

SHORNE PARISH COUNCIL

**Minutes of the Parish Council Meeting held on
25th November 2021 in Shorne Village Hall**

PRESENT

Mr R Lane (Chairman)
Mr R Theobald
Mr R Hardy
Ms Clifton
Mrs S Lindley
Mr C Rea
Mr Bugg
Mrs L McCluskey

APOLOGIES

In attendance: Mrs L Williams

55. To receive any declarations of interest.

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.

56. Approve the co-option of Mrs Louisa Williams to the Parish Council

It was resolved to co-opt Mrs Louisa Williams to the Parish Council with immediate effect, to fill the vacancy left by Mrs Allison Franks. Members welcomed Mrs Williams to the Parish Council.

57. To approve the minutes of the Parish Council Meeting held on 9th September 2021

The minutes of the Parish Council meeting held on 9th September 2021 were approved.

58. To approve the minutes of the Budget & Finance meeting of 28th October 2021

The minutes of the Budget & Finance meeting held on 28th October 2021 were approved.

59. Confirmation and formal approval of 2022/23 Precept request

It was resolved to approve the recommendation from the Budget & Finance meeting to request a precept of £42,230.00 for 2022/23. Mrs Poole will inform Gravesham Borough Council.

60. Items raised by Parishioners in attendance at Chairman's discretion

No parishioners in attendance.

61. To review the Finance Report

Date		Description	Amount	VAT	Total
	B/F		£37,637.15	£5,580.41	£43,217.56
02/09/2021	BACS	Vodafone	£32.74	£6.55	£39.29
07/09/2021	BACS	Nest Pension	£60.25	£0.00	£60.25
22/09/2021	BACS	PKF Littlejohn	£300.00	£60.00	£360.00
22/09/2021	BACS	Mrs S Poole Sept Salary	£818.54	£0.00	£818.54
	C/F		£38,848.68	£5,646.96	£44,495.64
Date		Description	Amount	VAT	Total
	B/F		£38,848.68	£5,646.96	£44,495.64
05/10/2021	DD	Vodafone	£28.35	£5.67	£34.02
08/10/2021	DD	Nest Pension	£60.25	£0.00	£60.25
20/10/2021	DD	Eslip	£19.00	£3.80	£22.80
20/10/2021	BACS	Shorne Village Hall	£114.00	£0.00	£114.00
20/10/2021	BACS	Redlynch Leisure	£1,155.00	£231.00	£1,386.00
29/10/2021	BACS	P Clifton	£36.95	£0.00	£36.95
29/10/2021	BACS	1st Scout Group grant	£599.16	£0.00	£599.16
29/10/2021	BACS	Mrs S Poole Oct Salary	£818.54	£0.00	£818.54
29/10/2021	BACS	Tom Gozzett	£758.00	£0.00	£758.00
	C/F		£42,437.93	£5,887.43	£48,325.36
Date		Description	Amount	VAT	Total
	B/F		£42,437.93	£5,887.43	£48,325.36
01/11/2021	BACS	Grants Received (paid into Play Area Account)	£8,707.81	£0.00	£8,707.81
03/11/2021	DD	Vodafone	£25.27	£5.05	£30.32
11/11/2021	DD	Nest	£60.25	£0.00	£60.25
		Greenbarns (noticeboard)	£949.45	£189.89	£1,139.34
	BACS	Mrs S Poole Nov Salary	£891.10	£0.00	£891.10
		Repairs & Renewals Fund	£4,000.00	£0.00	£4,000.00
	C/F		£57,071.81	£6,082.37	£63,154.18

It was noted that the payment of £8,707.81 from Grants Received is effectively transferring money from the general account into the specific account for the Play Area. Similarly, the £4,000 payment into the Repairs & Renewals Fund is transferring money from the general account into the specific account set up for this purpose.

62. To receive any interim report from the Planning & Highways CommitteePlanning –

16 Warren View: Mrs Lindley reported that the planning application has been permitted. GBC has not addressed the concerns regarding the painted rendering.

Warren Farm: An application has been submitted for determination whether prior approval is required to convert an open-sided barn into a dwelling. The application appears to be very similar to that previously refused by Gravesham Borough Council.

High Ridge, Pear Tree Lane: An application has been submitted to extend the property width-ways to the eastern side. The earlier application for an 8 metre deep extension at the rear has been withdrawn.

10 St Katherines Cottages: the application to extend the property has been refused.

Highways

Mrs Lindley reported that she and Mr Lane will be meeting with KCC Highways online on 30th November to review progress on highways issues and the Highways Improvement Plan.

Lower Thames Crossing; it was noted that the expected date for the submission of the DCO application has been put back to 2022.

Ms Clifton reported that a brick wall is being constructed adjacent to a property in Gravesend Road, and it is not known whether planning consent is needed or whether the land belongs to the householder. It may also impact of Footpath NS156. Mrs Lindley asked Ms Clifton to report it to Mr Pelham, KCC's PROW Officer.

63. Interim report from the Footpaths, Properties & Greens Committee

Ms Clifton reported that the route of the new adventure trail adjacent to the children's play area at Shorne Common is being cleared on 27th November. Clifton has been in contact with North West Kent Country Partnership, and they are willing to assist with the adventure trail. They can provide a member of staff and up to 10 volunteers at no charge, other than travelling expenses. They are arranging a visit with Ms Clifton.

Ms Clifton reported that the gateway into the Scammels appears to have been repaired. Mr Vilday has replaced the missing posts/butts at Shorne Common Rough. The new noticeboard at Chestnut Corner is planned to be installed next week.

The arboriculturalist's report on the tree survey at Shorne Recreation Ground has been received, and some remedial work will need to be carried out on a sycamore with extensive decay, and a silver birch with bleeding canker.

64. Report from Borough Councillor R Lane

Cllr Lane had nothing important affecting Shorne to report, other than the Local Government Boundary Commission proposals to create a new 3-member Shorne & Higham Ward. Cobham & Luddesdown would be joined with Istead Rise to create a new 2-member ward. This is primarily to maintain equality of voter representation, and will have no impact on Parish boundaries or on Parish Councils. Mrs Lindley is preparing a response on behalf of Shorne Parish Council, but anyone can respond to the consultation which runs until 10th January 2022.

As reported by Mrs Lindley, Cllr Lane has arranged an online meeting with KCC on 30th November which will be attended by Cllr Sweetland and Mrs Lindley, where he will seek to press the case for a 20mph zone in the village, and we will get an update on other highways issues.

65. To receive any report from County Councillor B Sweetland

Nothing to report.

66. To receive any update on Shorne Common parking area

Balfour Beatty was expected to carry out remedial work in November, but they requested information on trees adjacent to the car park. It is believed that they wish to cut back overhanging branches, and need to provide the Planning Authority with six weeks' notice.

67. Actions regarding the vehicular right of way for Highbank, Mill Hill Lane

Mr Lane was concerned that we have made no progress with formalising the agreement for the vehicular right of way to Highbank. At the previous meeting, Mr Lane reported that he had requested Kingsley-Smith solicitors to prepare a mutually-acceptable agreement on behalf of the Parish Council and Mr Riddick, but they declined. Mr Theobald had said that he would talk to Mr Bugg to see if he can propose a firm. Mrs Lindley said she would try to find the firm which prepared the original agreement to try to obtain a copy of the original plan, however it appeared that the original agreement was prepared by the Parish Council, not by a Solicitor. Mrs Lindley has looked at the deeds but it does not say anything about the access to the property, apart from the track. We have looked in the 1951 files, but the original plan was not found. Mr Lane considered that we should focus on a new agreement rather than on the 1951 document, which it is intended to replace. Mr Bugg will speak to Ron Prior (solicitor) to see if he can help in drafting an agreement, or knows anyone suitable.

68. Update on progress on review of Standing Orders

Mr Lane has circulated an amended draft set of Standing Orders reflecting an additional provision suggested by Mr Theobald. Mr Lane requested that all Members review the draft with a view to adopting a new set of Standing Orders early in the New Year.

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

Nothing received.

70. General matters raised by Members for discussion

- a) Mrs Poole reported that PCSO Middleton has sent an update to the Parish Council about the work she has done with Green Farm Lane. PCSO Middleton reported that she has carried out a letter drop in Green Farm Lane, which she believes she sent a copy to Mr Lane (*Mr Lane has no record of receiving this*). This was aimed at the heavy vehicles that have been travelling through the weight-restricted road as a short cut. PCSO Middleton has also been doing some work with Higham Parish Council regarding this issue, and they are still carrying out certain actions to improve the

matter. Mr Lane reported that he has also asked PCSO Middleton to look at the parking problems reported in the Burdett Avenue and Coutts Avenue area of Green Farm Lane.

- b) Mr Rea asked if Ms Clifton would speak to Mr Gozzett about cutting back the encroaching bush, vegetation and self-seeded saplings around the edge of Shorne Common.
- c) Ms Clifton reported that Shorne United Charity Trust requires the Parish Council to nominate an additional trustee for the Charity. Ms Clifton has spoken to Jaqui Olid, who is willing to act in this capacity, and proposes her for the role. All members agreed. Mrs Poole will write to Mrs Theresa Davies to inform her of our decision.
- f) Mrs Poole reported that she and Mr Theobald had visited the bank to get a bank statement certified in order to receive payments from the CCLA Fund, as they will not except our instruction until we have a certified document. However, the bank no longer provides this service. Mr Theobald will ask Rev Hurst on Sunday to certify the document and get it back to Mrs Poole.
- g) Mrs Poole reported that she has now passed her CiLCA qualification, but it will take two to three months to get the certificate. All Members congratulated Mrs Poole.
- h) Mr Lane circulated a proposed 2022 Meeting Schedule on 25th November 2021 for consideration by Members. It was agreed to adopt the proposed dates.
- i) Mr Lane reminded Members that the Risk Register needs to be reviewed. This needs to be agreed before the AGM in May 2022. Mrs McCluskey will report back on this in due course.
- j) We also need to consider any properties that we might wish to nominate as Assets of Community Value. Mrs Lindley will report back on this in due course.
- k) Members were requested to give some consideration on how we might wish to mark the Queen's Platinum Jubilee. It is understood that the May Bank Holiday Weekend will be moved to Thursday 2 June and we will have an additional Bank Holiday on Friday 3 June to mark the event. If we organise an event, Mr Lane asked Members to give some thought on what we might like to see, perhaps at Shorne Common, and any other ways in which we might like to mark the occasion. A number of preliminary ideas were suggested. It was agreed that Members should give the matter some consideration, for bringing forward at a meeting in the New Year.

Date of next Parish Council Full Council meeting 13th January 2022

There being no further business, the meeting closed at 20.41

Signed Mr Lane:.....

Dated:.....