

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 9 January 2023** to transact the undermentioned business. **Sarah Huseyin, Parish Clerk**

## AGENDA

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 19 December 2022**
4. **Reports: County Councillor & Borough Councillor**
5. **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
6. **Highways & Footpaths - Highways Improvement Plan (HIP)** –Erosion of verges on Back Lane.
7. **Matters arising**
  - 7.1. **Grass Cutting at Wightwicks and Common Land at Dunks Green 2023** - Clerk to send schedule for 2023 to Geoff Taylor
  - 7.2. **Broken sign post at Dunks Green** – Update from Cllr Sheldrick
  - 7.3. **Village Hall & Shipbourne Farmers Market** – Update on legal advice for the proposal to dissolve the Trust Deed for the Village Hall.
  - 7.4. **Little Mead** - Nothing to report
  - 7.5. **Footpath MR392** – Update
  - 7.6. **Buses – Community Transport Grant.** Update from Mike Taylor
  - 7.7. **Kings Coronation 6-8<sup>th</sup> May 2023** – Arrangements for Church service and any additional celebrations
  - 7.8. **Website Upgrade** – Improve communication with Parishioners and dedicated Climate Change page/blog.
8. **Communications – Please request items of interest \* Circulated**

KALC News November\*

Bus Fare Cap Grant - £2 Fare Cap Scheme - all local bus services across Kent and East Sussex will offer a maximum fare of just £2 for any single journey between 1 January and 31 March 2023

The Kent Classic Road Cyclo Sportive - Sunday, 29th October 2023

KALC - Civility and Respect Project- Take the Pledge

KALC Community Awards Scheme 2023 – Nominations

Elections Bulletin Issue 1\*

KALC Winter Training Program
9. **Chairs Action and Correspondence**
10. **Finance & Policy**
  - 10.1. **Payment of Accounts** – Accounts will be presented for agreement to pay:

Parish Clerk Salary & Expenses	£536.67
HMRC – Clerks Tax & NI Contribution	£24.00
  - 10.2 Timesheet Report – December
  - 10.3 Draft budget proposal – Agree and sign off
  - 10.4 Precept 2023 – Agree precept request - 20 January 2023
  - 10.5 New Internal Auditor – advertise for new auditor

**11. Planning Matters**

- 11.1 **Planning Applications** - *None received or decided since last meeting*
- 12. **To review submission to Parish February Newsletter**
- 13. **Urgent Business that occurs and requires attention before the next meeting**
- 14. **Date of next meeting** – Monday 6<sup>th</sup> February 2023 – Shipbourne Village Hall at 7.00pm  
**The meeting will be preceded by a presentation on the Shipbourne Climate Change Strategy and Action Plan which was adopted at the meeting of the Parish Council in October 2023**

**PART 2**

15. 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.

Signed: *SR Hüseyin*