

**SHIPBOURNE PARISH  
COUNCIL**

**SARAH HUSEYIN**  
Clerk to the Council

**Gable Cottage, Ismays Road  
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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 13 September 2021** to transact the undermentioned business. **Sarah Huseyin, Parish Clerk**

Members of the public are welcome but given the ongoing Covid situation, we would be grateful if you would continue to observe social distancing measures. **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** - Cllr Bate
2. **Dispensations and Declarations of Interest** - Cllr Sheldrick in relation to Crockwell and 1 Martin Cottages and Springfield Cottages planning applications.
3. **To approve as a correct record the Minutes of the Parish Council meeting 12 July 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 - Highways Improvement Plan**
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
  - 6.9 **Defib battery** – Rifleman request & New pads at village Hall
7. **Reports: County Councillor, Borough Councillor, PCSO**
8. **Communications – Please request items of interest \* Circulated**
  - KALC News September 2021\*
  - KALC CEO Bulletin September 2021\*
  - Boundary Review \*
  - Tonbridge & Malling Community Safety Partnership newsletter Summer 2021
  - Inside Track – KCC information on national, regional and local sources of funding
  - Summer edition of the Kent PCC's Newsletter - Rural affairs under the spotlight
  - Introduction email from Claire Venner - new Schemes Planning & Delivery Project Manager for Tonbridge and Malling – request for Highways Improvement Plan \*
  - KCC Household Waste Recycling Centres Booking System – Consultation – Deadline 30<sup>th</sup> September \*
  - KALC - Gatwick Airport's Northern Runway Project. Consultation – ends 1<sup>st</sup> December 2021
  - Citizens Advice in North & West Kent Big Energy Saving Network Project - Offer energy advice sessions to local community groups
  - KCC Vision Zero Road Safety Strategy launch - September 15<sup>th</sup> \*
  - Kent County Council regarding the SBS Men's Shed Conference on 8 October.
  - Kent Plan Bee August 2021 Newsletter.
  - Tonbridge & Malling Neighbourhood Engagement Meeting 22 September\*
9. **Chairs Action and Correspondence**

## 10. Finance & Policy

<b>10.1 Payment of Accounts</b> – Accounts will be presented for agreement to pay:	
Parish Clerk August & September Salary & Expenses	£495.55
HMRC – Tax & NI Contribution	£8.20
Data Protection Fee	£40.00

**10.2** Timesheet Report – July & August

## 11 Planning Matters

**10.1 Local Plan** –Borough Green Gardens Parish Engagement meeting – 4 October

### 10.2 Planning Applications

**TM/21/01890/FL** - 8 Back Lane, Shipbourne, Tonbridge, Kent, TN11 9PS. Single storey side and rear extension. "Objection, impact on street scene."

**TM/21/01935/TNCA** - Shipbourne County Primary School, Stumble Hill, Shipbourne, Tonbridge, Kent, TN11 9PB. G1 Red Chestnut Trees - raise the canopy and remove dead branch to the North side (two red chestnut trees in the playground) and T1 Willow Tree - pollard the tree to approx 2m in height leave a good shape/structure for future growth. "No objection."

**TM/21/01956/LDP** - Avenue Cottage, Shipbourne Road, Tonbridge, Kent, TN11 9NU. Lawful Development Certificate Proposed: Construction of new pool house outbuilding and new garden store outbuilding. "No comment"

**TM/21/02072/TNCA** - Bear Manor Oast, Upper Green Road, Shipbourne, Tonbridge, Kent, TN11 9PL. Works to fell a dying Walnut tree. " No objection."

**TM/21/02120/TNCA** - The Coach House, Upper Green Road, Shipbourne, Tonbridge, Kent TN11 9PL. Reduce Conifer T1 by 50% and remove Conifer T2Shipbourne. "No objection."

**TM/21/01919/FL** Crockwell And 1 Martin Cottages, Back Lane, Shipbourne, Tonbridge, Kent, TN11 9PP. Demolition of existing single storey rear additions to be replaced with larger single storey rear extensions to 2 No. cottages.

**TM/21/01920/FL** - 1 Springfield Cottages, Reeds Lane, Shipbourne, Tonbridge, Kent, TN11 9RR. Demolition of existing garage and replacement with double garage and home office.

**TM/21/01933/FL** - The Chaser, Stumble Hill, Shipbourne, Tonbridge, Kent, TN11 9PE. Erection of single storey aluminium framed marquee with paved surround and external light fittings adjacent to listed building.

**Silverhill Plantation**, Dunks Green, TN119SD – Awaiting application

### 11.2 Planning Decisions – Approved

**TM/21/01956/LDP** - Lawful Development Certificate Proposed: Construction of new pool house outbuilding and new garden store outbuilding - Avenue Cottage, Shipbourne Road, Tonbridge, Kent, TN11 9NU. (Certifies).

**TM/21/02072/TNCA** - Works to fell a dying Walnut tree - Bear Manor Oast, Upper Green Road, Shipbourne, Tonbridge, Kent, TN11 9PL.

**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/21/01724/TPOC** - 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 – Martins, Reeds Lane, Shipbourne, Tonbridge, Kent TN11 9RR.

**TM/21/01935/TNCA** - G1 Red Chestnut Trees - raise the canopy and remove dead branch to the North side (two red chestnut trees in the playground) and T1 Willow Tree - pollard the tree to approx 2m in height leave a good shape/structure for future growth - Shipbourne County Primary School, Stumble Hill, Shipbourne, Tonbridge, Kent, TN11 9PB.

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

**TM/21/01473/FL** - Demolition of existing dwelling (retention of oast roundel) and replacement with a pair of semidetached cottages with associated new parking/garages and conversion of oast roundel and former stores into home offices as an alternative form of development to

replacement detached four bedroom house allowed under TM/18/02518/FL - Martins Oast, Back Lane, Shipbourne, Tonbridge, Kent TN11 9PP.

**TM/21/01278/FL** - Construction of a relocated parking area in the lower section of Mount Field to the east of the Walled Garden and the existing parking area; removal of the temporary visitor reception building and the erection of a replacement visitor reception and shop building, 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.

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 11 October 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.