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| **SHIPBOURNE PARISH COUNCIL** | **Gable Cottage, Ismays Road**  **IGHTHAM, TN15 9BE** |
| **SARAH HUSEYIN**  **Clerk to the Council** | **Telephone: 01732 886402**  **email:** [**shipbourneparishcouncil@gmail.com**](mailto:shipbourneparishcouncil@gmail.com) |

**To: The Members of the Parish Council of Shipbourne -** I hereby summon you to attend a **Meeting of the Parish Council** to be held in the VILLAGE HALL, **SHIPBOURNE** commencing at **7.30 p.m. on Monday 8 May** to transact the undermentioned business.Sarah Huseyin, Clerk

**AGENDA**

The business of the Parish Council will be taken in the following order. All matters discussed will include information items as well as:

1. **Apologies for absence**
2. **Elect Chair**
3. **Elect Vice Chair**
4. **To appoint Representatives**
   1. Village Hall Committee
   2. KALC
   3. Tonbridge and Malling Parish Partnership Panel
   4. JPCTCG
5. **Declarations of Interest or Dispensations**
6. **To approve as a correct record the Minutes of the Parish Council meeting held 10 April 2016**
7. **Public Open Session -** Members of the public will be welcome to address the Parish Council with any concerns they have. Please note this item will be limited in time at the discretion of the Chairman**.**
8. **Appointment of Parish Councillor**
9. **Matters arising** 
   1. **Defibrillator –** Update
   2. **New Speed Indication Device –** Update
   3. **Refurbishment of the Village Hall –** Update
   4. **Litter -** Update
   5. **Dog training on Shipbourne Common -** Update
   6. **Tree Survey -** Update
10. **Communications -** Items of information circulated prior to the meeting**.**
    1. Dynamic Councillor Seminar 23rd May
    2. Open Spaces Society - renewal £45 – Do we wish to go ahead?
    3. Parish Partnership meeting deferred to Thursday 7 September 2017
    4. Joint Parish Transport Consultation Group Meeting – 26th June 2017
    5. The Telegraph - Village of the Year 2017:  [Village of the Year 2017](http://www.telegraph.co.uk/wellbeing/mood-and-mind/must-celebrate-unique-wonderful-rural-communities-penelope-keith/)
    6. KALC T&M Area Committee AGM 11th May 17
    7. Tree & Pond Training Events – 14, 20 & 21st May
    8. Shipbourne Village Hall Trust – AGM and JuneMeeting *-* Monday 5th June at 7.30pm.
11. **Reports: County Councillor, Borough Councillor, PCSO**
12. **Chair’s Actions and Correspondence**
13. **Report from External Bodies**
14. **Finance**

**14.1** **Payment of Accounts** – The outstanding accounts will be presented for agreement to pay:

Parish Clerk Salary & Expenses £431.98

KALC Subscription £257.14 (inc £15 VAT)

**Total £689.12**

**Income**:

Parish Precept 1st Instalment £5,097.50

* 1. **Budget & Finances to Year End & Annual Return**

1. **Personnel**
   1. **Parish Clerk –** Timesheet Report
   2. **New Councillor**

**16. Planning Matters**

**16.1 To consider planning applications:**

**TM/17/00676/FL**  -  Demolition of the existing granary and construction of a replacement dwelling alongside repair works and reinstatement to the Oast roundel.  Martins Oast, Back Lane, Shipbourne, Tonbridge, Kent, TN11 9PP.

**16.2 Planning approvals from TMBC**

**17/00417/FL**  - Erection of a greenhouse/potting shed combination and the like for like replacement of a shed. Yew Tree Cottage Upper Green Road, Shipbourne, Tonbridge, Kent TN11 9PL.

**16/03581/FL** - Demolition of existing dwelling and construction of new two storey dwelling and detached double garage (Resubmission of TM/16/02494/FL). Church House, Stumble Hill, Shipbourne, Tonbridge, Kent, TN11 9PE.

**16.3 Planning Refused by TMBC**

**16/03496/FL** - Change of use of land from agricultural to residential curtilage and the construction of an outbuilding to be used as a gym - Tinley Lodge, Hildenborough Road, Shipbourne, Tonbridge, Kent, TN11 9QB.

* 1. **Other Planning Matters –** Shipbourne Enforcement Case at TMBC (confidential**)**.

**17. Highways & Footpaths**

**18. To review submission to Parish Newsletter**

1. **Urgent Business that occurs and requires attention before the next meeting may be reported at the Chairman’s discretion.**
2. **Date of next meeting.** – Monday 12th June 2017

NOTES: Members are reminded of the need for them to declare any interests not previously declared as a pecuniary interest, which they may have on any matters coming before the Parish Council for consideration. Further advice can be sought, whenever necessary, from the Clerk. Members are asked to be in the Village Hall in good time prior to commencement of the meeting at 7.30p.m so that they may acquaint themselves with the contents of any written material laid round the table.