

SHIPBOURNE PARISH
COUNCIL

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Clerk to the Council

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To: The Members of the Parish Council of Shipbourne - I hereby summon you to attend a **Meeting of the Parish Council** to be held via Zoom commencing at **7.00 p.m. on Monday 14 September 2020** to transact the undermentioned business. **Sarah Huseyin, Parish Clerk**

During Covid-19 all meetings will be held remotely following Government advice.

[\(SI 2020/392 The Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020\)](#). Effective 4 April 2020. ** See Footnote

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 13 July 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** - Speed restriction request Puttenden Road
6. **Matters arising**
 - 6.1 **Defibrillators**
 - 6.2 **New Speed Calming Signage** - Installed.
 - 6.3 **Verges on Back Lane** – Garden Waste
 - 6.4 **Grass Cutting at Wightwicks and Common Land at Dunks Green** - Update
 - 6.5 **Broken sign post at Dunks Green** – Update
 - 6.6 **Village Hall** – Update - Refurbishment works –Future reserving for maintenance
 - 6.7 **Climate Change** - Update – Street Scene Meeting 5 October.
 - 6.8 **Wildlife Camera**
 - 6.9 **Shipbourne Farmers Market** – Update
 - 6.10 **Little Mead** - Update
 - 6.11 **Littering** – Fly tipping Puttenden Road. Litter pick Sunday 27th September
 - 6.12 **Web Accessibility** – Upgrade of Parish Website
7. **Reports: County Councillor, Borough Councillor, PCSO**
8. **Communications – Please request items of interest**

JPCTCG – Meeting with Tom Tugendhat 24th September
Kent Police Rural Task Force Report & Newsletter
KCC Electric Vehicle Charging Points Grant
KCC Public Notice Tunbridge Wells Grammar School for Boys
KALC CEO Bulletin - August 2020
KALC - Government consultations on reforming the planning system (*Parish response required*)
CPRE - Planning System shake-up
NALC National Salary Scale 2020/2021
KALC Dynamic Councillor - 1st October 2020 – via Zoom 9.45am
KALC NEWS August 2020 – Online
9. **Chair's Actions and Correspondence**
10. **Finance & Policy**
 - 10.1 **Payment of Accounts** – Accounts will be presented for agreement to pay:

| | |
|--|---------|
| Parish Clerk August Salary, Tax & Expenses | £563.63 |
| ICO Renewal | £40.00 |
 - 10.2 Timesheet Reports – July & August
11. **Planning Matters**
 - 11.1 **Planning Applications**

TM/20/01752/TNCA - T2 Goat Willow - raise to 2.5m over car parking spaces and pavement - Shipbourne County Primary School, Stumble Hill, Shipbourne, Tonbridge, Kent, TN11 9PB. "No objection."

TM/20/01327/LB - Listed Building Application: Structural additions to the front facade and the renewal of the first floor bathroom to maintain the buildings long term fabric and structural integrity - Shipbourne House. Stumble Hill. Shipbourne. Tonbridge. Kent. TN11 9PE. "No objection."

11.2 Article 4 Direction – Update

11.3 Local Plan – Update - Stage 1 Hearing

11.4 T&MBC Development Management - Processes and Procedures

12. To review submission to online Parish Newsletter

13. Urgent Business that occurs and requires attention before the next meeting

14. Date of next meeting – Monday 12 October 2020.

PART 2

12 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.

**The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May next year. They also remove the requirement to hold an annual meeting. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England. The COVID-19/ Coronavirus pandemic and the unprecedented in peacetime Government measures in response to the crisis (e.g. prohibitions on gatherings, social distancing, self-isolation and shielding of those deemed to be the most vulnerable) have meant that the requirement for local authorities to hold public meetings in person with all members present in one place cannot be met. The statutory requirements for meetings are mainly contained in the Local Government Act 1972 ("the 1972 Act") and the Public Bodies (Admission to Meetings) Act 1960 ("the 1960 Act"). In recognition of the problem of holding and attending meetings, and further to the lobbying of NALC and others, the Government included s.78 in the Coronavirus Act 2020. This section gave the Secretary of State the power to make Regulations to make provisions for the holding of meetings. The 2020 Regulations set out those provisions.

Regulation 4 – this provides that where an appointment would otherwise be made or is required to be made at an annual meeting of a local authority, the appointment continues until the next annual meeting of the authority or until such time as that authority may determine (Regulation 4 (2)). This would apply to the election of the chairman, the first business at the annual council meeting. Therefore the current chairman will remain in place until an annual meeting is held (possibly next year) unless the council decide to elect a replacement earlier.