Minutes for the Parish Council Meeting held on 10th April 2025 at Shorne Village Hall

PRESENT Mr R Lane (Chairman)
Ms P Clifton
Ms S Lindley
Mr J Bugg
Mr C Rea (Vice Chairman for this meeting only)
Mr R Hardy
Mr T Rochard-Pullen – arrived 7:55pm
Mrs D Salmon (Clerk)

APOLOGIES Mr R Theobald

IN ATTENDANCE None

In the absence of Mr Theobald, Vice Chairman, Mr Lane asked Mr Rea to act as Vice Chairman for the meeting. Members agreed.

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

None received.

91. *To consider any items raised by Parishioners in attendance*

None in attendance.

92. Approval of minutes of the Parish Council Meeting held on 27th February 2025

The minutes were approved.

93. Finance Report

Mrs Salmon had previously circulated a schedule all bank transfers, payments received, and payments made during February and March 2025. See schedule below.

BARCLAYS CURRENT ACCOUNT				
Date	**Description**	**Net**	**VAT**	**Total**
30/01/2025	B/fwd Reconciled Bank Balance			**£9,088.11**
RECEIPTS				
31/01/2025	CCLA Dividend - Crabbles Bottom	£1,158.61	£0.00	£1,158.61
	Total Receipts on February Statement	**£1,158.61**	**£0.00**	**£1,158.61**
TRANSFERS				
12/02/2025	From Barclays Reserve	£16,552.81	£0.00	£16,552.81
12/02/2025	From Barclays Precept Reserve	£3,000.00	£0.00	£3,000.00
PAYMENTS				
12/02/2025	CCLA Initial Deposit - Asset Renewals Fund	£19,552.81	£0.00	£19,552.81
17/02/2025	Village Hall - Committee Room Hire Q4	£56.00	£0.00	£56.00
27/02/2025	Amazon - Memory Sticks for Crabbles Bottom Deeds - B Lane	£11.65	£2.33	£13.98
27/02/2025	Versatille Property Services Ltd - Pump & Bench Renovations	£280.00	£56.00	£336.00
27/02/2025	Versatille Property Services Ltd - Crabbles Bottom Sign	£30.00	£6.00	£36.00
	Total Payments for February			**£19,994.79**

27/02/2025	**C/fwd Reconciled Bank Balance**			**£9,804.74**

RECEIPTS				
17/03/2025	Recreation Ground Annual Peppercorn Rent	£1.00	£0.00	£1.00
17/03/2025	Scout Hut Annual Peppercorn Rent	£0.05	£0.00	£0.05
	Total Receipts on March Statement	**£1.05**	**£0.00**	**£1.05**
REFUND				
27/03/2025	**HMRC VAT**	**£0.00**	**£372.07**	**£372.07**
PAYMENTS				
27/02/2025	Airlandline Telephone provider	£9.99	£2.00	£11.99
27/02/2025	Clerk Allowances	£51.00	£0.00	£51.00
27/02/2025	Clerk Salary	£1,046.50	£0.00	£1,046.50
28/03/2025	Parish Council Website - Annual website hosting	£220.00	£0.00	£220.00
28/03/2025	Topsource - Payroll processing January	£21.87	£4.37	£26.24
28/03/2025	Topsource - Payroll processing February	£21.87	£4.37	£26.24
28/03/2025	Airlandline Telephone provider	£9.99	£2.00	£11.99
28/03/2025	Clerk Allowances	£51.00	£0.00	£51.00
28/03/2025	Clerk Salary	£1,046.50	£0.00	£1,046.50
	Total Payments for March			**£2,491.46**
28/03/2025	**C/fwd Reconciled Bank Balance**			**£7,686.40**

BANK BALANCES 28/03/2025			
	Barclays Current Account	£7,686.40	
	Barclays Reserve Re Precept	£57,789.84	
	Quarterly Interest Received 03/03/2025	*£212.08*	
	Barclays Reserve Re General Savings	£1,961.83	
	Quarterly Interest Received 03/03/2025	*£53.23*	
	TOTAL (including interest received)	**£67,438.07**	

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

Mrs Salmon reported receipt of the 2025/26 Precept on 1st April 2025.

94. Review of Asset Register

The Asset Register was updated and re-issued last year to include the cost of the solar lighting for the bus shelters, and was recirculated on 8th April 2025 to include the year-end mid-market valuations for the CCLA long-term investment funds. There are no other additional assets to include.

Mr Lane commented that the value of the land at Shorne Common Rough and the car park should technically be recorded at £500 each, but the Council has historically recorded the values at £1. The bus shelters have historically been valued at £15,620. It is possible to include the value of the refurbishment work carried out in 2023/24, but last year the Council chose not to. Mr Lane suggested that at the budget meeting in October, the Council may wish to consider increasing the asset renewal provisions set aside annually to help meet the cost of future refurbishments or renewals.

Mrs Lindley queried whether the bollards outside of the country park should in fact be considered as a Parish Council asset as although they were paid for by the Parish Council jointly with the country park, they were installed by KCC on land owned by KCC. Mrs Lindley is technically correct, however it was noted that the bollards have

been included in previously-approved asset registers since 2021. It was agreed to approve the asset register as currently presented, but the Clerk will delete the bollards when transferring the register onto the Scribe Banking system in the next few months.

The Asset Register was **approved** and the value of long-term investments **noted**.

95. Interim report from the Planning & Highways Committee

Mrs Lindley reported:

- The minutes of the last Planning & Highways Committee held on Thursday 13th March will be circulated to all members soon. The next meeting to be held on Thursday 22nd May.
- Planning has been busy with some previously refused applications being re-submitted with slight alterations. All applications have been reviewed by Shorne Parish Council and representations submitted.
- 20250110 Land South of Pear Tree Lane – Gravesham BC have been made aware of the dissatisfaction of Shorne Parish Council regarding the Officers' Report and decision on the previous application. GBC are taking the complaints seriously when considering the most recent application. The application is expected to go to the GBC Planning Committee for decision.
- 20240308 28 Coutts Avenue – Appeal update – Permission has been granted for 4 houses at the rear of the property.
- Lower Thames Crossing DCO was approved on 25th March.
- On the 8th April Mrs Lindley and Mr Lane attended a scheduled meeting with Skanska who are responsible for building the roads south of the Lower Thames Crossing. It was discovered that Skanska have been having talks about land in the parish with Kent County Council, Gravesham Borough Council and Natural England, but not Shorne Parish Council. A full report of the meeting will be provided to members at the next Planning & Highways Committee meeting.
- Lorry Watch – Mrs Lindley thanked Mr Lane for his continuing efforts with Lorry Watch.

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

Ms Clifton reported:

- The first training session of the youth football team was held at the Recreation Gound on Saturday 5th April. Ms Clifton and Mr Lane attended the site to observe and spoke to the parishioner who had made the request. The session was well supervised and there was no damage to the ground. This will continue to be monitored by Ms Clifton.
- Ms Clifton and Mr Lane observed that the accumulation of rubbish outside the Pavillion has reduced, with only larger items remaining.
- Ms Clifton has contacted James Young at Gravesham BC regarding the next steps for the installation of staggered bollards at Shorne Common Rough.
- As agreed at the last Committee meeting, Ms Clifton, Mr Rea, Ms Lindley and Mr Theobald visited the Scout Hut. There is no further encroachment around the hut, however, it is suggested that the Scouts are requested to reinstall the fence and put in a gate to the unauthorised piece of land which they are using.
- Mr Rea has checked the swing chains with reference to what 40% wear would be. The swing chains are currently satisfactory.
- Ms Clifton circulated an email to members in advance of the meeting regarding Crabbles Bottom potentially becoming a Local Wildlife Site (LWS), to reflect the traditional orchard, flower-rich grassland, and being home to rare species of

invertebrates. Kent Nature Partnership oversees the LWS system, and the Kent Wildlife Trust are the administrators.

- Ms Clifton and Mr Theobald attended the site of the potentially blocked culvert in Swillers Lane but the visit could provide no further information. Ms Clifton will contact the new KCC PROW when appointed.
- **Adult Gym Equipment at Michael Gardens.** Mr Rea has been in discussions with James Young and Stuart Ballantyne at Gravesham BC regarding the installation of refurbished adult gym equipment at Michael Gardens. Mr Rea circulated a plan for the installation of the equipment and the associated cost in advance of the meeting. It was noted that the cost is within the budget figure agreed in October 2024, and it was agreed in principle to proceed, subject to clarification of asset ownership and maintenance responsibility, and formal approval as an agenda item at the next meeting. On this basis, a letter of intent can be issued to Gravesham BC.

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

No report received.

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

No report received.

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

Nothing received.

100. Preparation for Parish Assembly on 24th April 2025

The Parish Assembly will take place in two weeks' time. Mr Lane has circulated his draft presentation and requested other speakers to share their presentations in advance of the Assembly.

101. General matters raised by Members for discussion

(a) No plans have been made or actions taken to commemorate the VE Day 80th anniversary on 8th May, which is the same day as the Parish Council Annual General Meeting. If the Parish Council are lighting the beacon at 9.30pm, either the meeting will need to be short, brought forward, or re-scheduled. Ms Clifton has spoken to the Fish and Chip Van but they are not available that evening. Members discussed the situation and decided not to commemorate the event.

(b) Mrs Williams had previously circulated to members via email photos of a van that was reported to have carried out fly tipping in Shorne Ifield Road the previous weekend but the number plate could not be identified. It has been reported to GBC. There was a discussion on the feasibility of CCTV cameras, and this will be included on the agenda at a forthcoming Parish Council meeting.

(c) The Clerk read a letter of thanks received from Elspeth Hopkins, Treasurer of St Peter & St Paul Church, for the grant received from Shorne Parish Council towards the cost of repairing the pillars at the entrance to the Shorne Parish Church graveyard.

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

102.1 To consider providing financial support to the Village Hall

As agreed at the previous meeting, Mr Lane prepared a draft of the terms of agreement and circulated it to Members on 3rd March. Mr Lane requested approval to share it with the Village Hall Management Committee. Members discussed. This was agreed.

102.2 Potential exchange of land at Shorne Common and Shorne Hill

Mr Lane has made some preliminary investigations on what would need to be done to effect any changes in ownership. The legal processes for diverting a PROW and for de-registering common land are quite onerous and expensive. However, the resident has provisionally indicated that he may be willing to meet some or all of the legal costs. A further meeting will be held.

There being no further business, the meeting closed at 8:25pm.

Signed Mr Lane:…….. Dated:……..