

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 8 July 2024** to transact the undermentioned business. **Sarah Huseyin, Parish Clerk**

1. **Apologies for absence**
2. **Dispensations and Declarations of Interest** - Ian Bond DPI submitted to TMBC
3. **Declaration Acceptance Office for Ian Bond and Peter Leach**
4. **Reports: County Councillor & Borough Councillor**
5. **To approve as a correct record Minutes of the Parish Council meeting on 10 June May 2024**
6. **Public Open Session**
 - 6.1. **Highways & Footpaths - Highways Improvement Plan (HIP) – Update –** Parking Upper Green Road/Pedestrian Crossing Chaser & Speeding Hildenborough Road. Update on resurfacing footpath MR392
7. **Matters arising**
 - 7.1. **Grass Cutting at Wightwicks and at Dunks Green 2024** - Nothing to report
 - 7.2. **Shipbourne Farmers Market** - Nothing to report
 - 7.3. **Website Upgrade** - Update
 - 7.4. **Climate Change Group** –Update – Feedback meeting on 26 June. Grant funding to be allocated. Climate Change workshop event on Saturday 14th September
8. **Shipbourne Village Hall**
 - 9.1 **Update from meeting on Monday 1st July**
 - 9.2 **Quote for window repairs**
 - 9.3 **Charity Commission & Banking mandate – Update**
 - 9.4 **Insurance renewal – Due 18 August 2024**
 - 9.5 **Social event 21st September/photo competition**
- 10 **Communications** –*Circulated in advance of the meeting.
 - KALC T&M Area meeting – Thursday 11 July via zoom
 - KALC Nominations for President and Vice President – Due 11 July 2024
 - KALC Training Bulletin
 - KALC Bulletin Week Ending 28 June 2024
 - Tunbridge Wells Borough Council Local Development Scheme Update
 - TWBC Local Plan Examination Stage 3 Hearings Update
 - KCC's Budget Consultation 2025-26 www.kent.gov.uk/budget by 7 August
 - KALC NEWS JULY 2024
11. **Chairs Action and Correspondence**
12. **Finance & Policy**
 - 12.1 **Payment of Accounts** – Accounts for agreement to pay:

Parish Clerk Salary & Expenses June	£592.44
HMRC – Clerks Tax & NI Contribution	£95.40
Interest/Bank Charges/Balance – tbc awaiting statements	
SVH Balance as at 5.6.24	£19,711.75
 - 12.2 **Timesheet Report June** (Circulated)
 - 12.3 **AGAR 2023-4**
 - 12.3.1 Papers sent to Mazars and posted on website. Correction of notice period for the exercise of public rights dates from 1-12 July 2024 to 1 July to 9 August 2024

13. Planning Matters**13.1 Planning Applications**

24/00988/PA - Fairhill Court, Riding Lane, Hildenborough, Tonbridge, TN11 9QL. Moving, and reducing the size of 2 windows on the East Elevation

13.2 Planning Applications Approved - No applications were approved /refused in June.

13.3 Update on Local Plan – Awaiting Reg18B

14. To review submission to Parish August Newsletter

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

16. Date of next meeting – Monday 9th September at 7pm Please note that we will call an August Meeting if TMBC circulate Reg 18B, date to be confirmed.

Signed: *S R Huseyin*

Parish Clerk & Responsible Finance Officer