

**SHIPBOURNE PARISH  
COUNCIL**

**SARAH HUSEYIN**  
Clerk to the Council

**Gable Cottage, Ismays Road  
IGHTHAM, TN15 9BE**

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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 11 October 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**
- 3. To approve as a correct record the Minutes of the Parish Council meeting 13 September 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**
  - 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 Resurfacing path to the Church**
  - 6.10 Damage to trees at the Fairlawne Estate**
  - 6.11 Local Government Boundary Commission for England – Our response**
  - 6.12 Remembrance Sunday**
- 7. Reports: County Councillor, Borough Councillor, PCSO**
- 8. Communications – *Please request items of interest* \* Circulated**

KALC News \*

  - KALC CEO Bulletin 2021\*
  - Kent's Plan Bee September 2021 Newsletter
  - Minutes for Audit Committee, Monday, 27th September, 2021
  - TMBC Reconnect Locality Grant - Applications Open
  - Kent PCC's Special edition Newsletter - Police and Crime Plan Survey <https://www.smartsurvey.co.uk/s/PCC2021/>
  - Notice of KALC AGM on Saturday 13 November 2021\*
  - Waste Collections - weekly update briefings
  - KALC T & M Area Committee Meeting Thursday 21<sup>st</sup> October at 7:30pm (via Zoom)\*
  - Covid -19 Grant Fund - Round 4
  - Kent Classic Road Cyclo Sportive on Saturday, 23rd October 2021\* .
  - KCC Second round of consultation for Active Travel schemes
  - Tonbridge & Malling Community Safety Partnership newsletter Autumn 2021

A Guide to taking part in The Queen's Platinum Jubilee Beacons - 2 June 2022  
 Tonbridge & Malling Ramblers - November walk dates for local publication  
**Local Government Boundary Commission for England - draft recommendations for new wards, ward boundaries, and wards names for Tonbridge and Malling Borough Council – Consultation Deadline 13 December 2021\***.  
 Tonbridge and Malling Borough Council consultation called 'What matters to you?'  
<https://www.tmbc.gov.uk/policy/matters-consultation>

## 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 September Salary & Expenses	£478.36
HMRC – Tax & NI Contribution	£8.20
JCH Austin – Defib battery at the Kentish Rifleman	£276.00
Wel Medical – Pads for defibrillator Village Hall	£93.54
<b>Invoice</b>	
Plaxtol Parish Council – 50% share of defib battery Kentish Rifleman	£138.00

**10.2** Timesheet Report – September

### 11. Planning Matters

#### 11.1 Local Plan -Update

#### 11.2 Planning Applications

**TM/21/02361/FL** - Cyder Cottage, Reeds Lane, Shipbourne, Tonbridge, Kent ,TN11 9RR.

New window to front elevation in location of previously infilled window.

**TM/21/02366/FL** - Silver Hill Plantation, Long Mill Lane, Dunks Green, Tonbridge, Kent TN11 9SD. Two storey side extensions to East and West elevation and associated alterations.

**TM/21/02367/FL** - Silver Hill Plantation, Long Mill Lane, Dunks Green, Tonbridge Kent TN11 9SD. Alterations, extension and conversion of detached garage to create a residential annexe.

**TM/21/01921/FL** - Land Rear Of 3 Silverhill Cottages Dunks Green Road Shipbourne Tonbridge, Kent. Retrospective application for the retention of a mobile structure.

**TM/21/02147/FL** - 20 Upper Green Lane, Shipbourne, Tonbridge, Kent, TN11 9PW.

Demolition of single storey rear extension and construction of two storey rear extension.

**TM/21/02243/TNCA** - 1 Grange Cottages, Upper Green Road, Shipbourne, Tonbridge, Kent TN11 9PJ. T1 Acer reduce by 2.5m in height, T2 Ornamental Pear - reduce by 1m all round/formative prune, T3 Chinese Thorn - Fell to ground level T4 Whitebeam - reduce by 2m in height and reshape/previously pollarded and T5 Honey Locust - reduce by 2m in height and 1m in width T6 Plum- Fell to ground level. "No objection"

#### 11.3 Planning Decisions – Approved

**TM/21/02243/TNCA** - 1 Grange Cottages, Upper Green Road, Shipbourne, Tonbridge, Kent, TN11 9PJ.T1 Acer reduce by 2.5m in height, T2 Ornamental Pear - reduce by 1m all round/formative prune, T3 Chinese Thorn - Fell to ground level T4 Whitebeam - reduce by 2m in height and reshape/previously pollarded and T5 Honey Locust - reduce by 2m in height and 1m in width T6 Plum- Fell to ground level.

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

#### Withdrawn

**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.

**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 8 November 2021 – Shipbourne Village Hall

## PART 2

**15.** 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.