

## SHIPBOURNE PARISH COUNCIL

Mrs. L. Goldsmith (Clerk)  
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### Minutes of a Meeting held in the Village Hall on Monday, 15 March 2010 at 7.30 p.m.

PRESENT: Mr. M. Miles (in the Chair)  
Mrs. L. Cohen, Mr. S. Davies, Mr. J. Raven, Miss L. Sargent, Mr. J. Sheldrick,  
Mr. N. Tyler

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

The Chairman welcomed everybody to the Meeting and asked Councillors to introduce themselves.

1. **APOLOGIES**

An apology was received from Borough Councillor Mr. T. Sayer.

2. **APPOINTMENT OF PARISH CLERK** (Minute 3.6 SPC/02/10)

The appointment of Mrs. Louise Goldsmith as the Parish Clerk was formally accepted.

3. **MINUTES**

The Minutes of the Meeting held on 15 February 2010, Reference SPC/02/10, previously circulated, were approved, subject to the following amendments:-

*Page 1 – Item 3.2 should read : “ the chairman read a report dated 1February prepared by Mrs. Cohen.....(appendix 1)”. Report to be appended to February Minutes SPC/02/10.*

*Page 4 – item 3.6 to add: Members formally thanked Yolanda Tredoux for all her hard work as Parish Clerk.*

4. **MATTERS ARISING**

*Mr. Sheldrick expressed a personal interest and left the Meeting.*

4.1 “Green space” outside Wightwicks Row (Minute 3.1 SPC/02/10)

Discussions with KHS have not established ownership of this land.

*RESOLVED : The Clerk to investigate the process for adoption by the Parish Council of this piece of land and to investigate further the ownership.*

4.2 Public Rights of Way – Proposed amendments to Public MR392(Part) (Minute 3.2 SPC/02/10)

Following correspondence with KCC the Clerk reported that as part of the next stage in the process a Public Path Diversion Order will shortly be released which will involve a 28 day public order consultation period. The Parish Council would need to submit any comments in writing within this timescale.

*RESOLVED : The Clerk to determine exact timescales for the Public Path Diversion Order and the 28 day consultation period. Mrs Cohen will meanwhile draft a response to be circulated and approved at the next Parish Council meeting and to include the opinions of the Village.*

*Mr. Sheldrick returned to the Meeting.*

4.3 Structure of Committees and Village Organisations (Minute 3.3 SPC/02/10)

Mr Miles reported on communication with Mr Bristow and that plans were underway to arrange both an Emergency Plan Meeting and a separate ROW meeting.

*RESOLVED : Mr Miles to arrange dates and a venue for an Emergency Plan Meeting and a separate ROW meeting.*

4.4 War Memorial (Minute 3.4 SPC/02/10)

Miss Sargent advised the Members that an article had been in the local newspaper about the inclusion of the soldier's name on the War Memorial. Miss Sargent also reported that quotes for both the cleaning and engraving of the War Memorial were expected soon and that it may be possible to get a Grant to pay for this work. Miss Sargent also reported that English Heritage had advised that the War Memorial is not a listed building.

*RESOLVED : Miss Sargent to obtain quotes for the cleaning and engraving of the War Memorial and to investigate the possibility of the Clerk applying for a Grant to fund this work.*

4.5 Telephone box & street lights (Minute 3.5 SPC/02/10)

Miss Sargent would continue with arrangements to set up a working party in the Spring.

5. **Questions from public**

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

6. **COMMITTEE AND OFFICER REPORTS**

6.1 Report from Chairman

There was no report from the Chairman

6.2 Report from Councillors

Mr Sheldrick advised that he and Miss Sargent had attended a further site Meeting with the Highways Drainage Inspector to discuss problems with flooding in Hildenborough Road and on the A227. He reported that the Inspector had accepted the problems with drainage and would resolve to undertake some survey work soon.

6.3 Report from Clerk

There was no report from the Clerk.

7. **PLANNING**

7.1 **Planning Applications for consideration.**

7.1.1. TM/10/00281/FL – Fairhill, Riding Lane, Hildenborough

Extension to existing garage/staff flat to provide a ground floor kitchen and additional bedroom above.

*Resolved: That the following recommendation be sent:*

*“The Parish Council is unable to make a formal decision regarding this further increase in size based on the information provided. Further clarification and a site visit to ascertain the landscape impact, mass and scale of the proposed extension may aid a decision”.*

*Conditions: If permission is granted before the Parish Council is able to view the site Shipbourne Parish Council (SPC) expect any conditions imposed by TMBC on the previous application for the garage and staff flat to be applied to this application.*

*In particular, there should be a condition that the garage building with staff accommodation is ancillary to the house known as Fairhill.*

*Sustainability: In addition, TMBC Local Development Framework, Core Strategy (September 2007) seeks to ensure that new development is achieved with the principles of sustainability and with this in mind SPC would like a condition imposed that the design demonstrates minimal energy consumption, optimal use of renewable energy sources, and use of sustainable construction techniques.*

*This may include incorporating double glazing, discretely sited solar panels, rainwater storage facilities and highest levels of insulation throughout the design and construction. Please see 'Kent Design' and Shipbourne Village Design Statement (2002), page 11, 'Sustainability' (both adopted as Supplementary Planning Guidance)*

8. **ACCOUNTS FOR PAYMENT**

Payments in respect of cheque number 100411 to 100412 were approved and receipt numbers 011 & 012 were noted. A letter authorizing 'change of contact details' for The Clerk was approved and signed.

9. **INFORMATION REPORT**

The information report was noted.

10. **DATE OF NEXT MEETING**

12 April 2010.

The Meeting closed at 20.45 p.m.