

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 10 October 2022** to transact the undermentioned business. **Sarah Huseyin, Parish Clerk**

AGENDA

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

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 July 2022**
4. **Reports: County Councillor, Borough Councillor - Update on the Local Plan, Reg 18**
5. **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
6. **Highways & Footpaths - Highways Improvement Plan (HIP) – No update**
7. **Matters arising**
 - 7.1. **Grass Cutting at Wightwicks and Common Land at Dunks Green 2022** - Update
 - 7.2. **Broken sign post at Dunks Green** – Update from Cllr Sheldrick
 - 7.3. **Village Hall & Shipbourne Farmers Market** – Application for FCC funding turned down. Mr Galbraith will stand down as Chairman at the end of the year. Agreed that SVH would obtain quotes to refurbish the kitchen, main hall and store room. Priority is replacing windows, particularly given rise in energy costs
 - 7.4. **Climate Change** - Cllr Bate emails 13 & 20 August
 - 7.5. **Little Mead** - Nothing to report
 - 7.6. **Resurfacing path to the Church** – Awaiting response from Bob Taylor
 - 7.7. **Kentish Rifleman** – Plans for outside dining
8. **PPP& KALC** – Next KALC Meeting 13 October 2022 - Ryarsh Village Hall. Next PPP meeting on 3rd November 2022
9. **Communications – Please request items of interest * Circulated**

Kent County Council Rail Summit – 18th October 2022 at 6pm – MS Teams meeting

Retirement of Mark Simmons - Highway Manager. From 16 September, Jez Massy will be available should you need any help, The Senior Highway Manager is Richard Emmett.

TMBC: Specialist teams to get tough on littering - 2-month pilot scheme with leading enforcement company, NES, to clamp down on the dropping of food wrappers, cigarette butts, bottles, cans and other waste – Penalty fines will be issued.

Citizens Advice in North & West - Kent Energy Talks

KALC T&M Climate Change Questionnaire – Deadline 10 October 2022

Kent Country Parks Draft Strategy 2023-28 <https://letstalk.kent.gov.uk/countryparksstrategy>
Deadline 12 December
10. **Chairs Action and Correspondence**
11. **Finance & Policy**
 - 11.1 **Payment of Accounts** – Accounts will be presented for agreement to pay:

Parish Clerk August Salary & Expenses	£496.62
HMRC – Clerks Tax & NI Contribution	£17.20
St Giles' Church Grasscutting & Newsletter printing	£975.00
Tree Services Ltd – Cutting hedge on Dunks Green	£120.00
ICO – Data Protection Fee	£40.00
<i>All of the above paid in September (meeting cancelled due to mourning period)</i>	
Transfer to Unity Trust Bank	£5,000.00
Parish Clerk September Salary & Expenses	£483.92
HMRC – Clerks Tax & NI Contribution	£17.20
CPRE Subscription	£36.00

	Precept Received	£6,087.50
11.2	Timesheet Report – July, August, September	
11.3	Receipt from PKF Littlejohn for notification of Exempt Status.	

12. Planning Matters

12.1 Local Plan – Update - Regulation 18 – Discuss response to consultation

12.2 Planning Applications Received

TM/22/01566/FL & TM/22/01567/LB - The Roses, Dunks Green Road, Shipbourne, Tonbridge, Kent TN11 9RU. Demolition of rear extension built 2015. Proposed two storey rear extension, one and a half storey linked annexe, carport with new vehicle access and associated internal and external. *“No objection with conditions.”*

TM/22/01797/TNCA – Fanecourt, Upper Green Road, Shipbourne, Tonbridge, Kent TN11 9PL. T1 Magnolia - Tree has split at a union. Remove the two stems directly over the roof of the store that the stem is resting on. Crown reduce the rest of the tree by 1-2m to balance and reduce the weight on the other unions. *“No objection.”*

TM/22/01806/FL - Hookwood Farm, Puttenden Road, Shipbourne, Tonbridge, Kent, TN11 9QY. Proposed exercise swimming pool with associated plant. *“No objection.”*

TM/22/01957/LB - 2 Hoad Hill Cottages. Infill front of barn (Listed Building application – Retrospective). *“Objection”*

12.3 Planning Applications Approved

22/00709/LDE & 22/00257/LB - Lawful Development Certificate Existing: Installation of 12 x solar panels, mounted in South West elevation roof - The Stables Dunks Green Road Shipbourne Tonbridge Kent TN11 9RU – Certifies

22/00250/FL & 22/00251/LB- Great Budds House - Conversion of Oast house to holiday let accommodation including forming new internal partitions to separate the existing spaces, new rooflights and door canopy. Conversion of Stables to Holiday Let accommodation including insulating the existing walls, floor and roof, alterations/forming of new window and door openings and forming new internal partitions to separate the existing spaces.

22/00256/FL - Great Budds House - Creation of new ensuite and dressing room with new opening from bedroom. New ensuite at second floor and formation of new pitched roof with concealed flat roof and roof lantern over existing breakfast room and utility.

22/00216/FL - 2 Hoad Hill Cottages. Infill front of barn.

22/00614/LB - Great Budds House - Conversion of the Granary to Let accommodation including externally insulating the structure, forming new internal partitions to separate the existing spaces, new rooflights and alterations/forming of new window and door openings.

22/00546/FL - Hookwood Farm - Change of use to incorporate land into the residential curtilage.

22/00739/FL - Hollys Cottage - Erection of two storey side extension.

22/01264/FL - Ambleside - Demolition of existing bungalow and replace with new dwelling.

22/01365/FL - Land South Of Woodbine Cottages - Erection of a single dwellinghouse and associated works. Removal of existing buildings and concrete hardstanding.

22/00706/FL - Barn West Of Ambleside, Reeds Lane, Shipbourne, Tonbridge Kent. Conversion of gamekeepers storage barn used to store pheasant shoot apparatus and equipment into four dwellinghouses with associated works to provide access and parking facilities.

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13. To review submission to Parish Newsletter

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

15. Date of next meeting – Monday 14th November 2022 – Shipbourne Village Hall at 7.00pm

PART 2

16. Exclusion of Public and Press: Pursuant to Section 1(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*