



**BOXLEY PARISH COUNCIL**  
[www.boxleyparishcouncil.org.uk](http://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 10 July 2017** at Beechen Hall, Wildfell Close, Walderslade ME5 9RU 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 5 & 12 June 2017.** (7.33)  
To consider the minutes (previously circulated) and if in order sign as a true record.
4.    **Matters Arising from the Minutes** (7.35)
  - 4.1    Minute 3001/4.3. Land to the rear of Tesco Grove Green. Parish office will undertake the work when it is able.
  - 4.2    Minute 3001/4.4 Development Wildfell Close. Cllr Bob Hinder has written to County Councillor Carter and a reply is awaited. The gates have been replaced by KCC and the firm responsible for producing the report can now access the site.
  - 4.3    Minute 3001/4.7 Seat at Timber Tops Play Area. Awaiting confirmation from a councillor that the seat has been installation by MBC.
  - 4.4    Minute 3001/4.8 Community Payback Service. An update report will be supplied prior to the meeting.
  - 4.5    Minute 3001/4.9 Lower Thames Crossing. Additional traffic and air pollution. KCC has been asked, after the 27 June meeting, to notify the parish council of the future strategic improvement plans for junction 3 of the M2.
  - 4.6    Minute 3001/4.10 Ancient Woodland and TPOs. The issue will be taken by Maidstone KALC to the next MBC liaison meeting.
  - 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** (7.35)

5.    **Pre-application consultation** (7.45)  
To receive a pre-application from Kitewood, land at Impton Lane.
6.    **Planning Applications for Consideration - DECISION** (7.55)  
To receive and decide on responses to planning applications. See reports (page 3).
7.    **Planning Decisions, Appeals and Appeals Decisions - INFORMATION** (8.05)  
Willow Farm, Sandling – Appeal Dismissed.
8.    **Highways and Byways - DECISION** (8:10)
  - 8.1    Planning application 17/501471 for STEM school at land at Valley Park School New Cut Road. KCC

Highway's response. See report (pages 3-4).

- 8.2 To consider the conclusions from the results of the survey of committee members on the priority for allocating the £40,000 budget. See report (page 4).
  - 8.3 Report on BPC/KCC meeting 27 June 2017 and outstanding highway issues See report (pages 4-7).
  - 8.4 Management of residents' requests for the parish council to seek improvements to the highway. See report (page 7).
  - 8.5 Reporting highway and vegetation issues. See report (page 7).
9. **Policy and Procedures - REVIEW** (8.30)  
Review response comments that are available in responding to planning applications.
  10. **Members Reports - INFORMATION** (8.32)  
To receive any reports or notification of issues from members.
  11. **Volunteer Groups - INFORMATION** (8.40)  
To receive any reports.
  12. **Matters for Information - INFORMATION** (8.48)  
To receive any information. See report (page 8).
  13. **Next Meeting** (8.49)  
Next Environment Committee meeting 7 August 2017 at Beechen Hall commencing at 7:30pm.  
Items for the agenda must be with the parish office no later than 31 July.

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** (8.50)  
To receive an update, issued as a confidential enclosure, on outstanding issues.

*Pauline Bowdery*

Pauline Bowdery  
Clerk to Boxley Parish Council

Date: 3 July 2017

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: Minute 2932/8.1 Flooding and the raised cushion outside of Kings Arms, Boxley Village. July 2017 Minute 2988/7.3 Maidstone Studios and parking issues. Aug/Sept 2017 Tonbridge and Malling BC Local Plan. July 2017 purchase (approx. 4 sacks), locate sites and advertise the bulb planting.

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 10 July 2017. 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 6 Planning Applications for Consideration - DECISION**

17/503040/TPO PROPOSAL: TPO application to fell 1No Field Maple in rear garden of 14 Iris Close to ground level due to declining condition. 14 Iris Close Boxley Chatham Kent ME5 9QD. *Deadline: 18 July 2017.*

17/502798/FULL Erection of a single storey front extension to existing garage. 39 Coltsfoot Drive Weaving Maidstone Kent ME14 5FP. *Deadline 19 July 2017.*

17/503264/TPO – TPO application to crown lift 1No Twin Stem Hornbeam in rear garden of 8 Forestdale Road to give a ground clearance of 5m and reduce height and radial crown spread by no more than 2m to balance crown at 8 Forestdale Road, Boxley, Kent, ME5 9NB. *Deadline 19 July 2017.*

17/503265/TPO – TPO application to coppice both stems of Twin Stem Hornbeam due to extensive decay on main stem to south; crown lift single stem Field Maple to give a ground clearance of 5m and reduce height and radial crown spread by no more than 2m to balance crown; fell to ground level 1No Cherry tree at 10 Forestdale Road, Boxley, Kent, ME5 9NB. *Deadline 19 July 2017.*

17/503341/TPO Tree Preservation Order: 1no. Ash (T2) - reduce two Eastern limbs to a radial spread of 1m. 1no. Hornbeam (T3) - reduce canopy by 30% to achieve a height of 6m and radial spread of 3m. 4 Podkin Wood Walderslade Chatham Kent ME5 9LY. *Deadline 21 July 2017*

#### **Item 8 Highways and Byways - INFORMATION**

8.1 Planning application 17/501471 for STEM school at land at Valley Park School New Cut Road KCC Highway's response.

**Summary** (taken from actual response letter)

*KCC Highways would not raise an objection in respect of this planning application, subject to the applicant being required to enter into a Section 278 Agreement to secure the highway works on New Cut Road (including the upgrade of the New Cut Road/Ashford Road junction) and a Section 106 Agreement to secure the Travel Plan and its associated financial contribution towards additional bus capacity.*

*The Section 106 Agreement is necessary to provide KCC Highways with a robust and effective mechanism through which to ensure that sufficient bus service capacity can be made available to meet demand when it is needed. KCC Highways require this arrangement to be maintained in perpetuity limited to the operation of the school at this site as part of ensuring that the financial resource continues to be available to adjust bus capacity to suit demand. KCC would want to be party to the Section 106 Agreement. [Clerk's information note: Over the 190 day school year this would result in a total annual cost of £139,080].*

*It should be noted that KCC Highways would object to this planning application if the above provisions are not secured as part of any planning consent, on the grounds that insufficient bus capacity could result in additional car journeys and consequently a severe residual impact on the highway network.*

*The following should also be secured via planning conditions as part of any planning consent:*

- ☐ Provision and permanent retention of the vehicle parking spaces shown on the submitted plans prior to opening of the school hereby permitted;
- ☐ Provision and permanent retention of vehicle loading/unloading and turning facilities shown on the submitted plans prior to opening of the school hereby permitted;
- ☐ Provision and permanent retention of the cycle parking spaces shown on the submitted plans prior to opening of the school hereby permitted;
- ☐ Completion and maintenance of the accesses shown on the submitted plans prior to opening of the school hereby permitted;
- ☐ Provision of measures to prevent the discharge of surface water onto the highway;
- ☐ Preparation and submission of a Construction Management Plan for approval by the planning and highway authorities; and
- ☐ Provision of wheel washing facilities prior to commencement of work on site.

Clerk's information note. As the provision of yellow lines on Grovewood Drive South was not mentioned in the Section 106 payments the parish council sought clarification on the issue and received the following back from Brendan Wright, Principal Transport and Development Planner.

*I can confirm that our consultation response on this planning application included a requirement for parking restrictions to be imposed on Grovewood Drive South. The purpose of the restrictions would be to prevent long-stay parking by staff and students of the school.*

*I would expect the Traffic Regulation Order necessary to implement and enforce the restrictions to be secured via a Section 278 Agreement with the County Council as Local Highway Authority, given that it forms part of the highway works required to support the development. This approach is preferable to a financial contribution secured via a Section 106 Agreement as it ensures the costs of processing the Order are met in full by the applicant.*

*I would wish to assure you that the parking restrictions are regarded to be an essential part of the mitigation package that would need to be secured in the event that the development is granted planning permission by Maidstone Borough Council.*

KCC's response did include reference to the parking impact on Grovewood Drive South but the summary made no specific reference. The Clerk recommends that should this application go before Maidstone Planning Committee that the parish councillor attending makes specific reference to this Section 278 requirement.

8.2 Highway Project Budget survey conclusion. To consider the conclusions from the results of the survey of committee members on the priority for allocating the £40,000 budget.

Priority	Score (out of a possible 70 points)	
1	65	Grovewood Drive North Safer Crossing Point
2	64	Grovewood Drive South Yellow Lines
3	59	Provender Way Yellow Lines
4	46	Westfield Sole Rd and Yelsted Lane
5	42	Grovewood Drive North etc. studio parking issue)
6	40	Old Chatham Road, Sandling

### 8.3 Report on BPC/KCC meeting 27 June 2017.

#### Grove Green

- **Parking issues at Grove Green: Grovewood Drive South; Provender Way; Grovewood Drive North et al caused by Maidstone Studio events.**

KCC officers had visited the site that morning but only found eight cars there [Clerk's note. AC confirmed that on her visit to the noticeboard that morning there were only approximately 8 to 10 cars]. Two vehicles could pass along the road and the slight narrowing by the parked vehicles slowed the speeds cars. KCC officers were

concerned about where parking would be pushed should a TRO be put in place. Wendy Hinder requested yellow lines around the junctions and KCC were concerned that these would not be enforced by MBC. BPC should consider organising an in-depth survey to prove a problem existed. BPC cannot do a TRO itself, KCC will do the legal part and bill the parish council, but BPC can do the consultation with local residents to decide what type of restrictions they would accept.

KCC confirmed that there was no plan to progress the request for a TRO as there were no personal injury reports to support the need. MBC and the police have to support any TRO. KCC will send BPC the TRO process. The situation is explained for Grovewood Drive South went for all the other parking issues.

The problems concerning Maidstone Studios seasonal parking should be dealt with by MBC and the police, although it was recognised that neither were inclined to help. KCC can send out letters if their verges are being damaged. MBC can do the verge parking TROs. **BPC to go back to MBC and Maidstone Studios.**

- **Safer Crossing Point Grovewood Drive North.**

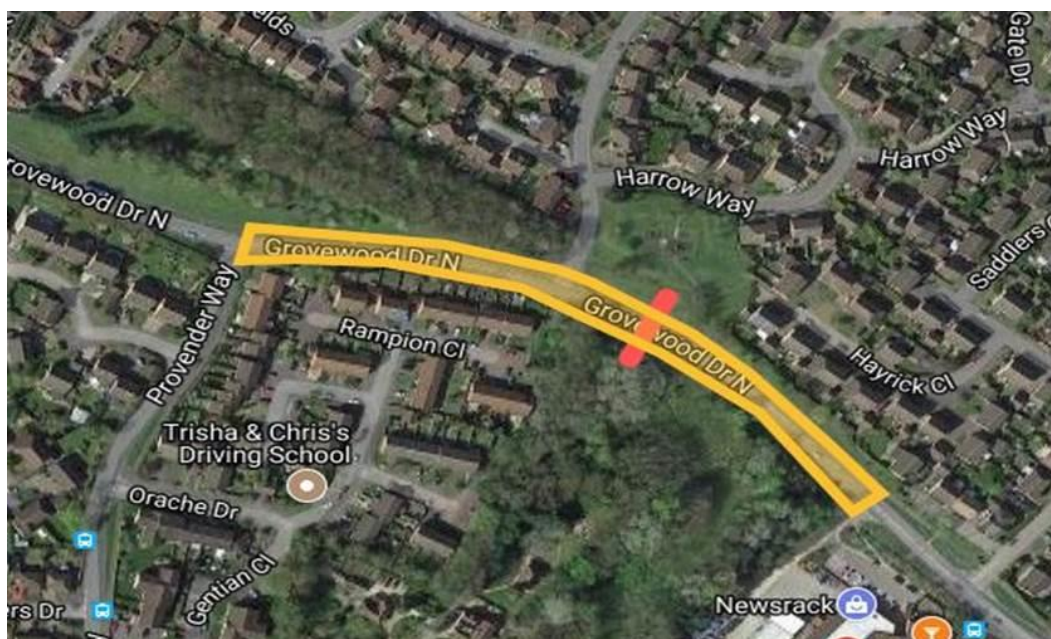
The cheapest cost for a zebra crossing on the perfect site £15,000. Extra work, if site needs it, can cost up to £25,000 more. The potential site will require the removal of a traffic island. A decision on the location will be required so the parish council will need to decide whether it is going to serve the school or Tesco's, failure to put the crossing in the right place will mean a total waste of money. The parish council is advised to pay for a speed count and flows survey to ensure a zebra crossing is the right option this can include pedestrians and a ballpark figure for cost is in the region of £1200. KCC will provide a quote. The letter sent to the resident indicated that a crossing would be going ahead however Jenny Watson had been informed that the parish council had allocated £40,000 to pay for the crossing and therefore the letter was sent under the impression that BPC would fund it. The KCC officers were informed that the parish council had not been contacted by KCC and whilst it had indicated that it would be willing to consider a contribution the Environment Committee had in no way allocated an amount.

KCC officers have no knowledge of County Councillor Paul Carter's budget being allocated for any projects.

**BPC would need to decide where it was going to allocate its £40,000 budget would also need to contact County Councillor Paul Carter about whether he was willing to contribute anything.**

*Clerk's update note. KCC Highways has supplied a quote of £1676 (e-mail 03/07/2017)*

*"The crossing survey will look at the area between Provender Way and the delivery entrance to Tesco in about six 50 metre lengths along with specific areas at the two island crossing points. See plan below:*



It may not be possible to undertake this work before the end of the school term. If installation cannot be completed in July then we will look at early September.

Please advise if you wish to go ahead with the survey”.

## **Sandling**

### **Design of Chatham Road, Sandling.**

BPC was shown the draft plans which included a mini raised curb with fewer bollards to separate pedestrian, cyclists etc. from road traffic. The draft design varies/is reconfigured as it progresses down the road and Wendy Hinder was supplied with the plan. At one point verge bollards will be installed. Parking bays were proposed where the houses start to front onto the road and these would allow small transits, 4x4's but not HGVs. Each parking bay will have a small curb buildout with bollard. The mobile library will be unable to park in its usual position which is just north of the bus stop. **BPC to contact mobile library to see if it can move its location.**

The Sandling Residents Association request for a gateway as you enter the village from the North was highlighted as was the its offer to fund this. Jennie Watson will send the parish office details of possible designs which would reflect the design being proposed for the verge bollards. BPC to liaise with the villagers to find out where they want the gateway, it needs to be 450 mm back from the edge of the highway. If agreed and funded KCC could include it as part of the work that is being proposed.

KCC hopes to present the design in September to the contractor, but it still has to be costed and this just a draft, if funding fully covers it the work will be programmed but KCC are not sure of timing as it is weather sensitive.

The draft design can be shown to villagers as long as they are aware that this is an uncosted design so subject to change.

Wendy Hinder suggested that the verges could be made into a nature reserve verge and KCC suggested that the parish council talked to KWT.

### **Walderslade and Lords Wood.**

- **Reduction in speed limit Walderslade Woods Road.**

Reduction in the speed limit from 60 to 50 as promised by County Councillor Paul Carter not in the KCC system. Michael Heath had not seen an order to reduce the speed limit and no funding was available. It would cost in the region of approximately £3000 to fund the work. **BPC could consider writing to Paul Carter about this and whether he would fund or part fund the work.**

- **Junction 3 M2/Walderslade Woods Road/A229, current problems and future problems caused by increased vehicle movements due to Lower Thames Crossing and additional development at Lordswood and just over in the Medway boundary.**

KCC will arrange for another officer, from the strategic development department, to contact the parish council.

The general discussion took place on the amount of development that is proposed for this area and the neighbouring Medway Unity Council and the impact that it this is already having on the parish and the future problems that will be experienced.

- **Westfield Sole Road/Yelsted Lane/Harp Farm Road.**

General discussion took place on the local issue Michael Heath again confirmed that a country road one-way system would not work.

KCC has nothing on its radar for any improvements and without large-scale development being allowed to fund this it was unlikely that there would be any improvements.

KCC could organise, if BPC pays for it, a seven-day automatic count to ascertain vehicle movements. One road would cost approximately £1000, with a number of roads at the parish council may wish to have monitored it might be cheaper to employ a consultant to undertake the work.

KCC will not cut back encroaching hedges/vegetation as these are Private. Parish councils have been given devolved powers to write to private owners to ask for the work Pauline Bowdery pointed out to Wendy Hinder that it was up to parish councillors and residents to take a photograph and report the issue to the parish office for letter to be sent. **Parish councillors to be reminded to be reminded that they should report any such vegetation to the parish office.**

After a discussion on the particular problems at Yelsted Lane it was confirmed that should the farmer and Boxley Parish Council wish to see informal passing points made more robust then BPC will have to negotiate with the farmer and pay for the work work would have to meet certain standards, which the parish office is aware of. KCC has no plans now or in the future to install formal car passing places,

**Speed limits rural areas. Are there any plans to amend these?**

No.

**20mph speed limits. Are these going to be implemented outside schools or on residential roads in the future?**

There is no policy on the pipeline to do so. Investigation show where there has been a reduction in the speed limit to 20 mile an hour unless road conditions are physically changed speed limits only reduce by proximity 2 miles per hour. Again unless there is a history of personal injuries KCC will not do anything.

**Urban residential areas saturated with car parking and now faced with additional parking due to houses being extended. What if any action can KCC take as on-street car parking is causing safety issues and damage to verges/footways due to car being bumped up a kerb etc.**

There is nothing KCC can do about residential car parking.

**Recent site visit to Beechmore Drive and Boxley Road.**

Wendy Hinder was informed that the officer that she had undertaken a site visit with had recently left KCC and it looked like she may have gone beyond her remit when promising the work on the trees. Wendy Hinder will be contacted by KCC to arrange another site visit with an officer so that she can show them the problem with the trees.

*Clerk's summary.*

*On any areas that are the responsibility of KCC unless County Councillor Paul Carter or the Parish Council or a combination of both fund projects there will be no action on the issues identified by the parish council. I cannot think of any other avenues that the parish council can use to force KCC to change its stance. I do not consider that the MJTB or KALC will be able to do anything to change the present situation.*

*KCC will report back to the next MJTB that it met with BPC I do not know if the Chairman, should he be able to attend, would be allowed to say anything.*

**8.3 To agree action, on issues that may still require additional work.**

Old Chatham Road.

Maidstone Studio Parking.

Junction 3 of M2

**8.4 To agree how to manage any further requests, from residents or councillors, for parish council involvement in KCC issues that the parish council knows will not attract funding.** KCC has a standard letter that it sends, generally referring the resident to the parish council and County Councillor Carter for funding and it is suggested that the parish council considers something like this approach. The parish council should also consider writing a press release explaining that it can do no more. This can also be placed in the newsletter and on the website.

**8.5 Reporting highway and vegetation issues.** Councillors are reminded that if they have access to a computer then they are responsible for reporting potholes etc. via the KCC website. Parish Councils have KCC supplied letter templates to request that vegetation from private lane is cut back but councillors and residents are required to send photographic evidence of any problem before a letter will be sent from the parish office.

## **Item 12 Matters for Information – INFORMATION**

12.1 Thank you e-mail from a resident. The message has been passed onto KCC and the resident has been invited to sign up to the community e-mail alert system.

*MESSAGE: WELL DONE BPC & KCC. As a home owner in Bracken Hill, I feel compelled to say thank you to all involved for the hard work involved in the recent grounds maintenance works that have been completed in Bracken Hill (ME5 9QQ) area. I'm happy to complain to KCC when something needs attention and as such it is only right to compliment all parties when a job is done well. I've canvased many local residents on the recent improvements to the street scape, and these maintenance works to hedges in the area has had a positive impact on the community. Well done to all involved in these times of tightening budget constraints. These works reinforce that Walderslade Woods is still a great area to live in. Thank you.*