

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 8 November 2021** to transact the undermentioned business. **Sarah Huseyin, Parish Clerk**

Members of the public are welcome but given the ongoing Covid situation, we would be grateful if you would continue to observe social distancing measures. **Anyone with covid symptoms should not attend the meeting.**

The business of the Parish Council will be taken in the following order. All matters discussed will include information items as well as:

AGENDA

1. **Apologies for absence**
2. **Dispensations and Declarations of Interest**
3. **To approve as a correct record the Minutes of the Parish Council meeting 11 October 2021**
4. **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
5. **Highways & Footpaths - Highways Improvement Plan**
6. **Matters arising**
 - 6.1 **Grass Cutting at Wightwicks and Common Land at Dunks Green 2022**
 - 6.2 **Broken sign post at Dunks Green – Update**
 - 6.3 **Village Hall & Shipbourne Farmers Market – Update**
 - 6.4 **Climate Change - SPC Action**
 - 6.5 **Little Mead - Update**
 - 6.6 **Speed Calming, Litter and Parking - Update**
 - 6.7 **Bollards on Dunks Green – Repair**
 - 6.8 **Jubilee – Trees/ Jubilee Beacons**
 - 6.9 **Resurfacing path to the Church**
 - 6.10 **Local Government Boundary Commission for England – Our response**
 - 6.11 **Garden Waste**
 - 6.12 **Remembrance Sunday**
7. **Reports: County Councillor, Borough Councillor, PCSO**
8. **Communications – Please request items of interest * Circulated**
 - KALC News October 2021 *
 - KALC CEO Bulletin October 2021
 - Notice of KALC AGM on Saturday 13 November 2021*
 - Waste Collections - weekly update briefings
 - A Guide to taking part in The Queen's Platinum Jubilee Beacons - 2 June 2022
 - Tonbridge & Malling Ramblers - November walk dates for local publication
 - Local Government Boundary Commission for England - draft recommendations for new wards, ward boundaries, and wards names for Tonbridge and Malling Borough Council – Consultation Deadline 13 December 2021*.**
 - TMBC - Air Quality [Consultation](#) for Hackney Carriage and Private Hire Vehicles – Deadline 31 December 2021
 - Sevenoaks District Council Strategic Planning Consultations** - Stage 1 and Stage 2 Call for Sites will close at 5pm on 20 January 2022
 - KFRS/KALC Fire Hydrant Initiative** - Inspections to be undertaken by anyone within the local council or community.
 - Matthew Scott, Kent PCC, Police and Crime Plan Survey*
 - Deadline 12 November <https://www.smartsurvey.co.uk/s/PCC2021/>

KALC Climate Change Case Studies – Deadline 1st December
 TMBC - Agenda for Communities and Housing Advisory Board, Tuesday, 9th November, 2021, 7.30 pm
 TMBC - Agenda for Planning and Transportation Advisory Board, Wednesday, 10th November, 2021

9. Chairs Action and Correspondence

10. Finance & Policy

10.1 Payment of Accounts – Accounts will be presented for agreement to pay:	
Parish Clerk October Salary & Expenses	£498.10
HMRC – Tax & NI Contribution	£8.20
Royal British Legion – Wreath	£17.00

10.2 Timesheet Report – October

11. Planning Matters

11.1 Local Plan -Update

11.2 Planning Applications

TM/21/02564/LDE - Hollys Cottage, Hamptons Road, Shipbourne, Tonbridge, Kent TN11 9RQ.
 Lawful Development Certificate Existing: non-compliance of condition 5 (Agricultural Occupancy Condition) of planning approval TM/99/01908 and use of land previously used as nursery site for domestic garden and meadow

TM/21/02565/FL - Avenue Cottage, Shipbourne Road, Tonbridge, Kent, TN11 9NU.
 Demolish the existing extended property and associated outbuildings and construct a more sustainable new build replacement residential property.

TM/21/02697/TNCA - The Lee, Upper Green Road, Shipbourne, Tonbridge, Kent TN11 9PH
 T8 Spruce - Dismantle in sections to ground level.

TM/21/02727/LDP - 1 Springfield Cottages, Reeds Lane, Shipbourne, Tonbridge, Kent TN11 9RR. Lawful Development Certificate Proposed: construction of a detached outbuilding to provide a garage, garden store shed and home office.

11.3 Planning Decisions – Approved

TM/21/02147/FL - Demolition of single storey rear extension and construction of two storey rear extension. 20 Upper Green Lane, Shipbourne, Tonbridge, Kent, TN11 9PW.

TM/21/02120/TNCA - Reduce Conifer T1 by 50% and remove Conifer T2. The Coach House, Upper Green Road, Shipbourne, Tonbridge, Kent TN11 9PL.

12. To review submission to online Parish Newsletter

13. Urgent Business that occurs and requires attention before the next meeting

14. Date of next meeting – Monday 13 December 2021 – Shipbourne Village Hall

PART 2

15. Exclusion of Public and Press: Pursuant to Section1(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