor(s)

No report received. Mr Lane has spoken to Cllr Meade and requested that one of the Ward Councillors should attend or send a brief update. They have been provided with a copy of our meeting schedule.

70. To receive any report from County Councillor(s)

No report received.

71. To consider nominating a Trustee for Shorne United Charities

Shorne United Charities has a trustee vacancy. The Parish Council is the nominating body to these positions and currently Ms Clifton, Mr Hardy, and Mrs Theresa Davies are Trustees, together with the Vicar who acts as Chair. A parishioner has been approached and is considering the request, alternatively Mrs Williams has offered to step in if the parishioner decides not to accept.

72. Correspondence requiring action (to be circulated before the meeting)

An enquiry was received on 6th January from a resident regarding land at Shorne Common and land at Shorne Hill, and the possibility of a land transfer, previously considered in 2023. Members discussed and it was agreed that Mr Lane and Mr Theobald would arrange a meeting with the resident to obtain further information.

73. General matters raised by Members for discussion

- Mr Theobald had previously circulated a report to members regarding the parish boundary being destroyed at Muggins Lane. Mr Theobald advised that this report was sent to the relevant authorities but he is yet to receive a response.
- Ms Clifton suggested the PC Dallarda should attend Parish Council meetings at Shorne. Mr Lane advised members that the Clerk circulated the meeting dates to PC Dallarda and PC Hammond in December 2024 but unless there is a specific reason for them to attend a meeting, their resources may be better served at the pop-up café with residents in Shorne.
- It was reported that a number of members and the Clerk have experienced delays in receipt of emails, and issues sending emails over the past month. Clerk to contact the provider to seek further assistance.
- Mrs Williams has researched suitable CCTV cameras for Thong Lane. She will circulate her findings to all members for review.
- The Clerk read out an email received from the Shorne Pop-up Café thanking members for the approval and receipt of a £100.00 donation. The email also provided information on the work done by the volunteers at the Pop-up Café.

- Mr Lane and Mr Bugg have circulated a note to all members regarding the Village Hall finances. Mr Lane requested members to review the information provided in advance of the next Parish Council meeting as it will be an agenda item.

74. Matters discussed in private under item 13 of the Council's Standing Orders

No matters were discussed.

There being no further business, the meeting closed at 8:47pm

Signed Mr Lane:…….. Dated:……..