

SHIPBOURNE PARISH
COUNCIL

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Minutes of the Meeting of the Parish Council held at Shipbourne Village Hall at 7.00 p.m. on Monday 14 June 2021

Present: Cllr Redman (Vice Chairman), Cllr Bate, Cllr Dagger, Cllr Leach, Cllr Sheldrick and The Parish Clerk, County Cllr Rayner and Borough Cllr Taylor, Bernadette Gillow on behalf of Ightham Mote and 1 member of the public.

Cllr Redman Chaired the meeting.

1. **Apologies for absence** - Cllr Tyler, Borough Cllrs Palmer and Shaw
2. **Dispensations and Declarations of Interest** - Cllr Sheldrick declared an interest in Martins Oast
3. **The Minutes of the Parish Council meeting on 4 May 2021** were approved with a couple of amendments. The Clerk will make the amendments and pass for signing at the next meeting.
4. **Public Open Session** - Bernadette Gillow spoke on behalf of Ightham Mote to outline the revised plans for a parking area and reinstatement of the walled garden. Following comments from neighbours, plans have been adapted and the scale of the parking area reduced. Historic England and AONB have been involved in the plans and are supportive. The new booking systems will control visitor numbers and Bernadette said that they are not looking to increase visitor numbers. 45 new spaces will be created to increase capacity to 294. Annual visitors are around 165,000 and they anticipate only a small increase in numbers which will have no impact on local traffic.

A member of public attended on behalf of a number of residents in Ivy Hatch to raise a number of concerns about the application including: lack of discussion with the local community, the impact on the AONB, an increase in local traffic, referencing possibly increase to 198,000 visitors. The member of public did not think that there were very special circumstances to justify the development and said that the new visitor centre and shop in the walled garden was at odds with the restoration of the walled garden. She urged the Parish Council to reject the application; the last application had 264 hand-written letters of objection and 888 signatures on a petition. A point was raised about a previous statement by Kent Highways that visitor numbers should be limited to 100,000. Bernadette responded by saying that this number was never part of any agreement and that the numbers had fluctuated in the last few years. Cllr Rayner confirmed that Kent Highways are not empowered to enter into agreement with any entity to limit the amount of traffic. Cllr Redman thanked everyone for their comments.

5. **Highways & Footpaths** - The Clerk reported that the yellow lines and roundels had now been refreshed.
6. **Matters arising**
 - 6.1 **Grass Cutting at Wightwicks and Common Land at Dunks Green – 2021** – A quote has been submitted by Geoff Taylor with a small increase and an additional £85 plus VAT for removing the clippings. There will be 6 cuts at Dunks Green and 2 main cuts at Wightwicks. This was agreed and the Clerk was asked to circulate the schedule.
 - 6.2 **Broken sign post at Dunks Green** – No update, the Clerk has contacted the contractor but hasn't yet received a response.
 - 6.3 **Village Hall & Shipbourne Farmers Market** – Update. Bookings are now increasing at the village hall. The Farmers Market is now back at the church but numbers aren't as buoyant as pre covid. Online numbers have also dropped.
 - 6.4 **Climate Change** - SPC Action – Cllr Bate and the Parish Clerk had a meeting to discuss the carbon footprint of the Parish Council and Cllr Bate put together a spreadsheet of an inventory. The Clerk has completed her section and the sheet has been circulated for Councillors to complete their sections. The Clerk will work out the calculations as there are many conversions available and she can use the same calculations to be consistent. We should also ask our Geoff and Curtis to complete for grass cutting and village hall activities.

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

6.5 Little Mead - Update - The Clerk reported that we had had a meeting with the owners and Geoff Taylor to discuss and agree the landscaping and fencing and we have since been sent suggestions for signage to the house. Some of the work will be carried out in the autumn.

6.6 Speed Calming, Litter and Parking - Update. The police are continuing speed checks from Lady Vane. The litter situation has improved and thanks was given to the residents and D of E volunteers who have done a great job of keeping the area litter free. Parking continues to be bad on Upper Green Road. It was noted that parking cones had been put along the road near St Julians and that Traffic Officers were patrolling. The Clerk was asked to contact the PCSO and The Clerk at Sevenoaks to see how the arrangements came about.

6.7 Bollards on Dunks Green – Repairs – Cllr Sheldrick looked at the broken bollards with Geoff Taylor and suggested that if they were to be replaced, they should be with rustic bollards. He suggested that other Councillors had a look so that a decision could be made at the next meeting.

7. Reports: County Councillor – Cllr Rayner reported that certain meetings at County Hall had resumed. Cllr Rayner reported that the booking service for household waste may be continued and asked whether we had a view? The service may be upgraded so that you can book on the day. It avoids queuing but Cllr Rayner said that he would prefer it to revert to the pre-covid situation, decisions should not be based on improving convenience for the management. Cllr Rayner said that a big deficit was looming for KCC budgets if more money isn't forthcoming from central Government.

Borough Councillor Taylor asked whether we wanted him to call in the Ightham Mote application? Cllr Taylor reported on the Boundary Review and the proposal that Borough Green and Long Mill becomes a 2-member ward and Shipbourne and Plaxtol are joined together with Hadlow, East Peckham and Mereworth to be called Bourne. The purpose is to reduce the number of Councillors to 43. Cllr Taylor reported that Urbaser are refusing to run the bulky waste service as they are contracted to run. In a discussion following, Shipbourne Parish Council would support retention of this service or an alternative.

On the Local Plan, TMBC are awaiting the final report from the Inspectors. Cllr Taylor reported that TMBC plan to prepare another plan within 2 years. In the meantime, we have insufficient land supply which puts green belt and AONB land under threat.

Cllrs Rayner and Taylor left the meeting at 7.47pm.

8. Communications – *circulated prior to the meeting*

KALC News June 202
KALC CEO Bulletin June 2020
Area 2 Planning Committee – 30 June 2021 - cancelled
Parish Partnership Panel – 2 September 2021
KALC – 15 or 22 July 2021
LGBCE Boundary Review
NHS 111 First Communications - Council support
TMBC Letter S106 Agreements/Planning Obligations
KALC – Fly tipping Report
Email from Cllr Taylor regarding Bulky Waste Collection Proposal
KALC Award Presentation - Defer decision until the next meeting

9. Finance & Policy

9.1 Payment of Accounts – Accounts were presented for agreement to pay: Cllrs Redman and Sheldrick signed the cheques.

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| Parish Clerk May Salary & Expenses | £484.96 |
| HMRC – Tax & NI Contribution | £8.20 |
| Came & Company – Insurance Policy | £633.70 |
| Shipbourne Village Hall – Rental 2020-2021 | £216.00 |

9.2 Timesheet Report – May - Circulated

9.3 New Laptop – The Clerk reported that the laptop was at the end of its life and it was agreed that she could look to purchase a new one.

9.4 AGAR –The Certificate of Exemption was presented at duly signed by the Clerk and Cllr Redman

9.5 Approval of Annual Governance Statement 2020/21 - Duly signed by The Clerk and Cllr Redman

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

- 9.6 Approval of Accounting Statements 2020/21- Duly signed by The Clerk and Cllr Redman
 9.7 Banking – HSBC – The Clerk reported that Cllr Bate was doing a safeguarding review on Thursday 17th June and had passed the relevant documents to her and would be on standby to answer any questions.

10 Planning Matters

10.1 **Local Plan** – Update - Discussed above.

10.2 Planning Applications

TM/21/01290/FL - The Orchard, Claygate Lane, Shipbourne, Tonbridge, Kent, TN11 9RL.

Erection of single timber frame garage in place of current wooden shed. “No objection”

TM/21/01278/FL - Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NT.

Construction of a relocated parking area in the lower section of Mount Field to the east of the Walled Garden and the existing parking area; removal of the temporary visitor reception building and the erection of a replacement visitor reception and shop building, Glasshouse and Bothy within the restored Walled Garden together with associated landscaping and drainage works. There was some further discussion on the application with further comments from Bernadette and the member of public present. It was decided that members would look at the submission documents in detail and email the Clerk with their views. A question was asked whether we should make s submission as we hadn't been consulted but the view was that as we had objected to the previous application then we should respond.

TM/21/01473/FL- Martins Oast, Back Lane, Shipbourne, Tonbridge, Kent, TN11 9PP.

Demolition of existing dwelling (retention of oast roundel) and replacement with a pair of semidetached cottages with associated new parking/garages and conversion of oast roundel and former stores into home offices as an alternative form of development to replacement detached four bedroom house allowed under TM/18/02518/FL. (Cllr Sheldrick left the meeting for this discussion) “No objection”.

10.3 Planning Decisions – Approved

TM/21/00013/LB - Listed Building Application: Proposed internal alterations and reordering at ground floor level with new structural opening to connect with existing garage building, existing garage building and connecting redundant stables and proposed conversion of both elements and fenestrations alterations with new opening between structures to provide ground floor level habitable accommodation. The Coach House, Puttenden Manor, Puttenden Road, Shipbourne, Tonbridge, Kent, TN11 9RH.

11. **To review submission to online Parish Newsletter** – The Clerk will add in a section on a plastics recycling project being launched.
12. **Urgent Business that occurs and requires attention before the next meeting** – Cllr Tyler asked the Clerk to raise the suggestion of planting a village tree/s to commemorate the Queens Jubilee, it's a Prince Charles initiative. It was agreed that this would be a good idea and we will discuss suitable locations at the next meeting.
13. **Date of next meeting** – Monday 12 July 2021 at 7pm – Shipbourne Village Hall

The meeting went into Part 2 and closed at 8.35pm

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