

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 a Meeting of the Parish Council to be held at 7.00 p.m. on Monday 15 May 2023 to transact the undermentioned business. *Sarah Huseyin, Parish Clerk*

1. Apologies for absence

AGM

2. Announcement of Parish Election results - Elected Unopposed

3. Announcement of Borough Council Election results

4. Declarations of Acceptance

5. Elections to Office:

To Elect Chair

To Elect Vice Chair

To Elect Parish Representatives:

KALC

PPP

Village Hall Committee

To agree to advertise to co-opt 2 councillors

To agree date of Annual Parish meeting

Reminders to complete and return DPI's and Election Expenses forms

6. Dispensations and Declarations of Interest

7. Reports: County Councillor & Borough Councillor

8. To approve as a correct record Minutes of the Parish Council meeting on 3 April 2023

9. Public Open Session

10. Highways & Footpaths - Highways Improvement Plan (HIP) – Update – Matters for inclusion

11. Matters arising

11.1. Grass Cutting at Wightwicks and Common Land at Dunks Green 2023 - First cut May

11.2. Broken sign post at Dunks Green – Cllr Sheldrick update

11.3. Village Hall & Shipbourne Farmers Market – Update

11.4. Little Mead – update from meeting on 2nd May. Notes from meeting – circulated.

11.5. Website Upgrade – update

11.6. Rifleman Defibrillator – update

11.7. Shipbourne Archive - update

11.8. Bench at bus stop – repairs - update

11.9. Climate Change Group – Update from meeting on 24th April 2023

11.10. Coronation Events - Feedback

12. Communications – *Circulated in advance of the meeting.

Parish Infrastructure Statement for completion – 16 June*

KALC NEWS APRIL 2023*

Green Business Grant Scheme - Opening 18th April 2023, deadline 31st May

Dynamic Councillor at Faversham Town Council – 6TH June, Faversham Town Hall

Minutes KALC T&M Area - 30th March 2023

Drop-in session for Councillors - disclosure of interests – 17TH May 9.30am-5pm

Parish Council Community Cost of Living Support Grant – deadline 31 May 2023

Kent Plan Tree - Call for Sites

Kent Plan Bee - Pledge to not mow your lawn through May 2023

13. Chairs Action and Correspondence

14. Finance & Policy

14.1. Payment of Accounts – Accounts were presented for agreement to pay:

Parish Clerk	Salary & Expenses	£503.83
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HMRC – Clerks Tax & NI Contribution		£44.40
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	Green Hippo – Posters for Coronation	£90.00
	KALC – Annual subscription	£303.18
	Gallagher Insurance	£805.92
14.2	Timesheet Report April	
14.3	Approval of Insurance Policy – 3 year renewal	
14.4	Agreement to amend HSBC bank mandate	
14.5	Internal Audit - Update	

15. Planning Matters

15.1 Planning Applications - TM/23/00735/TNCA - The Chaser, Stumble Hill, Shipbourne, Tonbridge, Kent TN11 9PE. T1/T2 Large weeping Willow and Apple at either end of outdoor seating area of The Chaser Pub. Prune back overhanging branches by approx 2M to allow space for 21m Marquee to be erected below. Lift remaining crown up to 3M to balance shape where required. "No objection."

TM/23/00780/LRD - Shipbourne House- Stumble Hill- Shipbourne Tonbridge Kent TN11 9PE Details of condition 4b (Details of roof tiles) Pursuant to Planning permission TM/22/00853/LB Listed Building Application: Renew front right-hand gate to match existing. Remove existing front bolted on section of garage, renew to match existing and replace it's feather edged roof with tiles. Repair defective pointing in numerous locations and renew some defective brickwork in places where faces have eroded.

TM/23/00839/FL – Ambleside, Reeds Lane, Shipbourne, Tonbridge, Kent, TN11 9RR. New detached house and garage with new driveway access to replace bungalow previously approved under ref TM/22/02492/FL.

15.2 Planning Applications Approved

TM/23/00735/TNCA - T1/T2 Large weeping Willow and Apple at either end of outdoor seating area of The Chaser Pub. Prune back overhanging branches by approx 2M to allow space for 21m Marquee to be erected below. Lift remaining crown up to 3M to balance shape where required. The Chaser, Stumble Hill, Shipbourne, Tonbridge, Kent, TN11 9PE.

15.3 Planning Applications Refused

TM/23/00365/FL- Part one/ part two storey side extension (Revision to refused application TM/22/00335/FL). 1 Silverhill Cottages, Dunks Green Road, Shipbourne, Tonbridge, Kent, TN11 9RU.

16. To review submission to Parish June Newsletter

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

18. Date of next meeting – Monday 12th June 2023 – Shipbourne Village Hall at 7.00pm.