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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 March 2020** 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 10 February 2020**
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 -** Parking on junction A227/Upper Green Road
6. **Matters arising** 
   1. **Defibrillators –** Update - Borough Green Training May
   2. **New Speed Calming Signage -** Update - Quote £2,200
   3. **Verges on Back Lane –** Reinstatement
   4. **Broken sign post at Dunks Green**
   5. **Contract for grass cutting - Update**
   6. **Village Hall –** Update - Request for funding for new toilets
   7. **Climate Change** Committee on Climate Change
   8. **Little Mead -** Update
   9. **Casual Vacancy**
   10. **Litter Pick 2020**
   11. **VE Day Anniversary**
7. **Reports: County Councillor, Borough Councillor, PCSO**
8. **Communications – *Please request items of interest***

**KCC Five Acre Wood School** - Public Consultation proposing to increase the designated number from 465 to 580 places from September 2020. Five Acre Wood School, Boughton Lane, Maidstone ME15 9QF The consultation period will take place from Tuesday 3rd March 2020 to Tuesday 31st March 2020.

**KALC** - Local implications arising from COVID-19 (coronavirus) outbreak.

**Tonbridge & Malling Draft Climate Change Strategy and Draft Action Plan.** In July 2019 the Council set out an “aspiration for Tonbridge and Malling to be carbon neutral by 2030”.  A draft climate change strategy and year one action plan has now been prepared to support this ambition.  Consultation drafts: <https://www.tmbc.gov.uk/services/council-and-democracy/consultations/climate-change>

Comments relating to the strategy and action plan should be sent to [climate.change@tmbc.gov.uk](mailto:climate.change@tmbc.gov.uk) up until 1 May 2020.

**KALC News** – February 2020

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

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

Parish Clerk February Salary & Expenses £483.20

**10.2** Budget 2020 – Confirmation of spend

**10.3** Emergency Plan - Update

**10.4** Banking - Update to mandate

**10.5** Timesheet Report

**10.6** Appointment of Internal Auditor

1. **Planning Matters**
   1. **TM/20/00108 -** Variation of condition 8 to change the number of horses in the sand school from 2 to 5 pursuant to planning permission TM/16/02123/FL (Change of use of agricultural land to allow the construction of a sand school, with associated access and hard standing, for private and commercial equestrian use (north of May Cottage) Sand School, Roughway Farm, Roughway Lane, Plaxtol, Tonbridge, Kent. *SPC Response to TMBC to raise highways concerns.*

**TM/19/02842/FL** **& TM/19/02843/LB** Construction of a relocated car park in the lower section of the field to the east of the Walled Garden and the existing parking area; the restoration of the North Drive, the removal of the temporary Visitor Reception building, the reinstatement of the Walled Garden and the erection of a replacement Visitor Reception and Shop, Glasshouse and Bothy within the restored Walled Garden together with associated landscaping and drainage works - Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent TN15 0NT. *Members site inspection 17 March at 9.30am and referral to Area 2 Committee for consideration on 1 April 2020*.

* 1. **Planning Applications**

**TM/20/00076** –Change of use of land to the west of the Mansion and to the south of the Mote Cottages car park from paddock land to use by the estate gardeners with the construction of glasshouses, hardstanding area and vehicular access drive on the land to provide replacement facilities following the removal and relocation of the existing Gardeners' Compound. Full planning permission for the use of the existing Gardeners' Compound as a picnic lawn. Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NT.

**TM/20/00155** –Upgrade of appearance of existing dwelling including the creation of a first floor side and single storey side and rear extensions (reduced scheme to that approved under reference TM/19/00537/FL. Plantation House, Reeds Lane, Shipbourne, Tonbridge, Kent, TN11 9RR.

**TM/20/00292/FL –** Siting and design of new greenhouse in rear garden. Church House, Stumble Hill, Shipbourne, Kent, TN11 9PE.

* 1. **Planning Decisions**

**TM/20/00265/TNCA** - T1 Tulip Tree - reduce crown by 35% shape and dead wood remainder, T2 Weeping Willow - reduce crown by 35%, shape and dead wood remainder and T3 Yew - remove and replace with 20 x 2m yew trees along Church Boundary. Remove any dead trees in the Tree belt - Church House Stumble Hill Shipbourne Tonbridge Kent TN11 9PE – **No objection**

* 1. **Article 4 Direction –** Update from PPP

**12.4 Local Plan –** Update - Stage 1 Hearing Sessions announced for 19-21 May 2020

and 24-25 June 2020. Deadline for wish to exercise the right to be heard 5pm on

April 2020.

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 6 April 2020

**PART 2**

1. Exclusion of Public and Press: Pursuant to Section1(2) of the Public Bodies (Admission to Meetings) Act 1960 Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of a confidential item.

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**