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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** |

**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 7 October 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**
2. **Dispensations and Declarations of Interest**
3. **To approve as a correct record the Minutes of the Parish Council meeting held 9 September 2019**
4. **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
5. **Highways & Footpaths -**
6. **Matters arising**
	1. **Defibrillators –** Update
	2. **New Speed Calming Signage -** Update
	3. **Village Hall –** Update - New windows
	4. **Climate Change** Committee on Climate Change
	5. **Little Mead**
	6. **Shipbourne Cricket Club –** Request for funding
	7. **Remembrance Sunday**
	8. **Casual Vacancy**
	9. **Access gate to common land A227**
7. **Reports: County Councillor, Borough Councillor, PCSO**
8. **Reports: KALC meeting**
9. **Communications -** Items of information circulated prior to the meeting

TMBC - New Improved Recycling Service

Public Sector Bodies Web Accessibility Regulations 2018

KALC – New Model Financial Regulations 2019 for England and Wales

Kent Police - Shipbourne Parish Update September and Rural Task Force Report

KALC - Sevenoaks Town Council Precept Flyer

KALC - Local Government Brexit Bulletins

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

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

 Parish Clerk September Salary & Expenses £493.71

**11.2** Timesheet Report

**11.3** Emergency Plan - Update

**11.4** Pensions Regulator –Reregistration

**11.5** New email addresses

1. **Planning Matters**
	1. **Ightham Mote Consultation**
	2. **Planning Applications**

**TM/19/02168/TNCA -** Shipbourne County Primary School, Stumble Hill, Shipbourne, Tonbridge, Kent, TN11 9PB. T3: Apple - Reduce height by approx 1.5m to suitable growth points and reduce extended laterals by up to 2m (where appropriate) to reduce risk of future limb failure due to excessive weight. T4: Goat Willow - Prune clear from shed roof and where possible sides of shed. “No objection.”

**TM/19/01891/LB** - Village Hall,Upper Green Road, Shipbourne, Tonbridge, Kent, TN11 9PL. Listed Building Application: Replacement of four windows in the main hall

with double-glazed timber framed windows.

**TM/19/02182/FL** - School Lane Cottage, School Lane, Shipbourne, Tonbridge, Kent, TN11 9RT. Variation of condition 4 (drawing no AC3612.) submitted pursuant to

planning permission TM/18/01840/FL (Conversion of existing outbuilding

containing garage/residential accommodation to a 3 bedroom dwelling with

single storey rear and side extension and roof enlargement (Amendment to

17/01741/FL).

* 1. **Planning Decisions** – Approved

**TN/19/01902/TNCA** - T1 Goat Willow - remove because of excessive shading and low amenity value, as well as additional risk to garden outbuilding. Replant two apple trees 2.5 meters away, T2 Holly Tree - remove because of shading and risk to outbuilding, T3 and T4 Hawthorns - remove because of excessive shading and low amenity value. Replant with four ornamental fruit trees (apple and cherry) at rear of site (N1, N2, N3, N4). 3 New Cottages, Upper Green Road, Shipbourne, Tonbridge, Kent, TN11 9PN.

* 1. **Article 4 Direction –** Update
	2. **Local Plan –** Update – Inspectors letter to the Council 12.09.19

**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 11 November 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**