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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 8 July 2019** to transact the undermentioned business.Sarah Huseyin, Parish Clerk

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 10 June 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 - Done
   5. **Climate Change** Committee on Climate Change
   6. **Dog Training –** Shipbourne Common
   7. **Little Mead**
6. **Reports: County Councillor, Borough Councillor, PCSO**
7. **Communications -** Items of information circulated prior to the meeting

TMBC - New Improved Recycling Service - Promotional Flyer

Consultation on ‘Building for the High Weald’ - A Design Guide for new housing development in the AONB.

KALC News – June 2019 – Available in hard copy

Clerks & Councils Direct – July 2019 – Available in hard copy

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 £484.84

Parish Clerk August July Salary (post dated 12 August) £458.26

Bank Current Account £tbc Community Account £2,104.38

**9.2** Timesheet Report

**9.3** Emergency Plan

9.4 Risk Assessment

1. **Planning Matters**

**10.1 Planning Applications TM/19/01495/TPOC -** Puttenden Manor Puttenden Road Shipbourne Tonbridge Kent TN11 9RH. Mature Oak - prune to lightly reduce only the mid to lower eastern crown overhanging the stable block below by no more than 1.5m in length ensuring all cuts are made to secondary live laterals whilst maintaining visual shape and natural form with the remaining crown, lift low crown overhanging the stable block only, to provide a statutory clearance of 2m above the subject roof, by the removal of secondary laterals only and remove deadwood present within entire remaining crown back to source, only retaining the larger diameter dead branches greater than 75mm in diameter which is to be reduced by a minimum of 70% in length if structurally sound at point of attachment and not overhanging the building.

**10. 2 Planning Decisions** – TM/**19/01159/FL** - Porch enhancement and small side extension.  5 New Cottages, Upper Green Road, Shipbourne, Tonbridge, Kent, TN11 9PN. – Approved

**10.3 Article 4 Direction –** Report of Meeting with Director of Planning 20 June**.**

**10.4 Local Plan –** Update

**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 9 September 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**