

**SHIPBOURNE PARISH
COUNCIL**
SARAH HUSEYIN
Clerk to the Council

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To: The Members of the Parish Council of Shipbourne - I hereby summon you to attend the **Meeting of the Parish Council** to be held at Shipbourne Village Hall commencing at **7.00 p.m. on Monday 12 July 2021** to transact the undermentioned business. ***Sarah Huseyin, Parish Clerk***

Members of the public are welcome but given the current Covid restrictions please note social distancing measures will be in place for this meeting and numbers may have to be restricted for safety reasons. ***Anyone with covid symptoms should not attend the meeting.***

The business of the Parish Council will be taken in the following order. All matters discussed will include information items as well as:

AGENDA

- 1. Apologies for absence**
- 2. Dispensations and Declarations of Interest**
- 3. To approve as a correct record the Minutes of the Parish Council meeting 14 June 2021**
- 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**
 - 6.1 Grass Cutting at Wightwicks and Common Land at Dunks Green - 2021**
 - 6.2 Broken sign post at Dunks Green – Update**
 - 6.3 Village Hall & Shipbourne Farmers Market – Update**
 - 6.4 Climate Change - SPC Action**
 - 6.5 Little Mead - Update**
 - 6.6 Speed Calming, Litter and Parking - Update**
 - 6.7 Bollards on Dunks Green – Repair**
 - 6.8 Jubilee – Trees/ Jubilee Beacons**
- 7. Reports: County Councillor, Borough Councillor, PCSO**
- 8. Communications – *Please request items of interest***
 - KALC News July 2021
 - KALC CEO Bulletin July 2021
 - Parish Partnership Panel – 2 September 2021
 - KALC T&M Area Meeting – 22 July 2021
 - KALC Award **
 - TMBC – Additional Cardboard/paper banks at recycling sites during suspension of services
 - PCSO – Shed break-ins
 - TMBC - Tonbridge & Malling Neighbourhood Engagement Meeting - Tuesday 20 July
- 9. Finance & Policy**
 - 9.1 Payment of Accounts** – Accounts will be presented for agreement to pay:

Parish Clerk June Salary & Expenses	£498.08
HMRC – Tax & NI Contribution	£8.20
HMRC – VAT Payment – Overpayment reimbursement	£1,148.46
Paulette Furse (Internal Auditor) Reimbursement S Huseyin	£150.00
John Lewis – New Laptop & Software Reimbursement S Huseyin	£479.98
 - 9.2 Timesheet Report – June**
 - 9.3 New Laptop**
 - 9.4 AGAR – Internal Auditor Report**

10 Planning Matters

10.1 Local Plan – Update

Planning Applications

TM/21/01724/TPOC – Martins, Reeds Lane, Shipbourne, Tonbridge, Kent, TN11 9RR. G1 Two large declining Ash - dismantle in sections to near ground level, remove deadwood from adjacent trees where accessible by elevated platform and G2 Group of approx 10 Large Oak - minimal deadwood over the road, these areas will be prioritised, but any other deadwood present will be removed, G3 Group of Hornbeam and mixed trees adjacent to driveway entrance - prune to give clearance to BT lines and G4 Deadwood remaining trees within group between roadside and driveway.

TM/21/01770/TNCA - Shipbourne House, Stumble Hill, Shipbourne, Tonbridge, Kent, TN11 9PE. Works to dismantle and fell a Hawthorn and Rowan tree.

10.2 Planning Decisions – Approved

TM/21/01602/LDP - Lawful Development Certificate Proposed: Demolition of existing garage and replacement with timber clad outbuilding - 3 New Cottages, Upper Green Road, Shipbourne, Tonbridge, Kent, TN11 9PN.

TM/21/01181/LDP - Lawful Development Certificate Proposed: Provision of a new vehicular access and additional hardstanding to provide off-road car parking facilities and the construction of 2no. detached outbuildings to provide a garden shed and a home office - 4 Wightwicks Cottages, Back Lane, Shipbourne, Tonbridge, Kent, TN11 9PR.

TM/21/01290/FL - Erection of single timber frame garage in place of current wooden shed - The Orchard Claygate Lane Shipbourne Tonbridge Kent TN11 9RL

21/01205/FL - Replacement of the conservatory roof, the addition of a log burner flue and the addition of a window to the east side elevation – Rosemead, Upper Green Road, Shipbourne, Tonbridge, Kent, TN11 9PH.

TM/19/00657/FL - Variation of condition 2 (materials) pursuant to planning permission TM/18/01487/FL (Demolition of existing portal framed barn and its replacement with a smaller oak framed garage and change of use of agricultural land to residential garden within the designated curtilage) - Stanley Lodge, Hildenborough Road, Shipbourne, Tonbridge, Kent, TN11 9QB.

TM/18/02451/RD - Details of conditions 4 (site investigation) and 5 (remediation strategy) submitted pursuant to planning permission TM/18/01487/FL (Demolition of existing portal framed barn and its replacement with a smaller oak framed garage and change of use of agricultural land to residential garden within the designated curtilage) - Stanley Lodge, Hildenborough Road, Shipbourne, Tonbridge, Kent, TN11 9QB.

11. **To review submission to online Parish Newsletter**

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

13. **Date of next meeting** – Monday 13 September 2021 – Shipbourne Village Hall

PART 2

14. Exclusion of Public and Press: Pursuant to Section 1(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.

Measures under which all meetings of the Council will be conducted after 7 May 2021 to comply with coronavirus regulations and/or guidance in place at the time. As it is necessary to maintain social distancing to limit the spread of infection the way meetings are conducted will change:

Doors and windows will remain open throughout all meetings to ensure circulation of fresh air. Members of the Public are required to wear face coverings when not speaking at meetings.

Hand sanitiser will be available at entrances.

All attendees must have the NHS Test and Trace app and scan the QR code at the entrance to the building/meeting room if they wish to participate. Contact details will be requested on arrival for those who do not have the app.