

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 a **Meeting of the Parish Council** to be held at **7.00 p.m. on Monday 9 October 2023** to transact the undermentioned business. **Sarah Huseyin, Parish Clerk**

Meeting preceded by Clerk appraisal at 6.30pm - Cllr Redman & Cllr Sheldrick

1. **Apologies for absence**
2. **Dispensations and Declarations of Interest**
3. **Councillor Vacancy**
4. **To approve as a correct record Minutes of the Parish Council meeting on 11 September 2023**
5. **Public Open Session**
6. **Highways & Footpaths - Highways Improvement Plan (HIP) – Request for priority signage on Puttenden Road. Request for Quiet Lanes on Hildenborough Road. Speedwatch.**
7. **Matters arising**
 - 7.1. **Grass Cutting at Wightwicks and Common Land at Dunks Green 2023** - Update
 - 7.2. **Removal of Telecoms box** - Dunks Green
 - 7.3. **Village Hall** - Update on Charity Commission and status of Trust. Agreement to update Shipbourne Village Hall bank mandate
 - 7.4. **Shipbourne Farmers Market** - Cllr Rayner members Grant Funding Application for "Marquees for £1000 - Approval of the application.
 - 7.5. **Website Upgrade** - Update
 - 7.6. **Climate Change Group** – Meeting with Alex Templeton SENE and Carrie Spencer, Climate Change Officer TMBC to publicise PV panels – 15th November via zoom
 - 7.7. **Footpaths** - Update
8. **Communications** – *Circulated in advance of the meeting.
 - KALC News October 2023*
 - PPP - 2/11/23, 8/2/24, 30/5/24
 - KALC Training & Events*
 - KALC Chairmanship Conference – 17th October – East Malling 9.30am-2.45pm
 - TMBC - Biodiversity Net Gain
 - TMBC Agenda for General Purposes Committee, Wednesday, 11th October
 - NHW – October Newsletter
9. **Chairs Action and Correspondence**
10. **Finance & Policy**
 - 10.1. **Payment of Accounts** – Accounts were presented for agreement to pay:

Parish Clerk Salary & Allowance (Standing Order) October	£478.32
HMRC – Clerks Tax & NI Contribution	£34.00
Clerks Expenses	£15.05
 - 11.2 Timesheet Report September
12. **Planning Matters**
 - 12.1 **Planning Applications**
TM/23/01949/FL - Paddock And Stables, Hamptons Road, Shipbourne, Tonbridge, Kent, Removal of existing stables, hay store and concrete hardstanding and erection of a single storey 3x bed dwelling with associated works.
 - 12.2 **Planning Applications Approved**
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/23/01537/LB - 1-3 Church Gate Cottages, Stumble Hill, Shipbourne, Tonbridge, Kent, TN11 9PF. Listed Building Application: Replace existing clay roof tiles with new clay roof tiles on

3 x No. cottages (1, 2 and 3), incorporating new insulation behind. Overhaul existing single glazed Crittall windows to ground floor, and existing timber single glazed windows to first floor. External repairs and redecoration.

TM/23/01560/FL – Ambleside, Reeds Lane, Shipbourne, Tonbridge, Kent, TN11 9RR..Section 73 application to vary condition 2 (Plans listed) TM/23/00839/FL New detached house and garage with new driveway access to replace bungalow previously approved under ref TM/22/02492/FL to update the external materials and therefore replace the listed drawings -

TM/23/01579/FL - - Ash Tree Cottage, School Lane, Shipbourne, Tonbridge, Kent TN11 9RT. New single storey extension is proposed to improve accessibility and internal circulation for a physically impaired resident.

TM/23/01692/TNCA - Meadow Place, Upper Green Road, Shipbourne, Tonbridge, Kent TN11 9PG. T1 and T2 (Applicants Reference) 2x Ash trees- Fell- Signs of ADB and T3 (applicants reference) Horse Chestnut tree- Fell- Sooty bark.

12.3 Planning Applications Refused

13. **To review submission to Parish November Newsletter**
14. **Urgent Business that occurs and requires attention before the next meeting**
15. **Date of next meeting** – Monday 13th November 2023

Signed: *S R Huseyin*

Parish Clerk & Responsible Finance Officer