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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 at Shipbourne Village Hall commencing at **7.30 p.m. on Monday 10 June 2019** to transact the undermentioned business.Sarah Huseyin, Parish Clerk

**AGENDA - AGM**

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 - Dispensations and Declarations of Interest**
2. **To approve as a correct record the Minutes of the Parish Council meeting held 13 May 2019**
3. **Public Open Session -** Members of the public are welcome to address the Parish Council with any concerns they have, this item will be limited in time at the discretion of the Chairman
4. **Highways & Footpaths**
5. **Matters arising** 
   1. **Defibrillators –** Update
   2. **New Speed Calming Signage**
   3. **Village Hall –** Update - New windows
   4. **Dog Bin -** Repositioning -update
   5. **Telephone Box –** Repainting works
   6. **Grass Cutting**
   7. **Climate Change** Committee on Climate Change
   8. **Dog Training –** Shipbourne Common
   9. **WW1 village event** on the weekend of 29/ 30 June
   10. **Dean Park –** Update and Tree Warden
6. **Reports: County Councillor, Borough Councillor, PCSO**
7. **Communications -** Items of information circulated prior to the meeting**.**

**KALC** - Town & Parish Councils - VE Day 75 - 8th May 2020

**Consultation** - Hadlow and Shipbourne Primary Schools are proposing to form a federation

**KCC** - New household waste site for Kent in Tonbridge and Malling and funding to tackle flytipping**.**

**Kent Police Rural Liaison Team report** (on request)

**Tonbridge and Malling Borough Council** – Website Content and Parish Council

Database 2019/20 – Publication of SPC details

Shipbourne Parish Update from Kent Police May 2019

Letter regarding common land near Little Mead

Request for donation Citizens Advice North & West Kent

Letter from Open Spaces Society to save public highways on common land.

1. **Chair’s Actions and Correspondence**
2. **Finance & Policy**

**9.1** **Payment of Accounts** – Accounts will be presented for agreement to pay:

Parish Clerk June Salary & Expenses £477.76

Bank Current Account £tbc Community Account £2,104.38

**9.2** Annual Review (AGAR)

**9.3** Approval of Accounts & Signing of Exemption Certificate

**9.4** Timesheet Report

**9.5** Bank Mandate

**9.6** Emergency Plan

1. **Planning Matters -**

**10.1 Planning Applications**

**TM/19/01150/LB** - Yew Tree Cottage, Upper Green Road, Shipbourne, Tonbridge, Kent, TN11 9PL. Listed Building Application: Internal alteration to annex to form shower

room. Alteration to one window, replacement window and replacement door.

**TM/19/01159/FL** - 5 New Cottages, Upper Green Road, Shipbourne, Tonbridge, Kent, TN11 9PN. Porch enhancement and small side extension

**10.2** **Planning Decisions** – None

**10.3 Article 4 Direction –** Meeting with Director of Planning at TMBC Offices 20 June**.**

**10.4 Local Plan –** Letter from Inspectors to the Council dated 23rd May 2019.

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

**12. Urgent Business that occurs and requires attention before the next meeting may be reported at the Chairman’s discretion.**

**13.Date of next meeting** – Monday 10 July 2019

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.

**Signed: S R Huseyin**

**Parish Clerk**