SHORNE PARISH COUNCIL

Minutes for the Parish Council Meeting held on 26th February 2026 at Shorne Village Hall

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

APOLOGIES Mr R Hardy
Mrs S Lindley

In attendance: None

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

None.

83. To consider any items raised by Parishioners in attendance

None in attendance.

84. Approval of minutes of the Parish Council Meeting held on 8th January 2026

The minutes were approved.

85. Finance Report

A schedule of all bank transfers, payments received, and payments made during January 2026, together with the reconciled bank balance, was circulated with the agenda. This includes the payment to Invicta Arboriculture that the bank had failed to make in December. The schedule of payments was reviewed and approved, and is set out below.

Date	Description	Net	VAT	Total
BARCLAYS CURRENT ACCOUNT				
30/12/2025	**B/fwd Reconciled Bank Balance**			**£5,072.15**
RECEIPTS				
30/01/2026	CCLA Dividend (Crabbles Bottom Fund)	£1,168.35	£0.00	£1,168.35
30/01/2026	CCLA Dividend (Asset Renewals Fund)	£240.35	£0.00	£240.35
	Total Receipts for January Statement	**£1,408.70**	**£0.00**	**£1,408.70**
PAYMENTS				
09/01/2026	Invicta Arboriculture - Tree Survey Shorne Common Rough	£470.00	£0.00	£470.00
14/01/2026	Shorne Village Hall - Quarterly Hire	£92.00	£0.00	£92.00
21/01/2026	Clerk Allowances	£51.00	£0.00	£51.00
21/01/2026	Air Landline - Telephone	£9.99	£2.00	£11.99
23/01/2026	HMRC PAYE - Quarterly Direct Debit	£47.18	£0.00	£47.18

28/01/2026	Clerk Salary	£1,097.40	£0.00	£1,097.40
28/01/2026	Topsource	£22.61	£4.52	£27.13
	Total Payments for January Statement	**£1,790.18**	**£6.52**	**£1,796.70**
30/01/2026	**C/fwd Reconciled Bank Balance**			**£4,684.15**
BARCLAYS RESERVE ACCOUNTS				
30/01/2026	**Reserve Balance Re: Precept Funds**			**£81,625.83**
30/01/2026	**Reserve Balance Re Asset Renewals**			**£538.78**

86. Interim report from the Planning & Highways Committee

Mrs Lindley had sent her apologies but sent the following report:

Planning:

- The last Planning & Highways Committee meeting was on 22nd January and the minutes have been circulated. The next Committee meeting is to be held on 12th March
- There are no planning applications of note. Decisions are still awaited for the Nuralite Industrial Estate (GBC) and RS Skips (KCC)
- There has been a new planning appeal submitted for 10 Court Lodge
- The Lower Thames Crossing are running some events in March, the first being on the 11th March at Cascades Leisure Centre
- The GBC Local Plan Regulation 19 Consultation date is still not published.

Highways:

- Parking issues on Malthouse Lane area continue – further discussion in item 93(a)
- KCC will be installing signage in for 'Pedestrians In Road' and 30mph roundels on 17th March in Green Farm Lane
- Manor Field dropped kerbs installation by KCC is scheduled for 23rd March and will take 3 days
- Mrs Lindley and Mr Lane are meeting with KCC week commencing 2nd March to discuss the Highways Improvement Plan (HIP)

Ms Clifton has noticed works have begun at the land adjacent to the See Ho.

Mr Lane reported that a resident has raised concerns regarding inconsiderate parking on footways and obstructing access to properties in Court Lodge. Police have been requested to patrol the area to ensure no parking offences or other violations are taking place. Whilst the Council has no enforcement powers, it is proposed that a letter is sent to the occupier to draw their attention to the concerns. Agreed.

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

Ms Clifton reported:

- Baylis Landscaping Contractors have begun work to clear the encroaching trees from the inset meadows at Crabbles Bottom and opening up the maintenance access to Crabbles Bottom from the non-motorised part of Bowesden Lane
- Works have been completed to rehang the gate and update the surface under the gate at Crabbles Bottom where the sheep previously escaped
- Our contractor is using a temporary code for the padlock on the KCC gate at the non-motorised section of Bowesden Lane. A new code will be set once current works are completed, as advised by KCC. The new code will not be shared outside the Parish Council.

- There is still no date from the contractor appointed to carry out the works required at Shorne Common Rough
- Ollie Cowburn has transferred to another role within KCC and we have not yet been advised of his replacement
- Shorne Young Farmers will be removing the sheep from Crabbles Bottom very soon and believe they will be away for approximately 2 weeks
- Mr Lane commented how well the agreement between Shorne Parish Council and Shorne Young Farmers is working with the sheep at Crabbles Bottom
- A report was received regarding the bridleway at Crabbles Bottom being blocked by what appeared to be a makeshift bike ramp. This has been removed by the contractor and members of Shorne Parish Council
- The fence alongside the Bridleway needs some maintenance and parts replaced. Ms Clifton is to approach the fencing contractor previously used for a quote
- Reports of nuisance bikes and antisocial behaviour have been received from businesses at Park Pale. This has been reported to Kent Police

Mr Rea reported:

- The Crabbles Bottom Management Plan has been circulated to all members for review. This will need to be approved before the Consultant can submit it to the Forestry Commission and begin applying for licences and grants
- Ms Clifton has done a thorough review of the plan and returned to the Consultant with some small errors and omissions
- Ms Clifton will add the approval of the updated report to the agenda of the next Footpaths, Land & Properties Committee meeting on 26th February
- Shorne Parish Council, as an NNR Affiliated Partner, has received an invite to reply to a survey in relation to a three-year funded bid, funded partly by Farming in Protected Landscapes (FiPL) and partly by the Lower Thames Crossing. This funding could assist with signage, coppicing and setting up volunteer groups at Crabbles Bottom. Ms Clifton and Mr Rea will reply to the survey.
- Mr Rochard-Pullen questioned how often the new management plan will need to be reviewed as this could affect funding options in the future. Mr Rea confirmed there is no end date on the current plan, it will be a working document, but it is also worth noting that after the initial funding for coppicing, it will then become self-funding as the wood will be of value
- Mr Lane has asked GBC to prepare an article about the adult gym equipment at Michaels Gardens for publication. Shorne Parish Council previously agreed to contribute £7731.00 towards the renovation and installation of the equipment.

88. <u>To receive any report from Borough Councillor(s)</u>

No report received.

89. <u>To receive any report from County Councillor(s)</u>

Apologies received from Cllr Diane Morton due to another commitment.

90. <u>To review and approve the Financial Regulations</u>

Members were requested to review the Financial Regulations at the previous Council meeting. The current Financial Regulations are based on the previous NALC model, abridged and adapted to reflect the scope of Shorne Parish Council's activities, and were adopted by the council at its meeting held on 22/02/2024, and re-approved at the council meeting on 27/02/2025. NALC updated their model in March 2025. The Clerk

has conducted a full review of the document, and considers that the current regulations remain compliant with the requirements of the NALC model document, including the tender process. The Financial Regulations were approved.

91. To review and approve the Standing Orders

Members were requested to review the Standing Orders at the previous Council meeting. The current Standing Orders are based on a previous NALC model, adapted to reflect the composition and committee structure of the Council, and to comply with best practices and legal requirements regarding the publication of agendas and minutes. NALC updated their model in March 2025. The Clerk has conducted a full review of the document, and considers that the current standing orders remain appropriate. A minor correction to numbering has been included in the copy circulated with the agenda. The Standing Orders were approved.

92. Update on meetings of KALC Area Committee and other external bodies

(a) KALC: The last meeting was held on 15th January to discuss planning within the parishes of Gravesham. The next meeting is to be held on 5th March to discuss the draft Gravesham Borough Council Local Plan. Mr Lane asked members if they had any items they would like Mr Theobald and Ms Clifton to raise on behalf of Shorne Parish Council at the next meeting. There were no items.

(b) Parish Chairs: The next meeting of the Parish Chairs with the Leader of Gravesham Council is scheduled for 9th March. Shorne Parish Council have raised no items for the agenda but will be in attendance.

93. Correspondence requiring action

(a) Further reports have been received regarding inconsiderate parking by attendees to the Romanian Orthodox Church services at St Katherine's Chapel. The Church minister has undertaken to request attendees to park responsibly, and has advised that they are exploring longer-term options regarding more suitable premises with better parking facilities. The Police and Gravesham parking enforcement have agreed to monitor the situation regarding any parking offences.

(b) A resident has reported that vehicles using Mill Hill Lane are not adhering to the 20mph speed limit and requested additional signage. KCC has provided a summary of telemetric data which indicates good compliance, with the vast majority of vehicles travelling at less than 25mph. In these circumstances it is unlikely that KCC will agree to the request.

94. General matters raised by Members for discussion

- Mr Theobald has reported the large pothole in Warren View to KCC
- Mr Theobald advised that the MOT on the car previously reported as being parked inconsiderately and having not moved in Swillers Lane is due to expire. Upon expiry, Mr Theobald will report to the authorities.
- Mr Theobald made a visit to the house of environmental concern in Swillers Lane but there was no answer at the front door. Members have seen people at the house. Members will continue to monitor the property and report to the environmental authorities should it continue to deteriorate.
- Mr Lane thanked Members for approving in principle the proposal for an additional CCTV camera to assist in identifying overweight vehicles reported to Lorry Watch. 4

residents have registered to carry out active Lorry Watch sessions, and arrangements are in hand to obtain hi-viz jackets and brief the volunteers.

- Mr Lane had nothing further to report on the proposed land exchange.

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

There were no items for discussion.

There being no further business, the meeting closed at 8.38pm.

Signed Mr Lane:…….. Dated:……..