



BOXLEY PARISH COUNCIL

www.boxleyparishcouncil.org.uk

Clerk – Mrs Pauline Bowdery
Assistant Clerk – Mrs Melanie Fooks
Tel – 01634 861237

E-mail – bowdery@boxleyparishcouncil.org.uk

Beechen Hall
Wildfell Close
Walderslade
Chatham
Kent ME5 9RU

6 October 2014

To All Members of the Council, press and public.

There will be a meeting of the **Environment Committee** on **Monday 13 October 2014** at **Beechen Hall, Wildfell Close, Walderslade** commencing at 7.30 pm when it is proposed to transact the following business:

1. **Apologies and absences** (7.30)
To receive and accept apologies for absence.
2. **Declaration of Interests, dispensations, predetermination or Lobbying** (7.31)
Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to the Clerk.
3. **Minutes of the Meetings of 13 September 2014** (7.32)
To consider the minutes of the meetings (previous circulated) and if in order to sign as a true record.
4. **Matters Arising From Minutes** (7.34)
 - 4.1 Minute 2684/4.1 Part-night lighting. County Councillor Paul Carter has responded see report (page 3).
 - 4.2 Minute 2685/9.1 Speed Limit Walderslade Woods Road. Response from KCC&T received see report (page 3).
 - 4.3 Minute 2686/10.2 Retention of planning applications. Members requested the office to investigate the retention rules for Maidstone Borough Council. Awaiting response from MBC.
 - 4.4 Minute 2686/9.2 Bus route 130. This matter is still being investigated by KCC, Medway and the bus company.
 - 4.5 Minute 2686/10.3 Planning Rota see list (page 3-5), copy enclosed for participating members.

To adjourn to allow members of the public to address the meeting (7.42)

5. **Planning Applications and Appeals for Consideration** (7.50)
See attached list (pages 4-5). For decision.
6. **Planning Decisions, Appeals and Appeals Decisions** (7.58)
To receive details of information received.
7. **Volunteer Groups** (7.59)
To receive any reports from volunteer groups associated with the parish council. For information.
 - 7.1 Friends of Boxley Warren information (page 5).
8. **Highways and Byways** (8.05)
 - 8.1 Land to side of 15 Goldstone Walk see report (page 5 & enclosure).

8.2 Parish & Town Council Seminar with KCCH&T to consider attendance see report (page 5).

9. **Policy and procedures review** (8.16)
To consider need for a policy on funding services e.g. shrub maintenance cut by principle councils see report (page 5).
10. **KCC consultation on Community Warden Scheme** (8.20)
See report (pages 6-7).
11. **Draft Budget 2015/2016** (8.27)
To consider the draft budget (pages 8-9).
12. **Matters for information** (8.35)
To consider any received.
13. **Next Meeting** (8.36)
Next full environment meeting 6 October 2014 at Beechen Hall commencing at 7.30 p.m. Items for the agenda must be with the parish office no later than 3 September 2014.

In view of the confidential nature (personal details and data) on the Enforcement item about to be transacted, it is advisable that the public and press will be excluded from the meeting for the duration of or part of the item.

14. **Enforcement and Section 106 updates from MBC** (8.36)
To consider, if any received, confidential updates. Members are asked to consider the removal of this item from the agenda until information has been received. This will then be reported at the next available meeting.

Pauline Bowdery

Pauline Bowdery
Clerk to Boxley Parish Council.

In accordance with policy the meeting should close no later than 9.30 pm but the Chairman has devolved powers to extend it by 30 minutes.

Items to be returned to agenda:

Dec 2014 Minute 2600/10.4 PROW Round Wood Valley, review the request to KCC PROW for it to be made a PROW. Minute 2639/4.1 Grovewood Drive North crossing improvements.

REPORTS ATTACHED TO ENVIRONMENT COMMITTEE AGENDA 13 October 2014.

Members are reminded that the Chairman will assume that these papers have been read prior to the meeting.

Item 4.1 Part-night lighting. *Purpose of report: Information.*

Response from County Councillor Paul Carter.

"Thank you for your email dated 27 August 2014 concerning the recent changes to street lighting being implemented across Kent.

We started converting approximately 70,000 street lights to part night operation in December 2013 and we are almost complete. The impact of the scheme is being monitored in close liaison with the police whom monitor crime, anti-social behaviour as well as road traffic crashes.

The impact on crime is of concern to many people and since starting the project we have met regularly and exclusively with the Crime Reduction Team at Police HQ, whom have managed input from other police divisions in the county. By adopting the approach we have been able to ensure that communications involving KCC and the police remains consistent. We have been made aware through media and other anecdotal reports that crime has increased but the most recent advice received from the police is that it is too early to tell if the changes to part night lighting is having an impact on reported crime and anti-social behaviour.

In respect of road traffic crashes, KCC has been meeting the police regularly for many years to review the serious and fatal crashes that occur on the highway network which includes all roads whether lit or unlit. The purpose of this is specifically to establish if the highway or any of its features was a contributory factor in a crash.

As the Highway Authority, KCC has a duty to manage its network effectively and this process ensures that all roads are subject to ongoing monitoring. Having knowledge of changing circumstances on the network allows us to prioritise our work and budgets. If we find that provision of street lighting in an unlit area or restoring all night lighting in areas of part night operation may provide suitable mitigation, it may be installed.

I trust that this is sufficient for you to report back to the committee."

Item 4.2 Speed Limit Walderslade Woods Road. *Purpose of report: Information and guidance.*

Response from KCCH&T on whether monitoring was undertaken after the islands were installed was *"nothing formal only some site observations following the works."* The Clerk has investigated the paperwork from the original works and the wording was that the speed limit would be reviewed after a settling in period. *Clerk's comment: it is highly unlikely that KCCH&T will move from its stance about someone else funding the work. County Councillor Carter could be approached to pay for it from his devolved budget.*

Item 4.5 Rota for Boxley Parish Council Representation 2014/15. *Purpose of report: Information and agreement.*

Maidstone Borough Council Planning Committee.
Rota for Boxley Parish Council Representation 2014/15

Date	Attendee
2014	
16-Oct	Paul Dengate
06-Nov	Ivor Davies
27-Nov	Martin Hinchliffe
18-Dec	Bob Hinder
2015	
15-Jan	Pat Brooks
05-Feb	Dennis Hollands
26-Feb	Wendy Hinder
19-Mar	Paul Dengate
16-Apr	Ivor Davies
No other dates yet available	
	Martin Hinchliffe
	Bob Hinder
	Pat Brooks
	Dennis Hollands
	Wendy Hinder

Members are reminded that if they are unable to attend their allocated meeting then they should contact the next person on the list to see if a swap can be made. If members are concerned about walking in Maidstone after dark then the parish council has made provision for a taxi to be used. Please contact the parish office for more details.

Item 5 Planning Applications. *Purpose of report:* To consider planning applications. Members' are reminded to consider possible section 106 requests or to suggest any conditions.

Clerk's update on paper planning applications. MBC will continue to supply paper planning applications until they have finished an individual review of parish councils to see what their 'needs' are. When I inquired whether this meant that some funds would be forthcoming to upgrade or supply equipment I was informed that there are no funds. Being slightly confused by this and the whole conversation I issued an invitation for any planning officer to come to a meeting to see the venues that are used and also to witness how electronic viewing of plans actually worked. No timetable for reviewing individual parishes is yet in place.

14/500168/TPO. Fell Ash Tree at 30 Spenlow Drive, Walderslade. To ratify Clerk's response, after obtaining a majority view from members, to change the decision to mirror that of the Landscape Officer *Do not wish to object. A replacement tree planted elsewhere on the plot was suggested.*

14/503126/TPO. TPO No. 1 of 1969: An application for consent to crown lift one Field Maple and one Hornbeam to 2.5m above ground level and one Oak to 4m above ground level; to crown thin one Beech by 15% and reduce long lateral branch by a maximum of 2.5m; to crown reduce two Hornbeams by 10% each and reshape (1m top and 0.5m sides); to reduce height of one Ash by 2m; to fell one Hornbeam; to reduce the two lowest branches of one Oak by a maximum of 2.5m each and to trim mixed hedging to the rear at 14 Round Wood Close, Walderslade, Kent, ME5 9UL. *Deadline: 16 October 2014*

14/503318/TPO/JAMO. TPO No. 13 of 1981: An application to reduce the crown height to a minimum of 18.4 metres and reduce the crown spread to a minimum of 4 metres

radius 1 No. Oak tree referred to a T21 on the order, also reduce the crown height to a minimum of 17 metres and crown spread to a minimum of 4 metres radius 1 No. Oak tree referred to as T32 on the order at 49 Bargrove Road, Maidstone, Kent, ME14 5RT. *Deadline: 23 October 2014*

14/502439/FULL/MAHA. Proposed car park for KIMS staff, together with associated landscaping at Land North of Newnham Court Shopping Village, Bearsted Road, Weaving, Kent, ME14 5LH. *Deadline: 21 October 2014*

14/503661/FULL/KEHO. Erection of new 2m high paladin mesh fence and a pair of 9m wide paladin gates to part of the property at Bournes Removals, Unit C, Forstal Trading Estate, St Michael's Close, Aylesford, Kent. *Deadline: 21 October 2014*

Medway Council application – do members wish to become involved?

MC/14/2914

Location: Rochester Airport.

Proposal: Formation of a lit paved runway with parallel grass runway, formation of grassed bund, re-siting of helipad's, erection of two hangers, a hub building with control tower and associated building, erection of fencing and gates, formation of associated car parking areas, fuel tank enclosure, family viewing area and a memorial garden (detailed submission) plus demolition of a range of structures and removal of portable structures and identification of future development site (outline submission). *Deadline 23/10/14.*

Item 7.1 Friends of Boxley Warren information. *Purpose of report: Information.*

The following information has been received. *"At mid- day today, Thursday 2nd October, behind the service station on Blue Bell Hill which leads to NORTH DOWNS WAY, AONB and SSSI BOXLEY WARREN. Two males were prevented from taking two illegal gas motor bikes along the restricted byway. S59 advice was given against taking the vehicles anywhere which is not an organised event or they will be seized".*

Item 8 Highways and Byeways. *Purpose of report: Information/consideration.*

- 8.1 Land to side of 15 Goldstone Walk. To consider a resident's letter about approaching KCC to purchase the land. The parish council's policy and a copy of the letter is enclosed for members of the committee but is also available to other members on request.
- 8.2 Parish & Town Council Seminar with KCCH&T. Arranged for Wed 19 November 2014 9.00 – 1.00 at Russell Hotel, Boxley Road, Maidstone.

Item 9 Policy and procedures review. *Purpose of report: Information/decision.*

In view of County Councillor Carter's response (submitted to 6 October 2014 Parish Council meeting) regarding the lack of funding for any additional shrub maintenance at Walderslade members are being given the opportunity to discuss the implications and whether the parish council should become financially involved.

Clerk's note. It is suggested that the Environment Committee should consider whether it will react ad-hoc to situations or whether it wishes to consider a forward planning procedure which will include identifying priorities. In view of the financial implications it is considered that the Parish Council & F&GP Committee should be involved in any proposal to undertake future financial liability by providing services that have been cut by principal authorities.

Item 10 KCC consultation on Community Warden Scheme <i>Purpose of report:</i> Information/decision.

From Terry Martin, County Secretary, Kent Association of Local Councils.

“Dear Member Councils

Some of you may have already picked up that KCC issued a consultation on Community Wardens yesterday. **The closing date for comments is 9 November.** The consultation responses will then be presented to KCC’s Transport and Environment Cabinet Committee on 5 December 2014. The consultation document is attached and the KCC press release can be viewed at <http://consultations.kent.gov.uk/consult.ti/CommunityWardens/consultationHome>.

Community Wardens play an important role in local communities and work closely with Local Councils. We would therefore encourage you to consider the consultation proposals and respond direct to KCC. Please copy us in on your response. The KALC Executive Committee will consider the consultation document at its next meeting on 11 October. The consultation document states that “No formal decisions have been taken and your views will be instrumental in the final decision taken by council members.”

The consultation sets out how KCC propose to save money (they need to save £1.28m) and address the geographic reach of the Community Warden Service. KCC propose changing the way the service is delivered with less staff, less focus on geographic boundaries and less process and admin and believe it is the best way to meet the needs of as many people in Kent as possible and delivers financial savings.

KCC’s preferred model which is set out in the consultation document is:

- ☐ *Warden services will still be delivered in existing parishes;*
- ☐ *Partnership working with Neighbourhood Policing Teams and district Community safety Units will be maintained and enhanced;*
- ☐ *The flexibility to better identify and respond to issues in specific communities*

The new proposal does mean a reduction in posts:

- ☐ *Area manager posts: from 3 to 2*
- ☐ *Administration posts from 4 to 1*
- ☐ *Supervisor posts from 12 to 6*
- ☐ *Wardens from 79 to 40*

Information from KCC consultation document. The Community Warden Service was established in 2002 to help make Kent’s communities safer places in which to live, work and play. Community Wardens are accredited by Kent Police under the Community Safety Accreditation Scheme (CSAS). They:

- tackle low-level crime and antisocial behaviour
- can control traffic
- are a reassuring uniformed presence
- promote community solidarity and encourage communities and neighbourhoods to work together to identify and solve problems
- work closely with Kent Police, local authorities and other professional agencies
- talk with local residents, offering information and advice
- take part in local community activities.

In the past three years we have adapted the service, to make it more flexible. We have the freedom to better deploy Wardens where they are needed most. This approach has increased the overall coverage of the Community Warden Service across Kent.

Despite the improvements we have made since 2011, there are still communities in Kent that do not benefit from our Community Warden service *Clerk's note: Boxley Parish being one*. We also need to make considerable savings. Every council in England is responding to reduced funding from central government and in the case of the Community Warden Service, we must save £1.28m from April 2015.

The **Consultation Document** sets out how we propose to both save money and address the geographic reach of the service. In short, we propose changing the way the service is delivered, so that less staff can better meet the needs of more of Kent's communities:

- less focus on geographic boundaries, so that wardens can be quickly and easily deployed to where they're needed most
- less processes and admin, so that team leaders and area managers can get more hands on, working closely with districts and professional agencies to better understand and respond to the community safety needs of specific communities.

Consultation questions.

These are in a Yes/No format. Possible response is shown but ?? indicates that members' views are sought.

Do you / have you received a service from Kent County Council Community Wardens?

No

Do you support the proposal as set out in the Consultation Document?

?? Yes/No

Do you support the proposal for less focus on geographic boundaries, so that Wardens can be quickly and easily deployed to where they're needed most?

?? Yes/No

If there are any other options that you would like to be considered, please provide details:

??

If these proposals were implemented, what could be the impact upon you / your organisation?

Boxley Parish Council has not received permanent warden coverage. At a Royal Visit in 2012 it received excellent support from community wardens who made a valuable contribution to the day.

If you would like to make any other comments regarding this proposal please use this box:

??

In the future, do you think volunteers could be used to supplement the Community Warden Service (a service similar to Special Constables)?

??

Item 11 Draft Budget 2015/2016. Purpose of report: Decision.

Environment Committee Budget 2015/2016

1516Env -
02/10/2014

INCOME

Ref.	Description	Code	Budget 2014/15	Forecast income to 31/03/15
	Drawn from reserves or precept		2,920	2,452
Total			2,920	2,452

EXPENDITURE

Ref.	Description	Code	Budget 2014/15	Forecast income to 31/03/15
3.1	Coach tour	30	0	0
3.2	Street maintenance	109	2,500	2,152
3.3	Roundabout maintenance	108	420	300
Total			2,920	2,452

%
increase

2.8

Forecast budgets

Budget 2015/16	Budget 2016/17	Budget 2017/18	Budget 2018/19

Budget 2015/16	Budget 2016/17	Budget 2017/18	Beget 2018/19
375	380	0	385
2,500	2,500	2,500	2,500
308	315	321	327
2,808	2,815	2,821	3,212

Priority

Important
Desirable
Desirable

Supporting information and forecast plan.

As the Parish Council has Power of Competency it could, if the RFO wished, remove the legislation section of this document. However this information will prove valuable to the Assistant Clerk during her training and so it is being retained.

Budgets are classified, by the RFO and committee, with a 'rating'; Essential (also shown with a black code box with white writing), Important and desirable. Essential is normally expenditure required by legislation or expenditure that if stopped will have unacceptable impact on the parish council or its services.

3.1	LGA 1972 s 150	Coach Tour. On average takes place every two years. Generally in May later if an election year. Due to Local Plan issues extra tour might be needed 2015/16
3.2	Various (Parish C Act 1957, s1:RTR Act 1984 s72 etc.)	Street maintenance including barriers, signs, litter etc. Env. Committee has an agreed policy/procedure/projects for allocating the budget. No budget to be spent without these being followed.
3.3	Various (Parish C Act 1957, s1:RTR Act 1984 s72 etc.)	Round Wood roundabout maintenance