

## SHIPBOURNE PARISH COUNCIL

Mrs. Y. Tredoux (Clerk)  
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### Minutes of a Meeting held in the Village Hall on Monday, 9 November 2009 at 7.30 p.m.

PRESENT: Mr. M. Miles (in the Chair)  
Mrs. L. Cohen, Mr. S. Davis [arrived 7.45 p.m.], Mr. J. Raven,  
Miss L. Sargent, Mr. J. Sheldrick, Mr. M. Tyler

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

*Police Community Support Officer, Mark Thomas introduced himself as the new PCSO for Shipbourne, Ightham and Borough Green and was pleased to report that no incidents had been reported in Shipbourne since 1 October 2009. PSCO Thomas welcomed all residents to attend the regular Police Surgeries held at the Farmers' Market. Any speeding issues should be reported to Kent Highway Services in the first instance. [PCSO Thomas left the Meeting.]*

#### 1. **APOLOGIES**

An apology from Borough Councillor Mrs. Sue Murray was received.

#### 2. **MINUTES**

The Minutes of the Meeting held on 12 October 2009, Reference No SPC/09/09, previously circulated, were approved.

#### 3. **MATTERS ARISING**

##### 3.1 "Green space" outside Wightwicks Row (Minute 3.1 SPC/09/09)

The Clerk had made enquiries to the Liaison Officer at KHS who advised that it could take up to three months for this information to become available.

##### 3.2 Bank arrangements for signing cheques (Minute 3.2 SPC/09/09)

The bank mandate is now complete.

##### 3.3 Churchyard Maintenance & Footpath (Minute 3.3 SPC/09/09)

A reply from the PCC is awaited and the Clerk was instructed to remind the PCC accordingly. It was agreed that a Meeting with representatives from the PCC to discuss the general appearance of the Churchyard, might be useful.

##### 3.4 Highways – Claygate Lane (Minute 3.4 SPC/09/09)

KHS have been asked to place a higher priority on these works.

##### 3.5 Public Rights of Way – Proposed amendments to Public Footpaths MR347, MR350, MR391, MR392 and MR393 (Minute 3.5 SPC/09/09)

*It was agreed that this item be discussed later during the Meeting.*

#### 4. **Questions from public**

Mr. Godfrey Haslehurst, Member of the Shipbourne Rights of Way Group (ROW), other Members of the ROW Group and representatives from the Rambler's Association had attended a Meeting with Kent County Council on 26 October. Mr. Haslehurst attended this Meeting to express his personal views on the proposed footpath amendments. Mr. Haslehurst said that the ROW Group did an amazing job and had a 'serious' amount of Public Rights of Way experience between the Members.

Mr. Haslehurst did not agree with some of the ROW Group's comments on certain proposals, but shared Mr. Alan Bristow's disappointment at the Parish Council's inability to support to the recommendation put forward by the ROW Group.

## 5. COMMITTEE AND OFFICER REPORTS

### 5.1 Report from Clerk

*Kent International Gateway (Junction 8 of the M20)* – An email from Kent Association of Local Councils was noted. Parish Councils are urged to support the Joint Parish Group (14 Parish Council), who are fighting the building of this huge international freight/rail warehouse application. *Councillors asked for more detailed information regarding this proposal to be considered at the next Meeting.*

*Kent County Council Subsidised Local Bus Services* – The Local Bus Manager at KCC advised that the re-tendering process of local bus services would commence this month. It is hoped that existing levels of services could be maintained where possible, but the outcome would depend on the results of the tenders and the KCC budget settlement for next year. Tenders would be issued in February 2010. This will affect the 222 service from Wrotham to Tonbridge.

*Hildenborough Road* – County Councillor, Mrs. Valerie Dagger advised the Clerk that she had attended a site visit with representatives from KHS to find a solution to the problems with the surface of this road. During the site inspection, KHS revealed that the structure below the road surface had shifter at a particular location and urgent remedial work would be carried out. Resurfacing of this road would be included in the 2012 work list.

*Fairlawne Estate* – The Estate Manager asked that any problems observed on land owned by the Estate, be reported directly to him as soon as possible.

*The Green, Dunks Green* – A letter from the Publican at The Kentish Rifleman dated 29 October confirming that the benches had been removed, was noted. Mr. Austin asked the Council to consider positioning benches on the Green. This would, in his opinion, enhance the appearance of the Green. A suggestion to trim the hedge by at least 3 feet, was also noted. *It was agreed to consider these suggestions at the next Meeting.*

## 6. PLANNING

### 6.1 Planning Applications for consideration.

#### 6.1.1 TM/09/02021/FL – 5 New Cottages, Upper Green Road, Shipbourne

Single storey side extension, rear conservatory, installation of satellite dish on chimney.

*(Amended plans – removal of solar panels and amendments to single storey side extension).*

*It was agreed that the following representation be sent:*

Shipbourne Parish Council (SPC) does not object to the proposed reduced side extension set back from the façade of 5 New Cottages as shown on the amended plans. SPC is pleased to note that the solar panels on the roof fronting the highway are no longer part of the proposal and trust that no satellite dish (not mentioned on this application) is intended to be erected to the front of the property. The conservatory to the rear of the property seems to be disproportionate in size but SPC has no objection to a conservatory in principle. SPC objects to the parking area to the front of the property. Frontages and front gardens are an important element in preserving character. Please see Shipbourne Design Statement page 27.2; page 29.7; page 25 and Planning Policies as previously quoted. 5 New Cottages on Upper Green Road is a rural village location and the suburban treatment of frontages is not desirable. If permission is granted then SPC requests that TMBC impose Conditions such as those listed in and accepted as Supplementary Planning Guidance of the Shipbourne Design Statement and itemised in the Permitted Development in Conservation Areas, PPG15, 4.2.1 and 4.2.2

Conditions SPC would like to see are:

That new doors and windows, soffits and frames, and any of those replaced, are in timber which is a traditional and sustainable material. The finish to be painted and not stained finish.

That all brick match the original in material, colour and bond, that roofing tiles match the original in material (i.e. clay not concrete) and colour, no satellite dish or solar panels should be visible from the highway, that boundary treatments remain unaltered, that parking is restricted to the current driveway.

Design Note: Shipbourne Parish Council are sorry to see that the attractive original recessed period porches have been enclosed in New Cottages. Whilst we understand the wish for additional space and insulation, the original open porches are a feature of the property which, if not retained, should be adapted sympathetically. Not all of them have been but the fitting of good quality timber frames and front doors in the original vernacular style would help to preserve the period feel of these Victorian cottages.

## 6.2 **Decisions from TMBC:**

### 6.2.1 TM/09/02204/TNCA – The Coach House, Upper Green Road, Shipbourne

Remove two conifers and one cherry and replace with more appropriate species – *GRANTED*.

## 7. **STRUCTURE OF COMMITTEES AND VILLAGE ORGANISATIONS**

Following receipt of several letters from the ROW Group Chairman, Mr. Alan Bristow expressing his dissatisfaction with the current informal arrangements between the Parish Council and the two Groups, the Council re-evaluated the link between the Parish Council and the ROW and Emergency Groups. Mr. Bristow criticised the Parish Council for not taking more interest in the written report produced by the ROW Group on the proposed amendments to various Public Rights of Way. Councillors commended the ROW Group's efforts on the work they do with keeping the footpaths and bridleways in an excellent condition for many walkers to enjoy, however, some Members felt that, under the present circumstances, the informal agreement could not continue as the Parish Council was unable to extend the level of co-operation which Mr. Bristow insisted upon.

The Clerk reminded the Council that neither of these two Groups met the criteria to be official Parish Council Committees (as per the Clerk's report dated November 2008). A Parish Council Committee must consist of at least three Parish Councillors and the Chairman of the Committee must be a Councillor. Some Councillors felt that the ROW Group in particular, could probably continue as a "Village Group", and as such, might be in a more favourable position to extend their remit to other parts of the path network not only in the Parish of Shipbourne, opposed to a Committee of the Council, which might be limited to support paths only within the village envelope. Members of the ROW and Emergency Groups are very welcome to attend Parish Council Meetings to contribute to any matters they were interested in.

*RESOLVED: That informal arrangements with the ROW and Emergency Groups terminate with immediate effect. The Groups to be advised accordingly. Current details on the Parish Council website connecting the Groups with the Parish Council, would be amended.*

## 8. **BTCV – KENT HERITAGE TREES PROJECT**

BTCV advised that they are applying for funding for this project, but as part of the grant application process, they should be able to provide evidence that local people support the project. The Parish Council was invited to complete a questionnaire

*RESOLVED: The Council would support this project. Mrs. Cohen to complete the questionnaire.*

## 9. **KENT POLICE SURVEY**

Comments to the survey were discussed. *The Clerk would complete the survey on behalf of the Council.*

10. **PARISH PARTNERSHIP PANEL – SESSION FOR PARISH COUNCILS RE PROBITY IN PLANNING**  
An invitation to attend an awareness session for Parish Councils on Wednesday, 25 November 2009 was noted.
11. **TEMPORARY ROAD CLOSURE – RIDING LANE, HILDENBOROUGH**  
Riding Lane would be closed for a week from Monday, 7 December from 1 Gardeners Hope Cottages to allow works for a connection to a mains sewer. *This would be reported in the Newsletter.*
12. **MANAGING DEVELOPMENT AND THE ENVIRONMENT DPD – EXAMINATION PROPOSED CHANGES**  
TMBC advised that they were putting forward a number of proposed changes to the Development Plan Document as submitted to the Secretary of State at the end of July. These were mainly due to various representations received.
13. **TMBC – CELEBRATING THE FIRST 10 YEARS OF THE NEW MILLENNIUM**  
The Parish Council was invited to help with providing material for a project by TMBC whereby they include as much pictorial and audio memories of events in all the villages and towns in the borough from 2000 – 2010. *It was felt that Mr. Frank Chapman would probably be the best person who could supply this information. It would also be included in the Newsletter.*
14. **ACTION WITH COMMUNITIES IN RURAL KENT**  
The newly appointed Rural Officer for Action with Communities in Rural Kent would like to meet Councillors to discuss the needs and concerns of the Community, with a view to prepare a Parish Plan. *It was agreed to invite the Officer to a future Parish Council Meeting to give a 10 minute presentation. A copy of the Village Design Statement would be supplied to the Officer.*
15. **REMEMBRANCE DAY – REQUEST FOR DONATION TOWARDS WREATH**  
*A financial contribution of £25 to the British Legion for the making of the wreath was approved.*
16. **ACCOUNTS FOR PAYMENT**  
Payments in respect of cheque numbers 100392 – 100394 was approved and a receipt no 006 was noted.
17. **INFORMATION REPORT**  
The information report was noted.
18. **DATE OF NEXT MEETING**  
7 December 2009.

21.07 p.m. *Mr. Sheldrick left the Meeting.*

See Item 3.5

- 3.5 Public Rights of Way – Proposed amendments to Public Footpaths MR347, MR350, MR391, MR392 and MR393 (Minute 3.5 SPC/09/09)

Mrs. Cohen and Miss Sargent, other interested parties and the landowner had attended a site Meeting with Kent County Council's Public Rights of Way (PROW) Officer on 19 October. Mrs. Cohen thought it was a constructive Meeting. Members noted correspondence dated 14, 15, 20, 26 & 28 October from Mr. Bristow.

The Clerk circulated information received at 4.00 p.m. on 9 November from the PROW Officer. This brief was for information purposes only, outlining some of the main points discussed at the site Meeting. The final decision was awaited.

Mr. Miles drew attention to the Parish Council's response to KCC, in particular regarding footpath MR392, and felt that the Council might want to review the reasons submitted, i.e. the original path having better long distance views of the Church. Mr. Miles thought that better views of the Church were possible from the proposed alternative path, but this would depend on the height of the new trees. Members thought that the original response should not be altered now, but the Council might consider this at a later stage.

A copy of an email was received as information only from a Member of the ROW Group informing that a tree had fallen across Footpath MR597.

#### Reports from Councillors

Mr. Tyler asked if Fairlawne Estate could be reminded that the blocked drain at New Cottages, Upper Green Road, had not been cleared yet.

Mr. Tyler asked if the knotweed growing on the verge along Hildenborough Road could be reported to KHS.

The Meeting closed at 21.35 p.m.