

**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 14 November 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 10 October 2022**
- 4. Reports: County Councillor & Borough Councillor**
- 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. Uneven footpath on Stumble Hill, rereported following recent accident.
- 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** – Update on Trustees for Village Hall
 - 7.4. Climate Change** - Request to Cllr Rayner to endorse our Climate Change Strategy and Action Plan
 - 7.5. Little Mead** - Nothing to report
 - 7.6. Resurfacing path to the Church** – Cllr Tyler & The Clerk met with Bob Taylor to discuss the works proposed to the church approach and part of the footpath to the church. The Clerk explained that we are limited to how much funding that the PC can offer. Various quotes have been received and a preferred contractor identified. Bob is awaiting confirmation from all stakeholders including The Church, The Chaser and The Fairlawne Estate and work is expected to start this year.
 - 7.7. Footpath MR392** – The Clerk has written to the Fairlawne Estate and PROW following the matter raised by a member of public at the October meeting. Awaiting response.
- 8. KALC** – Next KALC Meeting 15 December 2022 - via Zoom.
- 9. Communications – Please request items of interest * Circulated**
Kent Country Parks Draft Strategy 2023-28 <https://letstalk.kent.gov.uk/countryparksstrategy>
Deadline 12 December
Kent's Plan Bee October 2022 Newsletter
KALC News October*
National Neighbourhood Watch Newsletter
Tonbridge and Malling Ramblers December walks
Kent Minerals and Waste Local Plan and Kent Mineral Sites Plan – Deadline 12th December*
NALC 2022-2023 National Salary Award
Local Election Material – May 2023
- 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	£694.82
HMRC – Clerks Tax & NI Contribution	£71.60
Transfer to Unity Trust Bank	£5,000.00
KALC – Cllr Oram attendance Councillors Conference	£60.00
Royal British Legion	£20.00
Community Heartbeat Trust – Defib Lease	£151.20

11.2 Timesheet Report – October

12. Planning Matters

12.1 **Local Plan – Update - Regulation 18 SPC response.**

12.2 **Planning Applications Received - None**

12.3 **Planning Applications Approved & Refused – None**

12.4 **Planning Applications Withdrawn**

TM/22/01567/LB - The Roses, Dunks Green Road Shipbourne, Tonbridge, Kent, TN11 9RU. Listed Building Application: 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 works.

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 19th December 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*