



BOXLEY PARISH COUNCIL
www.boxleyparishcouncil.org.uk

Beechen Hall, Wildfell Close, Walderslade, Chatham, Kent. ME5 9RU
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Clerk Mrs Pauline Bowdery **Assistant Clerk** Mrs Melanie Fooks

A G E N D A

To All Members of the Council, Press and Public

There will be a meeting of the **Environment Committee** on **Monday 9 November 2015 at Beechen Hall, Wildfell Close, Walderslade**, commencing at 7:30pm 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 5th and 12th October 2015 - DECISION** (7:32)
To consider the minutes of the meeting and if in order to sign as a true record (previously circulated).
- 4 **Matters Arising from the Minutes - INFORMATION** (7:34)
 - 4.1 Minute 2799/4.1 Bike barrier at Fitzwilliam Rd/Camomile Drive. The investigation report from KCC H.W&T is awaited and has been chased. The report will indicate the cost of purchasing and erecting a barrier. County Councillor Carter has been approached about contributing towards the cost.
 - 4.2 Minute 2799/4.2 Advertising boards at Roundwood roundabout. These were reported to MBC Planning Department and a response is awaited.
 - 4.3 Minute 2799/4.3 HGV parking on roads. The issue will be a motion for debate at the KALC AGM on 21 November 2015.
 - 4.4 Minute 2800/7.3 Redundant utility boxes on verges see report (page 3).
 - 4.5 Minute 2800/7.4 Experimental Traffic Order, Sandling Road, Chatham see report (page 3).
 - 4.6 Minute 2800/7.5 Installation of hard standing/apron at Boxley Road noticeboard. Work to be undertaken.
 - 4.7 Any other matters arising from the minutes not on the agenda.
- To adjourn to allow members of the public to address the meeting** (7:40)
- 5 **Planning Applications for Consideration - DECISION** (7:50)
To receive and decide on responses to planning applications (page 3).
- 6 **Planning Decisions, Appeals and Appeals Decisions - INFORMATION** (7:58)
To receive any updates.
- 7 **Highways and Byways - DECISION** (8:05)
To consider any issues.
 - 7.1 Weaving Street Speed Reduction see report (pages 3-4).

- 8 **Volunteer Groups - INFORMATION** (8:15)
To receive any reports from volunteer groups associated with the parish council.
- 9 **Policy and Procedures - REVIEW** (8:20)
Section 106 wish list see report (pages 5-9).
- 10 **Maidstone Local Plan** (8:21)
To consider any update.
11. **Matters for Information - INFORMATION** (8:45)
To receive any information.
12. **Draft Budget 2016/2017** (8:47)
Members are invited to submit projects for consideration for the draft budget see report (pages 9-10).
13. **Next Meeting** (8:52)
Next full environment meeting 9th November at Beechen Hall commencing at 7:30pm. Items for the agenda must be with the parish office no later than 5 October.
- 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** (8:53)
To receive a confidential update see enclosed.

Pauline Bowdery

Pauline Bowdery
Clerk to Boxley Parish Council

Date: 3 November 2015

In accordance with policy the meeting should close no later than 9:30pm but the Chairman has devolved powers to extend it by 30 minutes.

Items to be returned to agenda: Yelsted Lane request for Not Suitable for HGV signs Feb 2016. Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.

Supporting agenda papers for the Environment Committee Meeting 9 November 2015. The Chairman will assume that these have been read prior to the meeting. Councillors wishing to suggest changes to any policy or procedure document in this agenda should notify the office, in writing, at least three working days in advance of the meeting to allow details to be circulated at the meeting (or in advance if particularly contentious).

Item 4 Matters Arising from the Minutes. Purpose of item: INFORMATION

- 4.4 Minute 2800/7.3 Redundant utility boxes on verges. KCC has been unsuccessful in persuading BT to remove the structure, which was actually a redundant telephone box.
- 4.5 Minute 2800/7.3 Experimental Traffic Order, Sandling Road, Chatham. Approved by Maidstone Joint Transportation Board.

Item 5 Planning Applications for Consideration. Purpose of item: DECISION

MC/14/2395 Gibraltar Farm, Ham Lane. Outline application for up to 450 market and affordable houses. An amended illustrative master plan showing revised access arrangements and a transport assessment is now available on-line at Medway Council.

15/508130/FULL Erection of rear conservatory at 17 Celestine Close Walderslade Kent ME5 9NG. Deadline 16 November 2015

15/508305/OUT Outline application for demolition of existing cattery and outbuildings and the erection of a two storey detached dwelling with associated double garage, parking and turning. Shared access with Lavender Cottage. with access to be considered at this stage and all other matters reserved for future consideration at Lavender Cottage Bearsted Road Weaving Kent ME14 5LD. Deadline 12 November 2015.

15/507199/FULL Single storey rear extension at 13 Crownfields Maidstone Kent ME14 5TH. Deadline 19 November 2015

15/506330/FULL - Land adj. 35 Timber Tops (new dwelling). To ratify Clerk's decision, after consulting with members, to amend the response so that the parish council objected but no longer required the application to be reported to the planning committee.

Item 7 Highways and Byways. Purpose of item: Decision/guidance

7.1 Weaving Street Speed Reduction.

- Estates Committee review of barrier design at the Weaving Street entrance to Weaving Diamond Jubilee Orchard. Currently underway with Cllr Vic Davies revisiting the site to consider another design suggestion.
- Display caution busy road signs. To be incorporated into any new design.
- Cut back vegetation to increase the vision splay. Will be actioned.
- Residents have been asked, via the November newsletter, to report to KCC signs overgrown by vegetation, potholes etc.
- KCC has been approached to review the signage currently present to see if the road needed additional signs and to request road roundels showing the speed limit are installed. KCC have stated that the road does not exceed the safety critical guidelines so roundels will not be considered unless the parish council pays the full costs (in the region of £2,000 - £2,500. The alternative is to approach County Cllr Paul Carter to see if he would use his devolved budget with BPC paying towards the cost.

- Clerk was asked to investigate whether the barriers at the two PRow that had entrances on Weaving Street were sufficient. Barriers are a standard KCC design a request for a review of their adequacy by KCC has been requested.

The resident notified the parish office that Bearsted was having roads reduced to 20mph. This is being done with County Cllr Paul Carter's budget with a contribution from the parish council. The parish council supported residents who had submitted a petition for the work (approx. 1,000 signatures were on the petition).

Currently there has only been one complaint and the parish council has not undertaken any work to identify need/community support. Members' guidance is therefore sought on what action they want now as it is clear that KCC are not going to do anything.

Item 9 Policy and Procedures Purpose of item: INFORMATION/GUIDANCE

Clerk’s note: Section 106’s are the contributions made by developers towards mitigating the impact on their development. The legal guidelines are quite clear:

1. Only problems caused by the development can be subject to a Section 106 payment e.g. payment to the local school to accommodate the extra children coming from a large development.
2. The payment must be for local facilities or services. A developer cannot be held responsible for past mistakes. The Community Infrastructure Levy (CIO) will allow local authorities to use money gained from development to improve facilities further away but this has not yet been adopted by MBC.
3. The request for Section 106 payments cannot be such that it makes the proposed development unfeasible. As MBC and KCC require funding for affordable housing, parks, school s, libraries etc. there is a priority so in reality little trickles down into the local community for village halls etc.
4. All Section 106 must be spent on what it was acquired for within an agreed timescale or it is returned to the developer.

This list has been kept updated by the parish council for many years and it has been in this format for approximately 8 years. Perhaps the questions that members need to consider are:

- Do they wish to continue to have a wish list?
- Do they wish to have it in this format?
- Do they wish to continue to include, and there is no problem with that, long term aspirations even though currently and in the near future there is no indication that the KCC financial situation will change.
- Do members wish to change the terms used under prospects to include Unlikely, very unlikely etc.
- Do they wish to add to or delete anything on the list?

Boxley Parish Council 106 wish list	Lead responsibility	complexity and impact	impact	prospects	Update/comment from Clerk	
Grove Green and surrounds						
Grovewood Drive/New Cut junction improvements	Kent Highways	serious traffic management changes	large on traffic flows	poor and costly		
Improve TV Studio Roundabout design	Kent Highways	serious traffic management	large on traffic flows	poor and costly		

		changes				
Improve TV Studio Roundabout design by road markings	Kent Highways	Simple white lining	large on traffic flows	good	KCC has not been pressurised to do this. The plan was to wait for the Maidstone Studio development.	
Improve width of Grovewood Drive and install pedestrian refuges	Kent Highways	major changes path and road designs	encourages pedestrians	poor and costly	County Cllr Carter did not progress a resident's request to do this.	
VVPT always looking for funding of projects	VVPT Trust	Various high to low cost	interest groups mainly	good	Delete?	
Anything on road design to alleviate congestion	Kent Highways	Various high to low cost	large on traffic flows	poor and costly		
Contributions to play areas (new and existing)	MBC and Boxley PC	Various high to low cost	Family activity and exercise	Low for MBC High for PC. MBC Blue and Green Infrastructure policy is likely to see removal of small areas and Shepherd's Gate Drive play area with a replacement all age facility at Grovewood Drive North.	The Maidstone BGIP is part of the local plan that is likely to go to Public Inquiry next year.	
Management of traffic whilst accessing construction sites	Kent Highways	serious traffic management changes	large on traffic flows	Future development of adjacent site would probably trigger this.		

Community facilities for young people	MBC and Boxley PC	could be simple on open spaces	Young people seen as creating ASB	Low due to financial restraints at MBC	The Maidstone BGIP has a replacement play area at Grovewood North Drive and MBC has stated that it would be for all ages.	
Improve Weaving Street for pedestrians	Kent Highways	serious traffic management changes	Safety and traffic flows	poor and costly		
Village Halls						
Parish Council support the Halls and their community value and use	Trustees and Boxley PC	Various high to low cost	Community centres	good we have a grant application scheme		
Walderslade/Lordswood						
Missing footways around Impton Lane	Kent Highways	Ransom Strips exist leading to high cost	Safety and pedestrianisation	poor and costly	Land ownership issues stopped the last attempt to join Impton Lane (West) to Walderslade Woods road.	
Roundwood project and facilities therein	KCC	evolving project, complex but supported	Positioned as a key community opportunity	good but a really complex relationship with KCC	Village Green status-01/13. Currently waiting outcome of planning application.	

Community facilities for young people	MBC and Boxley PC	could be simple on open spaces	Area has only small children facilities	land in short supply. Adult recreation takes up space. MBC plans to refurbish Timber Tops play area request equipment for all age ranges.		
Westfield Sole Road improvements for traffic flow	Kent Highways	serious traffic management changes	a black spot for potential accidents - a rat run	low, private woodland land adjoins this road.		
Gleaming Wood Drive/Lordswood Lane Junction addition of pedestrian/cycle track crossing and appropriate speed restrictions	Kent Highways	serious traffic management changes	Safety	Poor		

Other

Land for recreational use at Boxley and Sandling and allotments	Landowners but Rochester Bridge Wardens key	Needs to be close to communities	Family activity and exercise	medium		
Dual Carriageway road by Maidstone Crematorium	Kent Highways	serious traffic management changes	large on traffic flows	Future development of adjacent site would probably trigger this.		

Roundabout names	Kent Highways	Could be simple	key land marking of community areas	good if Kent highways have the will but KCC despite reminding appear not to take on board any reminders about this.	Despite reminders KCC did not do this for the roundabout by KIMS
Passing places on narrow lanes in the Parish	Kent Highways	Land purchases and civil works involved	a black spot for potential accidents - a rat run	poor. Sat Navs and rat runs in a growing community	

Item 12 Draft Budget 2016/2017 Purpose of item: DISCUSSION

At The October meeting Cllr Dengate suggested a budget for clearing back vegetation from traffic and road directional signs and also for them to be then cleaned. The issue was deferred to this meeting.

Clerk's note: An e-mail has been sent to councillors to see how proactive the parish council is in reporting overgrown vegetation. The current policy for the street maintenance budget is that prior to consideration of any expenditure KCC has to be approached and requested to do the work and it is only if it fails to do so can members consider expenditure. Councillors have the responsibility to report local issues or to inform the parish office. If members decide to change the policy and allocate expenditure then they should be prepared to decide what types of signs is a priority and the Clerk will then investigate locations for health and safety issues. It is highly likely that only locations where signs are adjacent to footways will be considered as suitable.

INCOME

Ref	Description	Code	Budget 2015/16	Forecast income to 31/03/16
	Drawn from reserves or precept			
Total			0	0

Forecast budgets

	Forecast income 2016/17	Forecast income 2017/18	Forecast income 2018/19	Forecast income 19/20
% increase				

EXPENDITURE

Ref	Description	Code	Budget 2015/16	Forecast income to 31/03/16
3.1	Coach tour	30	375	0
3.2	Street maintenance	109	3,500	3,500
3.3	Roundabout maintenance	108	308	308
Total			3,808	3,808

2.8

Proposed budget 2016/17	Forecast exp 2017/18	Forecast exp 2018/19	Forecast exp 2019/20
380	0	385	0
2,500	2,500	2,500	2,500
314	320	327	333
3194	2,820	3212	2,833

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 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