

**SHIPBOURNE PARISH
COUNCIL**
SARAH HUSEYIN
Clerk to the Council

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Minutes of the Meeting of the Parish Council held at Shipbourne Village Hall on Monday 8 November 2021

Present: Cllr Tyler (Chairman), Cllr Redman (Vice Chair), Cllr Bate, Cllr Dagger, Cllr Leach, Cllr Oram, Cllr Sheldrick, County Cllr Rayner, Borough Cllr Palmer, Borough Cllr Taylor and The Parish Clerk.

- 1. Apologies for absence** - None
- 2. Dispensations and Declarations of Interest** - Cllr Redman declared an interest in Avenue Cottage and Cllr Sheldrick declared an interest in Springfield Cottage. Cllr Redman and Cllr Sheldrick didn't participate in the decision making process for these applications.
- 3. To approve as a correct record the Minutes of the Parish Council meeting 11 October 2021** – The minutes were approved and signed as a true record. A question was raised about whether there were any developments with signage and lights at the Chaser following the discussion at the last meeting. It was decided that we should await the planning decision before pursuing this.
- 4. Public Open Session** - No members of the public were present.
- 5. Highways & Footpaths - Highways Improvement Plan** – The Clerk said that her meeting with Claire Venner had been postponed and will raise our plan with her when rescheduled. Cllr Oram had photographed a car parked on the junction on Upper Green Lane and A227. The Clerk will forward this to The Chaser and Claire Venner and Cllr Palmer will forward to TMBC. Cllr Rayner suggested that we query why TMBC are not enforcing parking infringements. It was agreed that SPC would contact KCC Highways for advice
- 6. Matters arising**
 - 6.1 Grass Cutting at Wightwicks and Common Land at Dunks Green 2022** - Cllr Bate reported that the hedges had just been cut at Dunks Green. It was agreed that the Clerk would recirculate the specification for grass and hedge cutting for next year so that it could be clearly agreed for 2022 and it was suggested that one person should be nominated to correspond with Geoff to avoid any confusion. The Clerk will also chase up the invoice for the 2021 work
 - 6.2 Broken sign post at Dunks Green** – Update – Nothing to report.
 - 6.3 Village Hall & Shipbourne Farmers Market** – Update - Cllr Leach reported that the footfall is slightly up at the market but profits haven't recovered to pre-covid levels. Village hall bookings are steady. Cllr Leach had requested an updated quote to replace the windows at the village hall and the cost has increased significantly to around £15,000. The Clerk reported that there would be a further round of TMBC green grants in 2022 and we should consider an application for some grant funding. It was agreed that the Parish would be happy to give support in this regard.
 - 6.4 Climate Change** - SPC Action – Cllr Bate reported that we have completed our audit and should now focus on an action plan to state how we should respond to planning applications and lighting etc. East Peckham Parish Council has published a strategy and The Clerk said that she would request a copy to help us. Cllr Bate reported that she had recently been in contact with Kent Highways as she had discovered that they had been routinely putting weed killer on the verges around Upper Green Road; Cllr Bate felt that this was unnecessary particularly in relation to our stance on climate change. Cllr Bate has requested the schedule of work for Shipbourne and suggested that we as a Parish say to Kent Highways that we don't support the use of herbicides on our verges and request they remove them from their schedule. This was agreed. Cllr Rayner offered to chase up the schedule.
Cllr Bate suggested that we notify Kent Highways of areas in the village where streetlights could be turned off at night. The only area where there is street lighting is in Upper Green Lane. It was suggested that we should contact Kent Highways to find out what the process is and consult the residents to request their views.
 - 6.5 Little Mead** - Update - Moved to Part 2.

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

- 6.6 Speed Calming, Litter and Parking** - Update – Discussed above.
- 6.7 Bollards on Dunks Green** – Repair – Nothing to report.
- 6.8 Jubilee** – Trees/ Jubilee Beacons – Cllr Oram reported that there has been no commitment yet from the Church but there is a meeting next week with the PCC and it would be raised then. Cllr Oram said that she would be happy to co-ordinate something between the Parish, Church and WI.
- 6.9 Resurfacing path to the Church** – No update, this will be discussed at the next PCC meeting.
- 6.10 Local Government Boundary Commission for England** – Our response – Cllr Bate reported that she had spoken with Patrick Thomas at Plaxtol PC who confirmed that Plaxtol wanted to stay in the same ward as Shipbourne. Under the recommendations, Shipbourne has been put into a new ward with West Peckham Hadlow Plaxtol and Shipbourne sharing 2 Cllrs. Patrick is looking at the Boundary Commission report to see what it says about individual Parishes and boundaries as there are opportunities for us to say what we want from our ward. We have already submitted our views in the first round however we can respond further and will work with Plaxtol on a response to submit before the December 13 deadline.
- Cllr Bate said that our first choice on warding would be to remain with Borough Green as we don't want to be part of "Bourne". Other Parishes placed in the new Bourne Ward are unhappy and will submit their views. It was unanimously agreed that SPC should respond to the consultation with a strong request to remain with Borough Green Plaxtol and Platt. Cllr Bate agreed to look into the numbers and draft a report for consideration by SPC before submission to the LGBCE.
- 6.11 Garden Waste** – The Clerk has received a quote for a skip on a wait and load basis for 11th December. Cllr Rayner reiterated his offer for £200 towards the cost. Cllr Leach offered to supervise on the day. It was agreed that we should order an 8 yard skip and that a notice should go into the Parish magazine.
- 6.12 Remembrance Sunday** – The Clerk passed the wreath to Cllr Tyler for the service on 14th November.
- 7. Reports: County Councillor** – Cllr Rayner reported that Kent Minerals Planning Officer had confirmed that there would be no compromise in relation to the Borough Green Gardens development. This would be critical for the development to go ahead.
- Cllr Rayner reported that he had attended the Green Enviro Conference at the Kent Showground but it had mainly concentrated on larger issues rather than low level activity. At the Rail summit a new proposal to recommence an international service from Ebbsfleet and Ashford was announced.
- The Local Plan will be discussed at the PTAB this week.
- Cllr Rayner reported that he would be taking the Chair of Joint Transportation Board from Spring 2022.
- Cllr Palmer reported that Matt Boughton had frozen allowances for Councillors until 2023.
- Cllr Rayner reported that he was the only Councillor to vote against an increase in allowances at KCC last week.
- Cllr Taylor reported that Cllr Rayner had raised the failures of enforcement at PPP last week; some enforcement matters are taking over 12 months to resolve. This will be raised at the Overview and Scrutiny meeting. The Clerk reported that Shipbourne had enforcement cases that has been open for over 12 months.
- Cllr Bate reported that she had watched one of the YouTube videos of a TMBC Council meeting and was appalled at the way that the meeting was chaired and at the language used and asked what kind of redress there was to challenge this behaviour? Cllr Rayner said that a complaint should be made to the Monitoring Officer. Cllr Tyler said that we should back this. Cllrs Palmer, Rayner and Taylor left the meeting at 8.30pm.
- 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

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

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 – It was agreed that we would monitor the hydrants on an ad hoc basis to report any faults but will need to have a map first. The Clerk will request the map from KALC.

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

Tunbridge Wells Notice of submission of the Local Plan – Shipbourne PC submitted their views last year. Cllr Bate recommended looking at the minor modifications and responses

9. Chairs Action and Correspondence - None

10. Finance & Policy – Cllr Redman reported that HSBC were due to carry out a Safeguarding review but it had been cancelled at short notice.

10.1 Payment of Accounts – Accounts were 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 - circulated

11. Planning Matters

11.1 Local Plan -Update – nothing to report.

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. “We accept the lawful development rights however the curtilage of the domestic dwelling should remain the same”.

TM/21/02697/TNCA - The Lee, Upper Green Road, Shipbourne, Tonbridge, Kent TN11 9PH T8 Spruce - Dismantle in sections to ground level. “We are unable to support this as no justification has been given for its removal.”

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. “No comment”

TM/21/02765/FL - Woodhall Oast, Tonbridge Road, Shipbourne, Tonbridge, Kent, TN11 9PA. Demolition of existing building, erection of replacement gymnasium, plant room and toilets. “No comment”

Cllr Redman left the meeting.

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. “No objection to the size and scale but object to the design on the basis that it is out of character with the local vernacular and concern about sustainability issues”.

11.3 Planning Decisions – Approved

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

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** – add info about the skip.
- 13. Urgent Business that occurs and requires attention before the next meeting** - Nothing to report.
- 14. Date of next meeting** – Monday 13 December 2021 – Shipbourne Village Hall

The meeting went into Part 2 and closed at 9.20pm.

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