

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 a Meeting of the Parish Council to be held at 7.00 p.m. on Monday 6 February 2023 to transact the undermentioned business. *Sarah Huseyin, Parish Clerk*

***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***

1. **Apologies for absence** - Nick Tyler (Cllr Redman will Chair the meeting)
2. **Dispensations and Declarations of Interest** - None
3. **Reports: County Councillor & Borough Councillor**
4. **To approve as a correct record the Minutes of the Parish Council meeting on 9 January 2023**
5. **Public Open Session**
6. **Highways & Footpaths - Highways Improvement Plan (HIP) – Update – Nothing to report**
7. **Matters arising**
  - 7.1. **Grass Cutting at Wightwicks and Common Land at Dunks Green 2023** - Update
  - 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. Jubilee grant application update. Broken radiators.
  - 7.4. **Little Mead** - Update
  - 7.5. **Footpath MR392** – Update
  - 7.6. **Buses – Community Transport Grant** – Replacement services for 58 and 70
  - 7.7. **Local Elections 4 May 2023** – Canvassing new candidates
  - 7.8. **Website Upgrade** – Update
  - 7.9. **Roux Dinner**
  - 7.10. **T&MBC Corporate Strategy**
  - 7.11. **Bollards opposite the Rifleman** - Repairs
8. **Communications** – \*Circulated in advance of the meeting.  
KALC News \*  
KALC Becoming a Councillor – Information  
KALC Becoming a Local Councillor - Encouraging your Community to Join in Home to School and Post-16 Transport for Mainstream and SEND Pupils - Public Consultation  
TMBC - Voter ID requirements for the elections  
KCC - Public consultation on its Community Services 17 January to 26 March 2023.
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	£558.58
HMRC	Clerks Tax & NI Contribution	£24.00
Open Spaces Society	Subscription	£45.00
  - 10.2. **Timesheet Report January** - circulated.
  - 10.3. **New Internal Auditor** – Update
11. **Planning Matters**
  - 11.1 **Planning Applications** -

**TM/23/00073/FL** - Barn West Of Ambleside, Reeds Lane, Shipbourne, Tonbridge, Kent.  
Conversion of gamekeepers storage barn used to store pheasant shoot apparatus and equipment into five dwellings with associated external works and parking facilities.

**TM/22/02731/FL** - Stumble Hill Cottage, Stumble Hill, Shipbourne, Tonbridge, Kent, TN11 9PB  
New replacement garage in same position due to existing garages structural failings. “No objection.”

**11.2 Planning Applications Approved –**

**22/02683/FL** - 1 Martins Cottages And Crockwell, Back Lane, Shipbourne, Tonbridge, Kent, TN11 9PP. Change of use of land from agricultural to residential curtilage, demolition of an existing garage and construction of a new detached double garage with a new access track to side to provide access and parking to serve existing cottages together with associated landscaping (revised proposals to those permitted under application TM/17/00703/FL).

**22/02619/RD** - Ambleside Reeds Lane Shipbourne Tonbridge Kent TN11 9RR. Details of condition 3 (Landscaping and boundary treatment),5 (Electric vehicle charger) ,6 (Refuse screening) and 7 (External lighting) submitted pursuant to planning permission TM/22/01264/FL (Demolition of conservatory and construction of single storey extension to rear).

**22/02492/FL** – Ambleside, Reeds Lane, Shipbourne, Tonbridge, Kent TN11 9RR. Variation of condition 2 (Approved Plans) pursuant to planning application TM/22/01264/FL (Demolition of existing bungalow and replace with new dwelling).

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 13<sup>th</sup> March 2023 – Shipbourne Village Hall at 7.00pm**