

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, 19 January 2009 at 7.30 p.m.

PRESENT: Mr. M. Miles (in the Chair)
Mr. P. Dunbar, Mr. J. Raven, Miss L. Sargent, Mr. J. Sheldrick

IN ATTENDANCE: Mrs. Y. Tredoux (Clerk)

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

1. **APOLOGIES**

Apologies for absence were received from Mr. S. Davis and Mrs. L. Cohen.

2. **MINUTES**

The Minutes of the Meeting held on 8 December 2008, previously circulated, was approved and signed.

3. **CASUAL VACANCY**

Mr. Miles proposed from the Chair:

"That Mr. P. Dunbar be co-opted as a Parish Councillor."

CARRIED

Mr. Dunbar signed the Declaration of Acceptance of Office and joined the other Members at the table.

4. **MATTERS ARISING**

4.1 Village sign (Minute 3.1 - December 2008 Meeting)

Members noted that planning permission had been granted by TMBC. Mr. Miles read an email dated 9 January 2009 from Mrs. Cohen, who suggested that the sign be "unveiled" during a special ceremony. Mr. Sheldrick offered to organise the purchase of a suitable post and asked for clarification on the exact location and the direction which the sign would face. It was agreed that Mr. Sheldrick would decide the precise spot in light of discussions and previous site visits which identified that somewhere a stride or two in from each of the two roads would be about right.

It was agreed that the double-sided sign would be installed facing both directions in Upper Green Road. Saturday 21 March 2009 was suggested for the ceremony.

4.2 Interactive speed sign near The Chaser (Minute 3.2 – December 2008 Meeting)

Kent Highway Services advised that EDF Energy had carried out their works, but unfortunately there were some parts missing from the interactive sign and arrangements were being made to progress this.

[Mr. Miles proposed that the next item be moved to the end of the Agenda, which was agreed.]

4.3 "Green space" outside Wightwicks Row (Minute 3.3 – December 2008 Meeting)

See page 3.

4.4 Churchyard Maintenance (Minute 3.4 – December 2008 Meeting)

Miss Sargent and the Clerk had attended a site meeting with the Contractor to clarify details of the work specification schedule, following complaints received from residents regarding the appearance of the churchyard in respect of grass cutting.

It was agreed that two Members of the Parochial Church Council would be invited to the February Parish Council Meeting to discuss the costing and quality of mowing as well as the general upkeep of the churchyard.

- 4.5 Removal of BT Phone Boxes (Minute 3.5 December 2008 Meeting)
Final transfer of ownership was awaited.

- 4.6 Provision of Parish Council storage space in Village Hall (Minute 3.6 – December 2008 Meeting)
The work to the cupboard had been completed in early December.

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

There were no questions from Members of the Public or Press.

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

No reports were received from Borough/County Councillors.

7. **COMMITTEE AND OFFICER REPORTS**

7.1 Report from Chairman

[Mr. Sheldrick expressed a personal interest.]

Mr. Miles drew attention to a letter received from Kent County Council's Public Rights of Way Officer, advising that changes had been made to routes on the Definitive Map. The changes affected part of the Public Bridleway MT50 and Public Footpath MR365. *Mr. A. Bristow would be asked whether he had any comments on the changes.*

7.2 Report from Councillors

No reports were received from Councillors.

8. **FREEDOM OF INFORMATION – NEW MODEL SCHEME**

It was noted that the Information Commissioner had produced a new model publication scheme that all public sector organisations must adopt. The publication scheme commits an authority to make information available to the public as part of its normal business activities. Copies of relevant documents were circulated to Councillors prior to the Meeting.

It was agreed that the Parish Council would adopt the new scheme. The Clerk would complete the guide to information form and circulate to all Councillors for comments.

9. **POLICING IN KENT 2009/10 SURVEY**

The Parish Council was invited to complete a questionnaire received from the Kent Police Authority with regards to their annual budget and policing objectives for Kent. Two options were available to choose from. Option 1 (Increase by 2.5%) which would not allow for any growth of further service improvements, and if maintained at this level of increase in subsequent years, would almost certainly require significant reductions in policing numbers, and Option 2 (Increase by 5%) which would provide for some further progressive service improvements over the next three years.

Members considered the proposed options and Option 2 was identified as the preferred option.

10. **PRECEPT**

Members were asked to discuss and approve the proposed precept. Trial budget papers were circulated to Members prior to the Meeting. Mr. Miles briefly explained the concept of the precept and reminded Members of his warning earlier in the current financial year, at the 2008 Annual Parish Meeting, that there would be a significant increase in the precept requirement for 2009/10. This was mainly due to an increase in mowing and maintenance costs, as well as the cost for the Clerk.

Members considered the income and expenditure figures for the remainder of 2008/09, together with the budget figures for 2009/10, and a Precept requirement of £9,000 was approved.

11. PLANNING**11.1. Planning Applications for consideration.**

No planning applications had been received.

11.2 Decisions from TMBC:**11.2.1 TM/08/03298/TNCA - Huntsview House, Upper Green Road, Shipbourne**

Removal and reduction of trees – *GRANTED*.

11.2.2 TM/08/02098/FL – Land adjacent to Village Hall, Upper Green Road, Shipbourne

Village sign – *GRANTED*.

11.2.3 TM/06/03861 - Tinley Lodge Farm

Councillors noted that the appeal for the conversion of agricultural building to holiday let use was granted following the hearing on 3 December 2008.

12. REQUEST FOR DONATION

A request for financial assistance to the Charlton Athletic Football Coaching Scheme was declined.

13. ACCOUNTS FOR PAYMENT

Payments in respect of cheque numbers 100343 to 100347 were approved.

A donation of £30 to the Royal British Legion in respect of the wreath was also approved.

The Clerk would arrange for the bank mandate to be updated.

14. INFORMATION REPORT

The information report was noted and the papers referred to, were laid on the table.

Members noted that a Police Community Support Officer had been appointed recently. PC Wiles would invite him along to a future Parish Council Meeting.

15. DATE OF NEXT MEETING

16 February 2009.

4.3 "Green space" outside Wightwicks Row (Minute 3.3 – December 2008 Meeting)

[Mr. Sheldrick, expressed having a prejudicial interest in this item, and left the Meeting.]

Mr. Miles briefly outlined the history of this site as he understood it and Miss Sargent informed Councillors that she had obtained information that Sir Edward Cazalet was the owner of this piece of land. It was agreed that the Clerk would write to Sir Cazalet, stating that it was the Parish Council understanding that he owned the land and that the Parish Council was very keen for the land to remain as it is, and that should he be inclined to dispose of it, the Parish Council would be very interested in further discussions, to ensure that this amenity space would not be lost to the parishioners of Shipbourne.

The Meeting closed at 21.37 p.m.