

SHIPBOURNE PARISH COUNCIL**MEETING HELD AT THE VILLAGE HALL ON
MONDAY 11TH JUNE 2007 AT 7.30 PM**

Present: Mr Martin Miles (Chairman), Mr Mark Beadle, Mrs Libby Cohen, Mr Stephen Davis, Mrs Susan Lee, Miss Lynette Sargent and Mr Curtis Galbraith (Clerk)

1. Apologies for Absence

Mr James Sheldrick

2. Minutes of Previous Meeting

The council discussed the draft minutes of May meeting. It was agreed that they reflected a true record of the meeting. The Chairman suggested that members should monitor future minutes and comment if it was felt that they contained too much or too little detail. The minutes should capture material facts. After a unanimous vote, May minutes were agreed and signed by the Chairman.

3. Borough & County Councillors Reports

None

4. Questions from the Public

None

5. Matters Arising

In response to an email sent after the May meeting that proposed Cllr Lee as the council representative on Shipbourne School's governing body, Mrs Johannes, the vice-chairman, had responded by saying that the proposal would be held over for future consideration as the Governors had received a number of similar offers. Councillors felt that council representation on the School's governing body was desirable if not mandatory. The Clerk was asked to make further contact with Mrs Johannes.

6. Finance

The Clerk handed out copies of the monthly financial statement. The bank balances at 31st May were c/a £ 173.11, d/a £ 14801.96. Two payments needed to be made and these were agreed. To Sett Point, £105.00 (100278) and Shipbourne Village Hall, £626.00 (100279).

Following the removal of Nick Giles and Rachel Simpson from the Bank Mandate, HSBC had requested that the council execute a new one. The new mandate was completed by members and signed by the Chairman and Clerk.

Cllr Miles said that the new year's draft budget would be circulated by the next meeting and the Financial Sub-Committee will meet to inspect last years financial records prior to internal audit.

7. Roads / A227

The Clerk reported that in correspondence between the school governors and the parish council, Kent Highways had agreed to reposition the school warning and cross-roads sign. A number of signs were obscured by trees in leaf and the promised cut back of vegetation had not materialised. The Clerk will write to Simon Allsopp to request that this work is carried out urgently. At the same time he will enquire as to the timescale to complete the rest of the speed restriction scheme.

Cllr Lee asked what could be done to request enforcement by the Police of the new speed limit. She felt that on occasion, particularly some Sunday early mornings, motor cyclists were still travelling through the village at excessive speed. The Clerk agreed to enquire as to who should be contacted to try and arrange enforcement and mentioned that the council was still awaiting the permanent and temporary speed indicating devices that had been offered by KCC.

Dangerous parking and obstruction of the pavement by week-end visitors to The Chaser was still a serious problem. The council and residents had reported a number of incidents to the Police but little action had been taken. The previous Sunday had seen up to eleven cars parked on the pavement or with two wheels in the carriageway of the A227. In addition, TMBC still refused to enforce the double yellow no parking restrictions as parking wardens did not generally work during the hours when enforcement was needed most. The Clerk had written to Chief Inspector Martin Very, who was in charge of neighbourhood policing in West Kent, to ask for assistance.

8. Commons

The work to properly reinstate the parking lay-by on the Common was well underway. The Clerk had visited the site and reported that a neat and thorough job was being done by The Fairlawne Estate and that work should be completed within the next week.

Following completion of the revised specification, invitations to tender for mowing and maintenance of Dunks Green Common and St Giles' Churchyard had been sent out to Shaun Gould and to Estate and Field Management Limited. A third tender was desirable and councillors agreed to try and forward possible names to the Clerk. At present E&FM was carrying out the work on an 'as required' basis although as yet no invoices had been received. It was also thought that the contract, when awarded, should be for a period of two or three years subject to an annual review.

9. Planning – decisions, applications, enforcement and other issues

a) Tonbridge & Malling Borough Council decisions:

1. TM/07/01202/TNCA Collins Cottage, Upper Green Road, Shipbourne
Proposal: 35-40% reduction in canopy of existing Ash tree to front of property
TMBC Decision: No objection

b) Planning Applications:

In order of receipt. Declarations of interest as individually noted.

1. TM/07/01198/FL The Lodge, Stumble Hill, Shipbourne, TN11 9PB

Proposal: *Proposed double garage to replace existing single garage. Proposed chimney and proposed vertical tiling to gables.* Design and Access statement received.

View: "From the guidelines in the Shipbourne Design Statement, the council would prefer the front elevation of the proposed garage to be in sympathy with the elevations of the house – i.e. not hipped. Apart from that, the council has no objection"

2. TM/07/01493/FL Great Budds House, Mote Road, Shipbourne, TN11 9QD

Proposal: *Alterations to windows and doors in connection with internal alterations*

View: "No objection" (*Cllr Miles declared an interest in this application as owner and left the building during the discussion*).

3. TM/07/01128/FL Puttenden Manor, Shipbourne.

Proposal: *Change of use (retrospective) of land and buildings for the training of horses, and the construction of an alternative means of access from Puttenden Road.* Revisions to access road and gates and confirmation of domestic use only of timber stables

View: (already submitted): "Objection" as below

The proposed amendments to the above application make no material difference to the previously held view of Shipbourne Parish Council. The council *objects strongly to any commercial use of the site.*

The proposed change of use of the site (retrospective) to commercial use is contrary to all policies that apply to the above: Policy 3/5.3 states that within Areas of Outstanding Natural Beauty commercial development will not be permitted unless there is a proven national interest or lack of alternative sites

Commercial use of the site as outlined in red on the plan could harm significantly the amenities of the locality. Policy P4/11 of the TMBC Local Plan requires development to *not* harm the particular character and quality of the local environment and that wherever possible make a positive contribution towards enhancement of the area. Additionally, Policy 6.4 states that there should be no adverse impact on the local environment.

Commercial use of the site as outlined in red on the plan would damage the character and amenity of the established residential use. Policy P6/13/2 requires equine development to have no adverse impact on residential amenity due to smells, excessive noise, lighting, traffic generation and activity at unsocial hours. Additionally, Policy 6.4 states that there should be no adverse impact on amenity to residents.

The increase of traffic to serve this enlarged commercial enterprise outlined in red on the plan would have a detrimental and harmful effect on the ecology and adjoining land. Policy 6/12/6 states that full account should be taken of any nature conservation interests and wildlife habitats Policy 6/4 states that there should be no adverse impact on the local environment. Policy 3/5 also states that within Areas of Outstanding Natural Beauty priority will be given to conservation and enhancement of landscape and wildlife over other planning considerations.

All of these above points were enlarged upon and justified in the previous correspondence from the council.

Should Tonbridge & Malling Borough Council, contrary to all the above quoted policies, nevertheless grant permission for a commercial enterprise, Shipbourne Parish Council considers it material that the following conditions are applied:

1. That any permission granted is solely for *eventing* use of the site and livery associated with that use and that no other business of any nature whatsoever may be conducted from the site either now or in the future.
2. That permission is restricted on the site to the stabling of eight horses only for commercial equestrian use or livery (see reasons quoted by TMBC, 22 May1992).
3. That the giving of riding lessons is not permitted on the site: this was a condition of the previous permission for private use. Riding lessons generate traffic and noise and have an adverse impact on residential amenity (see above policies).
4. No outdoor lighting of the sand school / ménage whatsoever should be permitted after 6pm (normal business hours) in order to minimise light pollution (see policies above and new legislation), loss of amenity and wild-life habitat. Any lighting installation should not be visible from the neighbouring properties.
5. No waste is permitted to be burnt on site as this may have an adverse affect on residential amenity.
6. Planting of the hedges should be in line with nature conservation and the Kent Bio-diversity Action Plan and should be undertaken within one year of the removal.
7. That no trees are permitted to be removed along the Puttenden Road boundary of the property.
8. Permitted development rights for Puttenden Manor and Puttenden Manor Farm should be removed (see relevant policy) as this has already been exceeded.

4. TM/07/01601/FL 14 Upper Green lane, Shipbourne, TN11 9PW

Proposal: *End and rear extensions, amended design of porch extension to front, of Planning Consent TM/06/01727 (Two storey side and single storey rear extension)*

View: "No objection"

5. TM/07/01758/FL The Kentish Rifleman, Roughway, Tonbridge, TN11 9SN

Proposal: *Construction of new first floor level to existing ground floor to provide additional residential accommodation*

View: *(after discussion it was agreed to defer the response to this application until the Listed Building Application has been received).*

c) Enforcement and other planning issues:

The Meadows, Hildenborough Road: The council will continue to monitor the situation to ensure that all conditions of the original permission are met.

Puttenden Manor, Puttenden Road: Application TM/07/01128/FL will be reported to the June Area 2 Planning Committee of TMBC. Officers had recommended the granting of permission. The parish council had submitted detailed objections already but felt that it was important that a member spoke. Cllr Davis had been registered and the council discussed and agreed a format for its verbal comments.

Puttenden Manor, Puttenden Road: In response to an allegation of unauthorised lighting at the site, TMBC has informed the council that investigations have indicated that the lights appear to have been in place for more than ten years and are immune from any enforcement action to seek their removal.

The Clerk requested that the way planning applications were commented on during circulation was altered in order to provide a more positive view. It was agreed that in future the Planning Sub-Committee should form a view and councillors should agree or disagree

with that. Discussion between council members may then be necessary prior to a final view being formed. The Clerk would then submit this to TMBC.

10. Rights of Way

Alan Bristow had forwarded recent correspondence between the Rights of Way Group and KCC. More fingerposts were due to be erected. One was to sign the By-way from Claygate Lane to Reeds Lane. The council did not wish to encourage any motorised use of this track that in its view had assumed Bridle path status. Further comment had been received by the RoW Group on the lack of signage to the footpaths leading from the 'enclosed' section of the A227 on Fairlawne Hill. The council was happy for the RoW Group to continue to deal with these matters.

11. Village Hall

The Clerk reported that the Trustees of Shipbourne Village Hall had held their Annual General Meeting and that he would circulate a copy of the Annual Report and Accounts. A working group had been established to investigate the possibility of improving facilities at the hall, including upgrading the heating, lighting and decorations. The council welcomed this news as a positive step forward.

12. Correspondence (not circulated or dealt with elsewhere)

The Clerk distributed copies of 'The Code of Conduct: Guide for Members' and 'The Code of Conduct: Pocket Guide'. These were items produced by the Standards Board as guidance on the revised Model Code of Conduct. It was agreed to study these and discuss the future adoption of the new code at the July meeting.

Mr. Jon Austin, the landlord of The Kentish Rifleman, had sent the council a copy of a letter he sent to Plaxtol PC correcting the views expressed in the Plaxtol Herald that there had been adequate water supplies during the recent fire at the public house and that hydrants were regularly inspected. Shipbourne Parish Council is aware of the poor record of hydrant inspections and their maintenance and has contacted the Water Services Office of Kent Fire Brigade to attempt to ensure that regular inspections are carried out to the hydrants in the parish.

13. Any Other Business

As agreed last month, the council discussed Cllr Lee's concerns over the use of email. Beginning the discussion, Cllr Lee said she felt that email should be used for urgent communication only and that the majority of documents for circulation should be via the 'envelope' as this included Cllr Sargent who did not have email. Cllr Sargent said that she felt that the information contained in many of the emails that had been sent to her during the previous month (she had received printed copies) could have waited and could have been brought to the table at the meeting. The Clerk said this was inefficient and much correspondence was now being provided by TMBC, KCC and other bodies by email and by links to websites. It was a preferred and low cost way of communication that avoided printing out paperwork. Cllr Davis asked Cllr Sargent whether she would consider receiving a personal computer to enable her to be contactable by email. Cllr Sargent declined. Cllr Davis added that email was part of modern communications and Cllrs Beadle and Cohen agreed. The Chairman said that while emails had been used in some number at the beginning of the month they were currently at an acceptable level. It was agreed to continue using email and senders should deliver printed copies of relevant

correspondence to Cllr Sargent who would respond if necessary by telephoning other councillors and the Clerk. It was also agreed to try and limit information communicated by email on the day of a meeting as some councillors were not always able to check emails prior to attending.

Following the invitation from the local area of Kent Association of Parish Councils asking for representation for committee nomination, Cllr Davis said the council should consider membership of such bodies as there may be common ground on some issues. He agreed to investigate the invitation further and report back.

Cllr Cohen said that she had been chasing the quotation for the village sign and it was expected shortly.

The meeting concluded at 9.50pm

Signed: _____ (Chairman)

Dated: _____

Future dates for parish council meetings are: 16th July, 3rd September, 8th October, 12th November, 10th December, 14th January 2008, 11th February, 10th March and 14th April.