

**SHORNE PARISH COUNCIL**

**Minutes of the Full Parish Meeting held on  
24<sup>th</sup> June 2021 in Shorne Village Hall**

**PRESENT**

Mr R Lane (Chairman)  
Mr R Theobald  
Mr R Hardy  
Ms Clifton  
Mrs S Lindley  
Ms A Franks  
Mrs L McCluskey

**APOLOGIES**

Mr Bugg  
Mr C Rea

Parishioners in attendance - None

**22. To receive any declarations of interest.**

Ms Clifton declared a personal interest with regards to agenda item 12 in that the owner of Pucksdown also owns property neighbouring her home. However, this does not influence her view, and she is not precluded from taking part in the discussion and decision-making process.

Mrs Lindley declared a personal interest with regards to agenda item 13 in that Highbank neighbours her home. However, this does not influence her view, and she is not precluded from taking part in the discussion and decision-making process.

**23. To approve the minutes of the Annual Parish Meeting held on 6<sup>th</sup> May 2021**

The minutes were approved.

**24. Any matters arising not otherwise on the Agenda**

None received.

**25. Planning & Highways**

**25.1 To approve minutes of the Planning & Highways Committee on 11<sup>th</sup> March 2021**

The minutes were formally approved.

**25.2 To note any recommendations from the advisory meeting held on 27<sup>th</sup> May 2021**

The draft minutes of the advisory meeting were circulated on 22<sup>nd</sup> June 2021, no recommendations were advised.

**25.3 To consider Assets of Community Value – Community Right to Bid**

Mr Lane circulated an email on the 28<sup>th</sup> May 2021 regarding Assets of Community Value and the possibility of having certain property listed. This would provide the community with the opportunity to bid (Community Right to Bid) in the event that the property was put up for sale. Mr Lane advised that a number of properties have been listed in Cobham, including the village pubs. Mrs Lindley enquired whether the Parish

Council should get involved with this with certain assets in the village. Members thought it would helpful if Mrs Lindley could look into this. Assets suggested for consideration included Rose and Crown Public House, the parade of shops in The Street, Michael Gardens park, and possibly Shornemead level crossing. Mrs Lindley will look into this and report back with recommendations.

**25.4 Any other matters from the Planning & Highways Committee**

Mrs Lindley advised that the application for an additional residential property at Park Farm, Bowesden Lane, has been refused.

The retrospective application for a single storey outbuilding at Bucklebury, Pear Tree Lane, has been refused.

The application for the retention of a barn at Tanners Grange was permitted with conditions to restrict its use only for purposes incidental to the main dwelling, and not for primary living accommodation or for trade or business purposes.

A retrospective planning application has been submitted regarding coppicing that has been carried out at Court Wood.

A parishioner has queried possible engineering works at Merrievale.

A further Lower Thames Crossing consultation will be held from 14<sup>th</sup> July to 8<sup>th</sup> September 2021 focussing on construction and operational impacts.

**26. Footpaths, Properties & Greens**

**26.1 To approve minutes of the Footpaths, Properties & Greens Committee on 25<sup>th</sup> March 2021**

The minutes were approved.

**26.2 To note any recommendations from the advisory meeting on 10<sup>th</sup> June 2021**

The draft minutes of the advisory meeting were circulated on 18<sup>th</sup> June 2021, with further amendments on the 21<sup>st</sup> June 2021.

**26.3 To approve the recommendation for a new noticeboard at Chestnut Green**

At the advisory Footpaths, Properties & Greens Committee meeting on 10<sup>th</sup> June, it was recommended to approve the purchase of a new noticeboard at Chestnut Green. The recommended noticeboard will cost £946 plus the cost of installation, excluding VAT. The purchase of the noticeboard was approved.

**26.4 To approve the new contractor for footpath and bridleway at Crabbles Bottom**

Mr Lane sent an email to all Members on 20<sup>th</sup> May stating that unless there were any objections, it was proposed to employ Tom Gozzett to cut the footpath and bridleway at Crabbles Bottom. His price was competitive, and the work was carried out to a high standard. Mr Lane reminded Members that the reason for employing two separate contractors at Crabbles Bottom since 2015 is historic and no longer relevant, and it would be more convenient and less administrative burden to use one contractor. Members were invited to ratify the decision to use Tom Gozzett, and this was approved.

**26.5 Any other matters from the Footpaths, Properties & Greens Committee**

Ms Clifton reported that Mr Vilday has been unable to install the bollards at Shorne Common Rough due to other workload. He will advise on a date when this work will be carried out.

Ms Clifton reported that she received a complimentary email from a parishioner on 24<sup>th</sup> June 2021, showing photos of the wild flowers in bloom at Crabbles Bottom. The parishioner had complained earlier this year because she thought the meadows had been cut prematurely. The meadows will not be cut until September.

With regards to the possible litter bin near the entrance to Shorne Woods Country Park, Ms Clifton has not had a reply from Tim Bell, and will chase him again.

Ms Clifton has spoken to Mr Pelham regarding the gap in the fence in Crown Lane. He has been in touch with the farmer, but the remedial work will not be carried out until after the crops are harvested. Mr Pelham mentioned the gate by the Doctors' surgery regarding the padlock code. Ms Clifton advised him that we are aware of the code but we do not disclose this to members of the public without KCC permission, as it is not our lock and we do not own or maintain the non-vehicular highway. It would be KCC to give permission for people to have this code.

Mrs McCluskey reported that the person who is keeping horses in the field at Thong has advised that the stile on footpath NS617 was down before she rented the field. Mr Pelham has been in contact with her and advised that it will need to be reinstated, as it has been blocked up to stop the horses getting out.

Ms Clifton reported that UK Power Networks have installed a generator on the verge in Pondfield Lane, and intend to replace it with a smaller generator on the Recreation Ground on 25<sup>th</sup> June. They have not advised how long it will be there as they have not yet located or rectified the fault.

## **27. Update on new Playground equipment installation**

Mr Lane reported that the work started on Monday 21<sup>st</sup> June. Unfortunately, the lorry delivering the portable WC knocked down the hinge post for the main gate into the parking area. Redlynch have said they will replace it. It is anticipated that the safety surface will be laid on the 30<sup>th</sup> June 2021.

Mr Lane has placed an order with The Play Inspection Company to carry out an independent post-installation inspection. This will be carried out on the 2<sup>nd</sup> July.

Mr Vilday has been requested to install the new notices. Mr Lane has designed these, and Mrs McCluskey has requested her contact to get these made. Gravesham Borough Council has agreed the relocation of the litter bin and dog waste bin, and Mr Lane has been in contact with John Vilday to relocate these.

An official opening will be held on Saturday 10<sup>th</sup> July 2021 at 10.30, the Mayor and other official dignitaries will be invited.

Mr Lane said that Phase 2 of the play area will be the adventure trail which is planned for the Autumn/Winter. Mr Theobald said that the vegetation will need to be cut back. Mr Lane is aware of this, but this needs to be carried out during the Autumn/Winter months when vegetation has stopped growing. Mr Theobald reported that the vegetation has encroached on the Common by 50 to 100 feet over the past 60 years. Mr Lane was not aware of this extent and felt that residents may not be happy if it was cut

back this far. Mr Theobald said that he will do a drawing and report regarding this matter.

Ms Clifton advised that she has had a contact look at the parking area, and he considers this needs to have drainage soakaways installed. Mr Theobald felt that a 100mm layer of type 1 sub-base would suffice. This needs further consideration but is not part of the scope of the play area upgrade.

## **28. Finance**

- 28.1 The Finance Report was circulated to Members for review prior to the meeting. Members were invited to raise any points for clarification.

Date	Item	Description	Amount	VAT	Total
April	B/F		£3,093.05	£7.05	£3,100.10
06/05/2021	DD	Vodafone	£16.49	£3.30	£19.79
07/05/2021	DD	NEST pension	£60.25	£0.00	£60.25
13/05/2021	BACS	Mr Lane Expenses (padlock)	£14.16	£2.83	£16.99
13/05/2021	BACS	Hoist & Co Fencing	£1,155.00	£231.00	£1,386.00
13/05/2021	BACS	JD Bush (painting railings)	£2,175.00	£435.00	£2,610.00
20/05/2021	DD	Eslip	£38.00	£7.60	£45.60
25/05/2021	BACS	Martin Thomas	£193.00	£0.00	£193.00
25/05/2021	BACS	Mrs S Poole (May Salary)	£818.54	£0.00	£818.54
25/05/2021	BACS	KALC	£1,044.24	£0.00	£1,044.24
Subtotal	C/F		£8,607.73	£686.78	£9,294.51
May	B/F		£8,607.73	£686.78	£9,294.51
02/06/2021	DD	NEST pension	£60.25	£0.00	£60.25
03/06/2021	DD	Vodafone	£33.08	£6.63	£39.71
03/06/2021	BACS	Mrs S Poole Expenses	£164.52	£9.59	£174.11
03/06/2021	BACS	Kiwi Print (Annual Report)	£510.00	£0.00	£510.00
21/06/2021	DD	Eslip	£19.00	£3.80	£22.80
	BACS	Tom Gozzett	£731.00	£0.00	£731.00
	BACS	S Poole (June Salary)	£818.54	£0.00	£818.54
	BACS	C Lawrence (verge cutting)	£400.00	£0.00	£400.00
	BACS	Open Space	£45.00	£0.00	£45.00
	BACS	Norris & Fisher (insurance)	£692.85	£0.00	£692.85
June	C/F		£12,081.97	£706.80	£12,788.77

- 28.2 Mrs Poole circulated the Annual Governance & Accountability Return (AGAR) Part 3 to Members for review prior to the Meeting. Mrs Poole went through the checklist, Internal Control Objectives, and Members were invited to raise any points for clarification and approve this for signing off. All members approved and Page 4 was signed off by the Chairman and Clerk. The Accounting Statement on Page 5 was reviewed and the difference between box 7 and 8 was noted on the bank reconciliation and was duly agreed by members and the Chairman and Clerk signed this off. Mrs Poole will send this off to PKF Littlejohn.

## **29. Review of the Asset Register**

Mrs Poole has been working on this and Mr Lane circulated a note and draft asset register to Members on 4<sup>th</sup> June 2021, for consideration, comment, and correction. No comments have been received. All assets should be identified in the balance sheet at their replacement cost. Some assets need to be insured. Others will need to be factored into a repair and renewal fund. The asset list is included in the AGAR when the finance reconciliation is done each year, and also needs to be done for every June for our insurance company, Members were requested to review this and advise of any material errors or omissions.

Mrs Poole will notify our insurers of the cost of the Play area when it is finished.

**30. To receive a report from Borough Councillor R Lane**

Cllr Lane reported that little of importance has been discussed at Planning or Committee meetings, or at the Council meeting on 22<sup>nd</sup> June, although there was a report on positive actions taken to target fly tipping and issue fines to offenders.

Cllr Lane is a member of a cross-party Member/Officer working group reviewing the Local Plan and the implications of the failure to achieve housing targets. The view of officers is that the Council has no option but to adhere to the Government methodology and housing targets, and to achieve this it will be necessary to release land from the Green Belt for development. Councils which have not done this have had their Local Plans rejected by the Planning Inspectorate and their appeals rejected in the High Court. This will have implications for all the villages, including the need to accommodate additional traveller sites.

The Local Government Boundary Commission England has recommended reducing the number of Gravesham councillors from 44 to 39. This will have implications on ward boundaries. For example, Shorne, Cobham & Luddesdown may have too few voters to support two councillors, but too many to be represented by one councillor. The Local Government Boundary Commission England is currently holding a public consultation inviting views on future warding arrangement. The consultation closes on 2<sup>nd</sup> August 2021.

Cllr Lane and Adam Holloway MP met with the Lower Thames Crossing Executive Director at Marling Cross earlier today 24<sup>th</sup> June.

**31. Report from County Councillor B Sweetland**

Nothing received.

**32. To receive any report from the local PCSO**

PCSO Ellie Middleton sent her apologies as she cannot attend but provided a brief report.

On 8<sup>th</sup> June, Police patrols were in the Park Pale area when they heard a loud disturbance and were then greeted by a number of people on motorbikes. When trying to stop one of the bikers, an officer got his leg stuck on one of the bikes and was then dragged by his leg down the road. The officer luckily walked away with only cuts and bruises. Two people were arrested and bikes seized. This has been handed over to the Road Safety Unit who are attending the location on certain days and times.

During the weekend of the 19<sup>th</sup> and 20<sup>th</sup> June, the Police carried out an operation targeted at off-road motorbikers. At Claylane Wood, they seized one bike for no

insurance and issued two Section 59 notices to riders. Ellie would like to thank the councillors who helped by acting as spotters, this was very helpful.

On the 7<sup>th</sup> June, Ellie attended the Rose and Crown pub for the Rural Kent Pop-Up Dafe coffee morning, where she managed to catch up with parish councillors, carry out community engagement and handed out lots of free crime prevention tools. She will be attending in August and hopes to see us then.

**33. Report on proposal for UKPN pole support on Shorne PC land at Shorne Recreation Ground**

Mr Lane circulated a note to Members on 18<sup>th</sup> June following a site meeting with UK Power Networks staff. The options available are:

- a) To permit the pole and stay wire to be relocated from Pucksdown in Pondfield Lane to inside the boundary of the Recreation Ground;
- b) To permit the installation of a strut support inside the boundary of the Recreation Ground;
- c) To allow two spans of the overhead circuit to be replaced by an underground cable inside the boundary of the Recreation Ground. (This is not UK Power Networks preferred option and they may not be prepared to progress this.)
- d) To decline to agree to any of the options.

The paper identified a number of considerations to help in the decision. In summary, the Parish Council is not obliged to agree to any of the options; the pole does not need to be relocated for operational reasons. However, the proposed location is in an unused, untended corner of the Recreation Ground and would not be very intrusive; UK Power Networks has offered to increase and capitalise the 15-year wayleave payment of £9.80 a year to a one-off payment of £300.

Members discussed the various options and the general consensus was that they would not be prepared to accept a pole or support strut within the boundary of the Recreation Ground, but would be prepared to accept an underground cable if there were no other satisfactory alternatives. Members felt that this was a reasonable compromise, as it would achieve the aim of Mr Drysdale by removing the need for a pole or stay wire within the curtilage of Pucksdown.

**34. To agree actions regarding the enlarged vehicular access for Highbank, Mill Hill Lane**

The proposed draft agreement associated with the altered access to Highbank was circulated to Members for comments on 27<sup>th</sup> April 2021, and submitted to the owner of Highbank on 14<sup>th</sup> May 2021. From recent correspondence, it is apparent that the owner of Highbank considers that the proposed agreement restricts his rights, and that the 1951 letter to Mr Boulter does not specify the route or extent of the access across Shorne Common, and that he did not need our consent for the alterations he has carried out, or may decide to carry out in the future. He is also of the opinion that the surface should be maintained in such manner as may be deemed necessary by him, whereas we consider that it should be maintained in such manner deemed necessary by the Parish Council. Although the draft agreement was drafted in a positive manner to tidy up the matter and to grant the owner the required consent for the work carried out, it is

apparent that there are fundamental differences of opinion. Whilst the present owner may not have any negative intentions, this cannot be guaranteed for future owners.

In the first instance, it is recommended that we obtain independent legal advice on the correct interpretation of the existing 1951 letter to Mr Boulter. We may then need to obtain further legal advice on drafting any new agreement. Members were requested to suggest suitable legal advisers. Mr Theobald suggested Ron Prior of King Prior.

Mrs McCluskey agreed to contact KALC and the Open Spaces Society for advice as it felt that the Council needs a company that has experience in dealing with common land issues. Mrs Poole will send Mrs McCluskey details for the Open Spaces Society and our membership details. A letter will be written to the owner of Highbank advising that we are seeking legal advice.

**35. Civic Service**

This year's Civic Service takes place this Sunday 27<sup>th</sup> June at 09.30. Due to the need to maintain social distancing, attendance will be limited, and the Church will provide refreshments after the service. As the Parish Council normally hosts the reception and provides refreshments, Members approved a donation of £75.00 towards the cost. The Mayor of Gravesham is unable to attend this year, so Mr Lane has invited Mrs Rosemary Dymond in her capacity as Deputy Lord Lieutenant of Kent.

**36. Email/Website Hosting**

Mrs Poole circulated recommendations regarding changing the Email host and domain provider, as the cost has increased significantly since 2018. The recommendation was to engage Netnerd to take over this service. This was agreed by Members. Mrs Poole advised that she would need Councillors' help on transferring the data over if this was to be achieved before the existing contract expires on 28<sup>th</sup> June 2021.

**37. Correspondence requiring action (to be circulated before the meeting) – Nothing received.**

**38. General matters raised by Members for discussion**

- a) Football Ground Lease. Mr Lane advised Members that Lee Boyson is retiring from football management and it appears that Shorne FC will cease to exist. One of his colleagues, Phil Reeves, is starting a football club and is keen to have the lease assigned to him as co-lessee with David Cater. Members were invited to consider how to take this matter forward. Mr Theobald felt that it was important that any new football club needs to have an association with Shorne so that parishioners were not excluded. It was agreed that Mr Reeves should be invited to the next full council meeting to discuss his plans.
- b) Mrs Poole and Mrs Lindley advised they have been looking at the archive files in the loft, and they came across some of the papers regarding buying some extra land at Shorne Recreation Ground for £100.00 from Lord Darnley, which will be why the original deeds are different to the area covered by the Recreation Ground.

**Date of next meeting.** The next meeting of the Parish Council will take place at 19.45 on 9<sup>th</sup> September in Shorne Village Hall.

There being no further business, the meeting closed at 21.50