

SHIPBOURNE PARISH COUNCIL

Mrs. Y. Tredoux (Clerk)

1 Redwell Cottage, Redwell Lane, Ightham, Sevenoaks, Kent, TN15 9EE

Tel: 01732 883 044 Email: clerk@shipbourne.com

Minutes of a Meeting held in the Village Hall on Monday, 16 February 2009 at 7.30 p.m.

- PRESENT: Mr. M. Miles (in the Chair)
Mrs. L. Cohen [arrived 9.05 p.m.], Mr. P. Dunbar, Mr. J. Raven,
Miss L Sargent, Mr. J. Sheldrick
- IN ATTENDANCE: Borough Councillor Mrs. S. Murray, PC T. Wiles
Parochial Church Council Members Mrs. M. Perry and Mr. N. Ward
1 Member of the Press
Mrs. Y. Tredoux (Clerk)

Councillors were reminded to disclose personal and prejudicial interests on matters to be considered at this Meeting.

The Chairman thanked everybody for attending and opened the Meeting and invited PC Wiles to speak.

PC Wiles announced that there had only been one criminal incident within the Village since the beginning of the year, and affected a visitor to Shipbourne. PC Wiles also hoped to introduce PCSO Thomas at a future Parish Council Meeting.

1. **APOLOGIES**

The Council received an apology for absence from Mr. S. Davis.

2. **MINUTES**

The Minutes of the Meeting held on 19 January 2009, previously circulated, were approved.

The Chairman proposed that Item 3.4 be brought forward, which was agreed.

3.4 Churchyard Maintenance (Minute 4.4 SPC/01/09)

Members of the Parochial Church Council (PCC) had been invited to attend the Meeting to discuss the upkeep of the Churchyard. The Chairman introduced the PCC Members and briefly explained that the Parish Council had noted previous issues raised in respect of grass cutting and general maintenance of the Churchyard. Subsequently it was felt that the costing and quality of work needed to be discussed with the PCC.

Mr. Ward said that the PCC had been sympathetic to the fact that last year had proved to be a difficult year for mowing as a result of the unusual spate of wet weather, particularly in the growing season. However, it was felt that at times, there had been a lack of quality in the service provided. Mr. Ward pointed out that the PCC had not been provided with a copy of the the job specification, which he thought would be beneficial.

A suggestion was made to form a Joint Churchyard Maintenance Committee consisting of representatives from the PCC and the Parish Council, to investigate this further and to report back to the Council. The Committee may in future, be charged with overseeing the maintenance of the Churchyard.

A discussion also took place as to who would be responsible for Public Liability Insurance, etc. *It was agreed that the Clerk would check the facts regarding the legal position and Mr. Raven would make contact with Mr. J. Brown (Church Treasurer), to discuss potential risks involved.*

Mr. Ward informed Councillors that the Church footpath had recently been improved and reminded the Parish Council that it had agreed to make a contribution towards this some time ago. *The Clerk would check the previous Parish Council Minutes to confirm this.*

Mr. Ward was very concerned about the flooding which occurred on the roads in wet weather as a result of blocked drains.

The Clerk would report this to Kent Highway Services.

The PCC Members were thanked for attending the Meeting.

The Chairman proposed that Item 5 be brought forward, which was agreed.

5. **REPORTS FROM BOROUGH / COUNTY COUNCILLORS**

Mrs. Murray advised Members that the Borough Council's budget would be confirmed soon, and a possible increase of 4.95% was mentioned.

Mrs. Murray reminded Members that details of the new Local Development Framework would be discussed at the next Parish Partnership Panel Meeting, scheduled for 26 February 2009. *It was agreed that Mrs. Cohen be appointed to represent the Parish Council at this Meeting.*

3. **MATTERS ARISING**

3.1 Village sign (Minute 4.1 SPC/01/09)

Mr. Sheldrick advised that the post had been ordered. *It was agreed that Mr. Swartz be asked whether he would be interested to "unveil" the sign.* Miss Sargent offered to arrange for the provision of tea and coffee in the Village Hall after the ceremony.

3.2 Interactive speed sign near The Chaser (Minute 4.2 SPC/01/09)

Kent Highway Services advised that the Contractor had attended the site but had been unable to fix the fault. He would arrange another visit week commencing 16 February 2009.

3.5 Removal of BT Phone Boxes (Minute 4.5 SPC/01/09)

BT advised that the decommissioning in respect of the kiosk to the Parish Council had been completed.

It was agreed that the kiosk be included in the Parish Council's Asset Register.

The Clerk would obtain a quotation from the Parish Council's Insurance Company to insure the structure.

3.6 Freedom of Information – New Mode Scheme (Minute 8 SPC/01/09)

Members considered the draft paper prepared by the Clerk and minor amendments were made. *It was agreed that the paper would be included on the Parish Council's website and that an A4 paper with reference to where the information could be obtained, be placed on the Parish Council Notice boards.*

4. **QUESTIONS FROM THE PUBLIC & PRESS**

There were no other questions from Members of the Public and Press.

6. **COMMITTEE AND OFFICER REPORTS**

6.1 Report from Chairman

There were no reports from the Chairman.

6.2 Report from Councillors

There were no reports from Councillors.

7. **PLANNING**

7.1. Planning Applications for consideration.

7.1.1 TM/09/00170/RD - Puttenden Manor Farm, Puttenden Road, Shipbourne

Details of materials for stable block submitted pursuant to condition 15 of planning permission TM/07/03880/FL.

Agreed to RECOMMEND APPROVAL, subject to Tonbridge & Malling Borough Council having no concerns.

7.2 **Decisions from TMBC:**

7.2.1 **TM/08/03466/FL – Brownfield, Upper Green Road, Shipbourne**

Replacement of detached two storey dwelling with attached garage – *REFUSED*.

“The proposed development constitutes inappropriate development due to the design, size and height of the proposed dwelling and is therefore contrary to policies SS2 and CP3.

The proposed dwelling will adversely affect the open character and visual amenities of the rural area and therefore the openness of the Metropolitan Green Belt.

The proposed development due to its size and design fails to preserve or enhance the character and appearance of the conservation area and also affects the setting of the adjacent Grade II listed building. Due to its size, height and bulk, the replacement dwelling will be a prominent and intrusive feature on the landscape.”

7.2.2 **Property renaming**

TMBC advised that the property known as Brownfield, Upper Green Road, had been renamed to BEAR MANOR OAST, Upper Green Road.

8. **DOG CONTROL ORDERS**

Members noted information from TMBC who proposed to introduce new Dog Control Orders its land, utilising powers under The Clean Neighbourhoods and Environment Act 2005, which could be advantageous to local authorities who were considering to introduce similar Orders. The Orders covered various issues, for example the removal of dog faeces, that dogs be kept on leads and excluding dogs from land.

9. **KENT VILLAGE OF THE YEAR 2009**

Members noted information for the Village of the Year competition 2009 received from Action with Communities in Rural Kent.

It was agreed to advertise this information in the next Parish Newsletter, with reference to the relevant website. Mr. Sheldrick volunteered to study the documents and application pack.

10. **INVITATION TO JOIN ACTION WITH COMMUNITIES IN RURAL KENT**

An invitation to join membership of this body was rejected.

11. **ACTION WITH COMMUNITIES IN RURAL KENT – SURVEY**

A survey from Action with Communities in Rural Kent to establish why parishes in Kent were reluctant to produce community action plans (including appraisals and parish plans), was noted.

It was agreed that the Clerk complete the survey document and include details of the Shipbourne Village Design Statement.

12. **SEVENOAKS DISTRICT COUNCIL LOCAL DEVELOPMENT FRAMEWORK CORE STRATEGY PREFERRED OPTIONS**

A letter received from Sevenoaks District Council seeking the Parish Council's views on the above document, which sets out the Council's proposals for the scale and general location of future development in the District up to 2026 and how the development will be protected, was noted.

13. **PARISH COUNCIL COMMITTEE STRUCTURE**

As a result of the November 2008 Parish Council Meeting, the Clerk had prepared a report on facts about Committees of the Council. Members noted the references in the Report with regard to relevant legislation in respect of Council Committees.

Members did not consider the existing Rights of Way Committee as an official Committee of the Parish Council. It was felt that this group was a “village” group and was therefore not required to comply with the legislation identified in the Clerk's report. It was agreed to review the structure of the Emergency Services Plan.

14. **BANK ARRANGEMENTS FOR SIGNING CHEQUES**
Mr. Miles, Mr. Sheldrick, Mr. Dunbar and Mr. Raven signed the bank mandate. *The Clerk would make further arrangements for Members to provide their individual supporting documents to the bank.*
15. **ACCOUNTS FOR PAYMENT**
Payment in respect of cheque numbers 100350 – 100353 was approved and the following receipts were noted:-
EDF (£34-28), Kate's Driving School–Website advertisement (£52-00).
16. **INFORMATION REPORT**
- 16.1 Kent Association of Local Councils – Members received copies of the January 2009 issue.
- 16.2 The Clerk reported that Mr. Bristow had advised that the Village Hall Management Committee had anticipated a deficit of approximately £350. Members also noted an email Mr. Bristow confirming that the Village Hall Management Committee had been successful in obtaining the Awards for All grant which would cover refurbishing the meeting room. Another KCC grant received a few weeks ago had been put towards the cost for installing double glazing and blinds. *The Clerk was asked to congratulate Mr. Bristow for all his contribution in obtaining the grants.*
- 16.3 Members noted an invitation to attend the TMBC's Heritage Open Days during the weekend of 12 September 2009.
- 16.4 Mr. C. Galbraith advised that he had been in contact with Kent Highway Services to repair the edge patching on Hildenborough Road, which had deteriorated and broken down, causing deep ruts.

9.44 p.m. *[The Press and the Public were excluded due to the confidential nature of the next business discussed.]*

- 3.3 "Green space" outside Wightwicks Row (Minute 4.3 SPC/01/09
Mr. Sheldrick declared a prejudicial interest and left the Meeting.

During the closed session the Chairman informed Members of verbal and written correspondence he had had with the current landowner's agent. Members agreed that this piece of land formed a key part of a very prominent area within the village and in this particular case, the Parish Council was very keen to preserve the character of the area. Costs in respect of acquiring the land and the maintenance thereof had been discussed. A figure of between £2,000 and £2,500 was identified. The Clerk cautioned Members that sufficient provision had not been made in the 2009/2010 budget for acquiring the land, however, *Members felt that there would be adequate funds remaining in this financial year and it was agreed to proceed to inform the landowner's agent that, should he be of a mind to dispose of the land, the Parish Council would be very interested to acquire it. Mr. Miles would make contact with the landowner's agent to confirm this in writing.*

10.10 p.m. [The Chairman re-opened the Meeting for the Press and the Public]

17. **MATTERS TO BE RAISED AT NEXT MEETING**

18. **DATE OF NEXT MEETING**
Thursday, 19 March 2009

The Meeting closed at 10.24 p.m.