

SHIPBOURNE PARISH
COUNCIL

SARAH HUSEYIN
Clerk to the Council

Gable Cottage, Ismays Road
IGHTHAM, TN15 9BE

Telephone: 01732 886402
email: shipbourneparishcouncil@gmail.com

Minutes of the Meeting of the Parish Council held at Shipbourne Village Hall at 7.00 p.m. on Monday 9 January 2023

Present: Nick Tyler (Chair), Cllr Bate, Cllr Dagger, Cllr Leach, Cllr Oram, County Cllr Rayner and Borough Cllr Palmer and The Parish Clerk.

1. **Apologies for absence** - Cllr Redman, Cllr Sheldrick, Borough Cllr Taylor & Borough Cllr Shaw.
2. **Dispensations and Declarations of Interest** - None
3. **Reports: County Councillor & Borough Councillor** - Cllr Rayner reported that there were significant changes afoot for multi use buildings such as libraries.
There are ongoing discussions between the Parish Alliance and bus operators to try and maintain some level of service once the bus reductions are implemented. The current plan is to use school buses that are available during the day to provide 1-2 services a week and Parishes are exploring the cost of doing this with NuVenture. There was a cut of £2.2m for subsidised bus services in 2022 and it is likely that there will be a further £2million cut this year. A complete cessation of bus support is likely in the future. Cllr Rayner has asked KCC whether the Community Transport Grant can be used by bus companies to offer a service utilising school buses. The No 58 will cease completely in February, this serves Maidstone Hospital. The 222 and 221 will lose all daytime services by July at the latest. The 222 is of most interest to Shipbourne although it is not thought that significant numbers are using it regularly. The Clerk asked whether the Travel Saver bus passes would continue in September and Cllr Rayner said that he would find out from KCC. It was noted that the OAP pass is paid for by the Government.
Cllr Palmer said that Platt Parish Council had investigated covering the cost of subsidised bus passes for school children should they increase or be withdrawn but it was price prohibitive.
Cllr Rayner and Cllr Palmer left the meeting at 7.25pm.
4. **To approve as a correct record the Minutes of the Parish Council meeting 19 December 2022** - The minutes were approved with 1 typo, corrected in manuscript and signed by Cllr Tyler.
5. **Public Open Session** - No members of the public were present.
6. **Highways & Footpaths - Highways Improvement Plan (HIP)** – Nothing to report. A member of the public has reported the erosion of verges on Back Lane and the Clerk was asked to report it to the Fairlawne Estate. The Clerk said that she would ask Kent Highways to add Upper Green Road to the gritting schedule. A short discussion about whether the Parish should purchase an extra salt bin on Upper Green Road and it was agreed that we would not. Pothole outside the Cricket Ground on A227, Clerk to report.
Clerk to write to owners of the house on Puttenden Road with hoardings as the sightlines are obscured.
7. **Matters arising**
 - 7.1. **Grass Cutting at Wightwicks and Common Land at Dunks Green 2023 - Agreed that the** Clerk to send schedule for 2023 to Geoff Taylor. It was agreed that we should see what locals want as regards the hedge at Dunks Green and request 2 cuts with a third if necessary, at Dunks Green and Wightwicks with arisings taken at the first cut and left in September.
 - 7.2. **Broken sign post at Dunks Green** – Nothing to report.
 - 7.3. **Village Hall & Shipbourne Farmers Market** – Update on legal advice for the proposal to dissolve the Trust Deed for the Village Hall – Gullands and Brachers have been approached for a fee proposal and we are waiting to hear back. There is an opportunity for a Jubilee grant but it will only be available for Charitable Trusts – it will cover 20% costs. The windows, insulation and kitchen currently need replacing and the Clerk will look at planning requirements. The Farmers Market has been closed and will reopen on 19th January.

Signed.....Dated.....

- 7.4. **Little Mead** - The Clerk has written to the owners for an update on planting and the access.
- 7.5. **Footpath MR392** – Update – The Clerk has written to the Fairlawne Estate and PROW about the condition of the path and stiles. Cllr Bate thought that the standards for the designated Greensand Way were higher than regular footpaths.
- 7.6. **Buses – Community Transport Grant.** An update has been circulated from Mike Taylor about the Parish Alliance investigating some replacement services using the Community Transport Grant.
- 7.7. **Kings Coronation 6-8th May 2023** – The Clerk circulated the arrangements for Church service over the coronation weekend. There are no other events planned and it was noted that the Local Elections would be held on 4th May.
- 7.8. **Website Upgrade** – To improve communication with Parishioners and dedicated Climate Change page/blog. It was agreed that we should start to investigate an upgrade to the website. Cllr Oram has a contact and will send the Clerk details. The Clerk said that the Church also uses the website and we should contact them to find out what their requirements are.
8. **Communications** – *Circulated in advance of the meeting.
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 – It was agreed that Shipbourne Parish Council should take the pledge and The Clerk will sign up.
KALC Community Awards Scheme 2023 – Nominations – A suggestion was made and agreed and The Clerk will put forward the candidate.
Elections Bulletin Issue 1*
KALC Winter Training Program
9. **Chairs Action and Correspondence** - None
10. **Finance & Policy**
- 10.1. **Payment of Accounts** – Accounts were presented for agreement to pay:
- | | | |
|--------------|--------------------------------|---------|
| Parish Clerk | Salary & Expenses | £536.67 |
| HMRC | – Clerks Tax & NI Contribution | £24.00 |
- 10.2. Timesheet Report December - circulated.
- 10.3. **Draft budget proposal** – The draft budget was agreed, and it was suggested that our running costs should be more in line with our budget. We need to consider that if the village hall reverts to the Parish Council, we will need to make an allowance for legal costs and ongoing maintenance.
- 10.4. **Precept 2023** – Agree precept request - It was suggested that we would make an increase of 12% on last year's budget which will amount to £14,140. This will represent an increase of £5.46 per year per Band D property. This was agreed.
- 10.5. **New Internal Auditor** – The Clerk reported that we need a new internal auditor. Cllr Oram suggested a contact and will find out whether she would be interested.
11. **Planning Matters**
- 11.1 **Planning Applications** - *None received or decided since last meeting*
- 11.2 **Local Plan** – Cllr Bate reported that the Tunbridge Wells Plan was ongoing following a response by Tunbridge Wells Parish Council to queries raised by the Inspector.
12. **To review submission to Parish February Newsletter** - Agreed
13. **Urgent Business that occurs and requires attention before the next meeting** - It was reported that invitations had been sent to all parishioners about the Climate Change presentation at the beginning of our February meeting. Cllr Leach has produced some posters to go on noticeboards. Cllr Oram reported that there was a food bank at the church. Food can be donated or taken from a cupboard at the church.
14. **Date of next meeting** – Monday 6th 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 2022.

The meeting closed at 9.05pm

Signed.....Dated.....