

SHORNE PARISH COUNCIL

**Minutes of the Parish Council Meeting held on
13th January 2022 in Shorne Village Hall**

PRESENT

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

APOLOGIES

Mr C Rea

In attendance:

No Parishioners

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

Mrs Lindley declared a personal interest with regards to agenda item 12 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.

72. Minutes of the Parish Council Meeting held on 25th November 2021

The minutes were approved.

73. Any items raised by Parishioners in attendance at Chairman's discretion

None

74. To review the Finance Report

Date		Description	Amount	VAT	Total
	B/F		£42,437.94	£5,887.42	£48,325.36
01/11/2021	BACS	Grants Received (paid into SPC Playground 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
22/11/2021	DD	Eslip	£19.00	£3.80	£22.80
26/11/2021	BACS	Mrs L McCluskey (Expenses)	£18.33	£3.67	£22.00
26/11/2021	BACS	Mrs S Poole (Expenses)	£198.01	£21.27	£219.28
26/11/2021	BACS	Invicta Arboriculture (David Sephton)	£250.00	£0.00	£250.00
26/11/2021	BACS	Mrs S Poole Nov Salary	£891.10	£0.00	£891.10
26/11/2021	BACS	Greenbarns Ltd (noticeboard)	£949.45	£189.89	£1,139.34
26/11/2021	BACS	Repairs & Renewals Fund paid into Lloyds Renewals Fund	£4,000.00	£0.00	£4,000.00
		Subtotal C/F	£57,557.16	£6,111.10	£63,668.26

Date		Description	Amount	VAT	Total
	B/F		£57,557.16	£6,111.10	£63,668.26
03/12/2021	DD	Vodafone	£27.36	£5.48	£32.84
07/12/2021	DD	Nest Pension	£61.48	£0.00	£61.48
20/12/2021	DD	Eslip	£19.00	£3.80	£22.80
20/12/2021	BACS	Shorne Village Hall Q4	£56.00	£0.00	£56.00
20/12/2021	BACS	C Lawrence	£80.00	£0.00	£80.00
20/12/2021	BACS	J Vilday	£90.00	£0.00	£90.00
20/12/2021	BACS	Mrs S Poole Dec Salary	£830.08	£0.00	£830.08
		Subtotal C/F	£58,721.08	£6,120.38	£64,841.46
	B/F		£58,721.08	£6,120.38	£64,841.46
05/01/2022	DD	Vodafone	£26.11	£5.22	£31.33
10/01/2022	DD	NEST	£61.84	£0.00	£61.84
	BACS	Tom Gozzett	£385.00	£0.00	£385.00
		Subtotal C/F	£59,194.03	£6,125.60	£65,319.63

Mrs Poole has been into Lloyds Bank again to try to get certification on the Crabbles Bottom account. They would only date stamp a mini statement, as they would not certify the bank statement presented, as they said it was on original headed paper. Mrs Poole has sent this off to CCLA, and is awaiting a response.

***Post Meeting Note:** CCLA called Mrs Poole on the 14th January and has refused this as it shows the account as Crabbles Bottom, Shorne Parish Council, rather than just Shorne Parish Council.*

75. Interim report from the Planning & Highways Committee

Mrs Lindley reported that since the last meeting on 11th November 2021, 15 planning applications have been received, and 1 appeal has also had a response submitted.

Responses had been submitted to two consultations. There are a number of open consultations at present, including Ebbsfleet Development Central around the station area, which finishes on 14th January 2022.

The proposed barn conversion at Warren Farm, Swillers Lane, has been determined as requiring prior approval, and approval has been refused.

The application to demolish the existing property and construction of a new property at Courtlands, Gravesend Road, has been refused.

Mrs Lindley expressed her concern at several planning determinations with unsatisfactory elements that have been carried out by the same Officer.

Mrs Lindley reported that there have been no new developments with the Lower Thames crossing, but there may be a further consultation due to proposed changes to the park area North of the river.

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

Ms Clifton reported that Mr Gozzett cleared the path through the proposed Adventure Trail, and subsequently a parishioner cut back a few outstanding branches. North West Kent Countryside Partnership have agreed to provide two of their officers and a trainee to carry out work on the 8th February to remove roots and brambles along the route.

Ms Clifton has been in contact with Creative Play regarding the trail equipment and they have asked for photographs of the area, as they have had issues with the installation of equipment around trees to enable them to meet British Standards.

Ms Clifton reported that in November Mr Lawrence attended to the vegetation at the rear of the car park adjacent to the village hall.

Ms Clifton has surveyed footpath NS136 at Gravesend Road, and it does not appear that the building work has encroached on the footpath, although it may have encroached on private land owned by the Rochester Bridge Trust. Ms Clifton will contact John Pelham to inform him. Mr Theobald will also inform Rochester Bridge Trust as the land owner.

The notification for carrying out Tree work at Shorne Common was submitted to Gravesham Borough Council Planning on 6th December 2021. It is noted that in January Balfour Beatty also submitted a notification for Tree work associated with the parking area remedial work.

Ms Clifton reported that the kissing gate on Crown Lane onto footpath NS163 has now been repaired. There is still a gap at the side and the farmer is going to fill this in.

77. Report from Borough Councillor R Lane

Cllr Lane had nothing important to report affecting Shorne. The January Planning Committee was cancelled. The Parish Council Chairs Meeting for 19th January has been cancelled due to lack of business. The Local Government Boundary Committee consultation on the Ward Boundaries draft recommendations, which include proposals to create a new 3-member Shorne & Higham Ward, closed on 10th January 2022. The Local Government Boundary Committee will submit their final recommendations in May 2022, and will take effect at the local elections in May 2023.

At the online meeting with Kent County Council Highways on 30th November 2021, Kent County Council agreed to fund proposals for a 20 mph zone in Shorne village, subject to design and public consultation.

78. To receive any report from County Councillor B Sweetland

Nothing received.

79. To note the Lady Page Foundation annual accounts and to approve the appointment of Mrs Lucy South as Trustee

The Parish Council **noted** the annual accounts for the Lady Eleanor Page Foundation for the year ended 30th June 2021, received from the Treasurer on 13th December 2021. It was noted that the Parish Council's Trustee Mrs Deborah Mansfield had resigned in June 2021, and Mrs Lucy South had been co-opted on an interim basis. It was **agreed** to appoint Mrs Lucy South as the Parish Council's nominated Trustee. Mr Theobald

reported that the charity seeks to support parishioners who need financial help with training/apprenticeship.

80. Report on meeting with Police at Crutches Lane

Representatives of Shorne Parish Council and Higham Parish Council met with the Police on site at Crutches Lane on 10th January 2022, to discuss concerns raised about inappropriate behaviour in this area. Although Crutches Lane is in Higham, much of the activity takes place in Crabbles Bottom, and we should consider fencing off the particular area concerned. Ms Clifton will obtain quotes for suitable fencing. The Police are hoping to make Crutches Lane a 'red route' which means they will routinely patrol it if they are in the area. Other measures discussed were CCTV notices and perhaps the deployment of a camouflaged CCTV camera. It was agreed that Shorne Parish Council will consider purchasing suitable signs for the Crabbles Bottom area.

81. Correspondence requiring action

- a. Following correspondence regarding the cutting back of ivy to facilitate the installation of the replacement noticeboard at Chestnut Corner, the occupier of Three Ways sent an email on 15th December 2021 stating that he owns the land on which the noticeboard is situated, and reserving the right to remove the noticeboard if he deems it necessary. The Parish Council considers that the noticeboard is on publicly-maintained land and the property owner has no right to interfere with it. Mr Theobald will look at plans from previous consideration of extending the footway in The Ridgeway, which show the land under the control of Kent County Council. A letter will be sent to the occupier requesting him to cut back the vegetation which is intruding onto the pathway and encroaching onto the noticeboard. If this is not done then the Council will remove it.

82. Permissive vehicular right of way for Highbank, Mill Hill Lane

A further proposed draft agreement was sent to Mr Riddick on 5th December 2021, who responded on 7th December 2021. He again repeated his offer to pay for the legal drafting of a formal agreement. Mr Lane reminded Members that the original 1951 letter was not an agreement as such, it was a letter from the Parish Council granting a permissive vehicular right of way subject to certain conditions.

Following contact with Mr Bugg, Mr Lane has asked Ron Prior (solicitor), who knows Mr Riddick, to assist in drafting an agreement.

83. Adoption of Standing Orders

The initial draft revised Standing Orders were circulated to Members for review and consideration on 8th October 2021, and a further draft was circulated on 18th November 2021, taking account of suggestions made by Robin Theobald. No other comments were received, and they were recirculated on 2nd January 2022 requesting any final comments prior to ratification. Whilst it was acknowledged that Mrs Lindley had provided comments immediately before the meeting, the revised Standing Orders were ratified for adoption with immediate effect. It was noted that amendments to the Standing Orders can be proposed for consideration as an agenda item at future meetings.

Ms Clifton asked about the Financial Regulations. Mrs Poole did do a draft for her course and will circulate this again to members for comment, as presently we do not have these in place. Mr Theobald will look into this for the next meeting.

84. Consideration of options to mark HM The Queen's Platinum Jubilee

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.

A discussion took place, further to previous e-mail discussion about possibilities, Mrs Poole has also circulated some information.

Mrs McCluskey suggested a public picnic on the Thursday, with the finale being a beacon lit at 21.15 (*Post meeting note: the official time for lighting beacons is 21.45*). It was felt that the best location for the beacon would be on the summit of Shorne Hill adjacent to Mill House. However, we need to establish who owns this land, and whether they would allow the beacon and members of the public to congregate there. If they agreed, it was suggested that it might be worth asking the owners of Mill House if the public can access the site via their garden, as the pathway from Shorne Common is not suitable for people with mobility issues. Mr Hardy has circulated information regarding buying a gas beacon which currently costs £490.00 plus VAT and carriage.

It was agreed that we need to ask local organisations what they are doing. Mr Bugg & Mr Lane will ask Shorne Village Hall Management Committee members, and get in touch with the Primary School and Scouts. Further discussion was needed, and to see what Shorne West want to do.

85. General matters raised by Members for discussion

- a. It was agreed to change of date for the Annual Parish Assembly to Wednesday 27th April 2022, as the hall is booked on Thursday 28th April. Mrs Poole will check availability of the small hall.
- b. Following discussion, it was agreed that we should consider changing meeting start times to 7.30pm, from the 12th May 2022. This will be put on the Agenda for the next Parish Council meeting for formal approval and for implementation from the Annual Meeting in May.
- c. The Parish Council has received two requests from residents of Hayes Terrace to permit a Christmas tree on Post Office green. It was noted that the green and the existing tree are maintained by Kent County Council and any planting may need their permission. This can be problematic and incur the Parish Council with costs and liabilities if we take it on, e.g. obtaining records of underground services, use of cat & genny locator, etc. There is also the issue of sightlines, ongoing maintenance, etc. It was agreed that we would advise the residents that we have no objections, but they should contact Kent County Council.
- d. Mr Bugg, queried the unofficial 30mph sign on Tanyard Hill. This has been put up by a resident, opposite their property.
- e. Ms Clifton suggested that Mrs Williams should attend the Dynamic Councillors course which is on 20th January at 10am. Other dates are available. Mrs Williams will check

and contact Mrs Poole to book it for her. The Parish Council will meet the cost of the course.

- f. Ms Clifton asked if she could go ahead with the £270.00 expenses for the North West Kent Countryside Partnership work on adventure trail. This was agreed in principle. Mr Lane asked for this to be put on the Agenda at the next Footpaths, Properties and Greens meeting for formal approval.
- g. Ms Clifton asked about quotes for the tree work on Shorne Common. It was agreed that she should request the quotes to be split into three parts for budget allocation and to give the Council the opportunity to select best value.
- h. Mrs McCluskey has circulated a revised Risk Register, and requested Members to read this and comment so it can be agreed at the next Full Council meeting on 24th February.

Date of next Parish Council meeting – 24th February 2022

There being no further business, the meeting closed at 21.13

Signed Mr Lane:..... Dated:.....