

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 the **Meeting of the Parish Council** to be held at Shipbourne Village Hall commencing at **7.00 p.m. on Monday 7 March 2022** 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:

#### AGENDA

1. **Apologies for absence** - Cllr Bate and Cllr Oram
2. **Dispensations and Declarations of Interest**
3. **To approve as a correct record the Minutes of the Parish Council meeting 7 February January 2022**
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 (HIP) – Update.** Logs on Hildenborough Road.
6. **Matters arising**
  - 6.1 **Grass Cutting at Wightwicks and Common Land at Dunks Green 2022**
  - 6.2 **Broken sign post at Dunks Green – Update**
  - 6.3 **Village Hall & Shipbourne Farmers Market – FCC Funding**
  - 6.4 **Climate Change - SPC Action**
  - 6.5 **Little Mead - Update**
  - 6.6 **Jubilee – Trees/ Jubilee Beacons/ Street Parties**
  - 6.7 **Resurfacing path to the Church - Update**
  - 6.8 **Street Lighting on Upper Green Lane – Update**
  - 6.9 **Green Lanes**
  - 6.10 **Dunks Green Parking Area - Resurfacing request**
7. **Reports: County Councillor, Borough Councillor,**
8. **Update from KALC T&M Area meeting**
9. **Communications – *Please request items of interest* \* Circulated**
  - Waste Collections - weekly update briefings
  - Tunbridge Wells Local Plan Examination
  - New Senior Development Obligations Officer for TMBC - Chelsea Honey-Bradfield.
  - An opportunity to end the use of green lanes by recreational motor vehicles in Kent Downs Area of Outstanding Natural Beauty\*
  - Councils crack down on fly tippers
  - <https://www.tmbc.gov.uk/news/article/45/councils-crack-down-on-fly-tippers>
  - PTAB Agenda – 1<sup>st</sup> March\*
  - TMBC Housing Strategy Consultation – Deadline 13 April\*
  - Final recommendations published for Tonbridge & Malling Borough Council\*
10. **Chairs Action and Correspondence**
11. **Finance & Policy**
  - 11.1 **Payment of Accounts** – Accounts will be presented for agreement to pay:

Parish Clerk February Salary & Expenses	£491.60
HMRC – Clerks Tax & NI Contribution	£8.20
Tree Services Ltd – Removal of Ash Trees	£504.00
KALC – Training AGAR Workshop	£60.00
  - 11.2 **Review of Policy Documents**
  - 11.3 **Timesheet Report – February**

## 12. Planning Matters

### 12.1 Local Plan – Update

#### 12.2 Planning Applications

**TM/22/00250/FL & TM/22/00251/LB** - Great Budds House, Mote Road, Shipbourne, Tonbridge, Kent TN11 9QD. Conversion of Oast house to holiday let accommodation including forming new internal partitions to separate the existing spaces, new rooflights and door canopy. Conversion of Stables to Holiday Let accommodation including insulating the existing walls, floor and roof, alterations/forming of new window and door openings and forming new internal partitions to separate the existing spaces.

**TM/22/00256/FL & TM/22/00257/LB** - Great Budds House, Mote Road, Shipbourne, Tonbridge, Kent TN11 9QD. Creation of new ensuite and dressing room with new opening from bedroom. New ensuite at second floor and formation of new pitched roof with concealed flat roof and roof lantern over existing breakfast room and utility.

**TM/22/00292/FL** - Copse Cottage, Upper Green Road, Shipbourne, Tonbridge, Kent TN11 9PH. Alterations to roofs of garage and existing extension.

#### 12.3 Planning Decisions

##### Certifies

**TM21/03226/LDP** - Lawful Development Certificate Proposed: Construction of a detached outbuilding to provide a garage, garden store shed and home office - 1 Springfield Cottages Reeds Lane Shipbourne Tonbridge Kent TN11 9RR

##### Approved

**TM21/03218/FL** - Proposed single storey rear extension - Hookwood Farm, Puttenden Road, Shipbourne, Tonbridge, Kent, TN11 9QY.

**TM21/02361/FL** - New window to front elevation in location of previously infilled window - Cyder Cottage, Reeds Lane, Shipbourne, Tonbridge, Kent, TN11 9RR.

**TM21/01919/FL** - Demolition of existing single storey rear additions to be replaced with larger single storey rear extensions to 2 No. cottages - Crockwell And 1 Martin Cottages, Back Lane, Shipbourne, Tonbridge, Kent, TN11 9PP.

##### Refused

**TM21/03124/FL** - Proposed exercise swimming pool with associated plant - Hookwood Farm Puttenden Road, Shipbourne, Tonbridge, Kent, TN11 9QY.

##### Withdrawn

**TM21/03191/FL** - Conversion of gamekeepers storage barn used to store pheasant shoot apparatus and equipment into four dwellinghouses with associated works to provide access and parking facilities – Ambleside, Reeds Lane, Shipbourne, Tonbridge, Kent, TN11 9RR.

### 12.4 – Clarion Houses – Upper Green Lane.

13. To review submission to Parish Newsletter

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

15. Date of next meeting – Monday 11 April 2022 – Shipbourne Village Hall tbc

## 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.

Signed

*SR Hüseyn*