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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 9 December 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. **Acceptance of Office – Cllr Leach**
3. **Dispensations and Declarations of Interest**
4. **To approve as a correct record the Minutes of the Parish Council meeting held 11 November 2019**
5. **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
6. **Highways & Footpaths**
7. **Matters arising** 
   1. **Defibrillators –** Update - Defibrillator at the Kentish Rifleman
   2. **New Speed Calming Signage -** Update
   3. **Village Hall –** Update - Trustee meeting on Wednesday 20th November. Request for funding.
   4. **Climate Change** Committee on Climate Change
   5. **Little Mead -** Update
   6. **Shipbourne Cricket Club –** Update
   7. **Casual Vacancy**
   8. **New waste and recycling collection -** Feedback
8. **Reports: County Councillor, Borough Councillor, PCSO**
9. **Reports: KALC meeting**
10. **Communications – *Please request items of interest***

Tunbridge Wells Boys Grammar School - Consultation Letter proposal to expand Tunbridge Wells Grammar School for Boys by increasing the Published Admission Number (PAN) from 210 places to 300 places, facilitated by the establishment of a satellite of the school on the Wildernesse site in Sevenoaks from September 2021.

KALC - Section 137 Expenditure Limit 2020-21– Increased to £8.32

KALC News - NOVEMBER 2019

Ightham Mote Visitor Infrastructure Planning Application

KCC Consultation on the Proposed Modifications to the Early Partial Review of the Kent Minerals and Waste Local Plan 2013-30

**Keep Britian Tidy - Get ready for the Great British Spring Clean - 20 March - 13 April 2020**

NHW Watch Out Newsletter

Draft Letter from Cllr Shaw to lobby Transport for the South East for J5 Slips to be included in the draft Transport Strategy for the South East.

Thank you letter from the Cricket Club.

Kent and Medway NHS and Social Care Partnership Trust – New digital newsletter

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

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

Parish Clerk November Salary & Expenses £470.16

Jenny Bate – Reimbursement for map £57.60

**12.2** Timesheet Report

**12.3** Emergency Plan - Update

**12.4** Banking - Cllr Hine and Cllr Leach

1. **Planning Matters**
   1. **Planning Applications**

**TM/19/02551/FL & TM/19/02552/LB** Claygate House, Claygate Lane, Shipbourne, Tonbridge, Kent TN11 9RL.Demolish existing store, erect single storey side extension.

**TM/19/02609/FL** - Martins Oast, Back Lane, Shipbourne, Tonbridge, Kent, TN11 9PP.

Proposed raising of existing roof to make the building viable as a store,

stabilisation of the existing building to ensure its long term viability.

**TM/19/02744/AGN** - Tinley Lodge Farm, Fairlawne, Hildenborough Road, Shipbourne Tonbridge. Prior Agricultural Notification: Formation of access road.

**TM/19/02762/FL** - Rose Cottage, 2 Grange Cottages, Upper Green Road, Shipbourne Tonbridge, Kent TN11 9PJ. Erection of dormer window to rear of 2 Grange Cottages and the replacement of all windows of the property. These will be replaced with matching timber framed double glazed units to match existing.

* 1. **Planning Decisions** – Approved.

**TM/19/02182/FL** - Variation of condition 2,3 and 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)) - School Lane Cottage, School Lane, Shipbourne, Tonbridge, Kent, TN11 9RT.

* 1. **Article 4 Direction –** Update
  2. **Local Plan –** Local Plan Post Submission Consultation

1. **To review submission to Parish Newsletter**
2. **Urgent Business that occurs and requires attention before the next meeting may be reported at the Chairman’s discretion.**
3. **Date of next meeting** – Monday 13 January 2020

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**