



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 15 May 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 Meeting.** (7.33)
None submitted.
- To adjourn to allow members of the public to address the meeting** (7.35)
4. **Matters Arising from the Minutes** (7.45)
 - 4.1 Minute 2966/4.1 Inconsiderate parking Provender Way, yellow lines. Awaiting response from County Councillor Carter.
 - 4.2 Minute 2966/4.2 Grovewood Drive South yellow lines. Awaiting response from County Councillor Carter.
 - 4.3 Minute 2966/4.3. Land to the rear of Tesco Grove Green. Parish office is still attempting to locate the owners.
 - 4.4 Minute 2966/4.4 Development Wildfell Close. See report (page 3).
 - 4.5 Minute 2966/4.5. Grovewood Drive North Crossing facility. The public petition was submitted to KCC on 24 March 2017. See report (page 3).
 - 4.6 Minute 2966/4.6. Parking at Grovewood Drive North, Shepherd's Gate Drive etc. Awaiting response from County Councillor Carter.
 - 4.7 Minute 2969/12 Seat at Timber Tops Play Area. Awaiting installation by MBC.
 - 4.8 Any other matters arising from the minutes not on the agenda.
5. **Planning Applications for Consideration - DECISION** (7.50)
To receive and decide on responses to planning applications. See reports (pages 3-4).
6. **Planning Decisions, Appeals and Appeals Decisions - INFORMATION** (8.00)
To receive any update on decisions.
7. **Highways and Byways - DECISION** (8:05)
To receive and discuss any issues.
 - 7.1 Lower Thames Crossing. To consider what if any action to take.
 - 7.2 The Sandling No Parking Overnight Sign. See report (page 4).
 - 7.3 Pantomine, Maidstone Studios. See report (page 4).

8. **Grounds Maintenance – INFORMATION** (8.15)
 8.1 Grounds Maintenance. See report (page 4).
 8.2 Community Probationary Service. See report (page 4).
 8.3 Litter bins. See report (page 4).
9. **Highway projects** (8.20)
 9.1 To receive an update on recent discussions regarding Westfield Sole Road/Yelsted Lane/Harp Farm Road. Further details will be supplied as an enclosure.
 9.2 To consider the priority of known highway issues. See report (page 4) & enclosures.
 9.3 KCC Highway Asset Management Report. See report (pages 4-5).
 9.4 KCC Potholes. See report (page 5).
10. **Ancient Woodland - INFORMATION** (8.45)
 Concern has been raised about MBC not being proactive to protect woodland. See report (page 4).
11. **Maidstone Local Plan - DECISION** (8.48)
 Community Infrastructure Levy: Draft Charging Schedule Statement of Modifications. See report (pages 6-7).
12. **Policy and Procedures - REVIEW** (8.53)
 12.1 A review of the advice given out in the Site Traffic Management Informative Note has been undertaken by the Clerk and it is considered still fit for purpose.
 12.2 Training, to identify any needs councillors have.
13. **Members Reports - INFORMATION** (8.58)
 To receive any reports or notification of issues from members.
 13.1 Maidstone Joint Transport Board. To receive a verbal report from Cllr Bob Hinder.
14. **Volunteer Groups - INFORMATION** (9.05)
 14.1 Friends of Boxley Warren Annual Report (page 8).
15. **Matters for Information - INFORMATION** (9.10)
 To receive any information. See report (page 8-9).
16. **Next Meeting** (9.11)
 Next Environment Committee meeting 12 June 2017 at Beechen Hall commencing at 7:30pm. Items for the agenda must be with the parish office no later than 5 June.

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.

17. **Enforcement and Section 106 updates from MBC** (9.12)
 To receive any update on issues.

Pauline Bowdery

Pauline Bowdery
 Clerk to Boxley Parish Council

Date: 8 May 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. September 2017 Maidstone Studios and parking issues due to Christmas

Shows. 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 15 May 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 4 Matters Arising From the Minutes

- 4.4 Development Wildfell Close. This issue and lack of action by KCC needs escalating.
- 4.5 Grovewood Drive North Crossing facility. The resident has received the following response to their petition.

Thank you for your recent correspondence, enclosing a petition in relation to "installing a safer crossing point on Grovewood Drive North, Grove Green between the top of Provender Way and Shepherds Gate Drive". As KCC is now in the purdah period before the County Council elections on 4 May, I am responding to your petition instead of the Cabinet Member for Environment and Transport.

I can confirm that Boxley Parish Council and Maidstone Borough Council have recently raised this issue with Kent County Council and there may be funding available for this. Following a report from Boxley Parish Council, who wish to discuss a number of other Highway issues as well, we will be working with the Parish Council and Maidstone Borough Council to look at a possible safe crossing point location and parking issues experienced by residents in Grove Green.

Initial contact has been made with Boxley Parish Council and will be followed shortly with a meeting to discuss their issues further.

As of this time KCC has not yet contacted the parish office.

Item 5 Planning Applications for Consideration - DECISION

Decision

17/502080/FULL Erection of two Pergolas with lighting and awnings, a retaining wall including an external fireplace, and fences, together with the replacement of the existing entrance canopy. The Running Horse Chatham Road Sandling ME14 3AG. Deadline 19 May 2017

17/502043/ADV Advertisement consent for the insertion of 1no. illuminated logo board, 1no. illuminated totem sign, 2no. illuminated corex signs with trough light and 1no. externally illuminated post mounted double sided welcome sign. The Running Horse Chatham Road Sandling Maidstone Kent. Deadline 23 May 2017.

KCC/TM/0111/2017 The permanent retention of the Allington Waste Management Facility at Allington Waste Management Facility, Laverstoke Road, 20/20 Business Park, Allington, Maidstone, Kent, ME16 0LE. Application viewable on www.kent.gov.uk/viewapplications
The above application for planning permission falls to be determined by the County Planning Authority. Deadline 1st June 2017.

17/502122/TPO Tree Preservation Order for 2no. Sweet Chestnut (T01 and T03) and 1no. Field Maple (T02) - to fell trees and grind stump and 1no. Hornbeam (T04) - sectionally remove North

Western stem to remove leaning branches to ground level and remove deadwood. 2 Spenlow Drive Boxley Chatham Kent ME5 9JT. Deadline 18 May 2017

TPO application - 1no. Sweet Chestnut - decay along the stem, ivy covered - Fell to near ground level. 1no. Silver Birch - Leaning towards garden, rubbing and growing through adjacent beech tree - Fell to near ground level. 16 Tufa Close Boxley ME5 9LU. Deadline 18 May 2017.

17/502132/TPO application - 1no. Common Hornbeam (*Carpinus betulus*) - Fell to ground level. 1no. Common Ash (*Fraxinus excelsior*) - Fell to 4m height. 1no. Multistem Common Ash (*Fraxinus excelsior*) - Cut back limb overhanging adjacent garden to boundary (by approx. 3m), leaving the final spread of the limb in approx. 6m. 1no. Silver Birch (*Betula pendula*) - Fell to ground level. 9 Round Wood Close Walderslade Chatham Kent ME5 9UL. Deadline 24 May 2017

Item 7 Highways and Byeways- INFORMATION/DECISION

- 7.2 The Sandling No Parking Overnight Sign, in different languages. Received and awaiting KCC to collect and install.
- 7.3 Parking Grovewood Drive North etc. From 15 December – 6 January 2018 Maidstone Studios will be used by a company putting on a pantomime with stars from Towie, Hollyoaks and X Factor. There will be 3 shows on a Sat and Sunday, 2 shows on a Wednesday and then with only two days off generally nightly shows www.maidstonepanto.com.

Item 8 Grounds Maintenance - INFORMATION

- 8.1 Grounds Maintenance. Various contractors have been contacted asking for potential costs etc. but only one expression of interest has been received. Clerk's note: The smaller companies contacted appear to have been put off by the vagueness of potential work and would rather quote for a clearly identified job.
- 8.2 Community Payback Service. A meeting has been rearranged between the Clerk and CPS. The Clerk has been supplied with various documents to check and will forward on an update for members concerning any terms & conditions and any agreement that has to be approved/signed.
- 8.3 Litter bins. MBC has been approached to replace two missing litter bins (The Spinney and Weaving Heath) that had been removed/damaged. It has now been identified that as these bins are/were adjacent to play areas and likely to have originally been installed by the Parks and Open Spaces Department the MBC Cleansing Department will not replace them. The parish office has contacted the Parks and Open Spaces Department and also placed a request for replacement bins on the MBC website.

Item 9 Highway projects - DECISION

9.2 Members to undertake a review of the currently outstanding highway issues to identify any that might meet the criteria for being considered for funding and to try to identify how they wish to prioritise projects.

- Westfield Sole Road & Yelsted Lane.
- Grovewood Drive North Safer Crossing Point
- Yellow Lines Grovewood Drive South
- Yellow Lines Provender Way (school time issue)
- Road/verge design improvements Old Chatham Road, Sandling
- Grovewood Drive North etc. (Studio parking issue)

9.3 KCC Highway Asset Management Report.

Clerk's report. Members will have seen the Highway Asset Management article in the April 2017 KALC Parish News. The following is an extract from the document and it is produced not because

members might be able to influence the strategy but to inform them of possible changes to service and also to the way KCC is approaching its responsibilities.

Foreword

The Government has changed the rules for funding local road maintenance. An increasing proportion of this funding is dependent on local authorities being able to show that they use asset management techniques in highway maintenance. As a forward thinking authority, we are already doing much of that and are committed to further embedding asset management principles into our day-to-day management of our roads. This includes understanding their lifecycle cost so that we can make informed investment decisions, maximise efficiency and value-for-money, and ensure that we have well-managed highway infrastructure that is fit for purpose, not only now but for future generations.

Asset management alone will not address the challenges ahead. Local roads in England carry around two thirds of all traffic. They are vital for the well-being of local communities, economic growth, jobs and housing. The country needs to reconsider the balance between local road maintenance spend and motorway/trunk road investment if we are to avoid a significant deterioration in local road condition in the next decade.

Clerk's note: KCC are continuing to review their assets however the document did not show any real funding identified to target improvements in B, C and unclassified roads

2017 32% of B&C roads marked as poor or very poor. By 2026 KCC hopes to reduce this figure to 29%

2017 21% of unclassified roads are shown as very poor (there is no poor rating shown, the roads are either good or very poor). By 2026 KCC hopes to reduce this figure to 16%

Levels of Service

When determining levels of service we consider up to four options in the context of our statutory obligations, the County Council's Strategic Objectives, customer expectations and the available budget:

Asset/Service Level Enhancement An approach that fulfils our statutory obligations and enables the overall condition of the asset group to be enhanced. Interventions such as maintenance, asset renewals and improvements are undertaken on a planned, prioritised basis with a view to increasing the proportion of the asset group in a very good or good condition.

Steady State A level of service and investment that fulfils our statutory obligations and preserves the overall condition of the asset in its current state. Interventions such as maintenance and asset renewals are undertaken on a planned, prioritised basis **with a view to keeping the same proportions of the asset group in a very good, good, poor and very poor condition** [Clerk's emphasis]. Any investment less than this would mean that a steady state condition or existing service level could not be achieved. *Clerk's comment: KCC has identified this level for most services.*

Service Level Reduction A level of service that fulfils our statutory duties and facilitates a more controlled approach. Interventions such as maintenance and asset renewals are undertaken on a planned, optimised basis. *Clerk's comment: KCC will be reducing urban grass cutting from eight per year to five or six. Vision display cuts remain at three per year. Hedge cutting will effectively remain at one per year. As any asset e.g. unlit road sign becomes damaged there will be a full scale assessment as to whether the sign is the correct type, in the right place and whether its removal would impact on road safety by increasing RTA. KCC also has a wish to declutter the landscape of unnecessary signs.*

Statutory Minimum The minimum level of service that fulfils our statutory duties. Asset condition is allowed to decline with interventions such as maintenance and asset renewals undertaken on a reactive basis if and only if they are necessary to fulfil our legal obligations. This is an extremely inefficient approach Asset Management in Highways Implementing approach to asset management in highways and will cost the authority more over the lifecycle of our assets and therefore cannot be recommended.

9.4 **KCC Potholes.** KALC Parish News carried an article on the way new online fault reporting tool and twitter account. This has been advertised to residents.

Item 10 Ancient Woodlands - INFORMATION

Maidstone KALC Ancient Woodlands. The issue will be taken by Maidstone KALC to the next liaison meeting.

Clerk's note: At the last meeting members asked that this be included as an agenda item to allow any discussions.

One issue members may wish to discuss is trying to get residents/volunteer groups involved in identifying trees that need individual TPOs placed upon this. This would require residents/volunteer groups contacting MBC to see if the tree has an existing TPO.

Item 11 Maidstone Local Plan Community Infrastructure Levy: Draft Charging Schedule Statement of Modifications

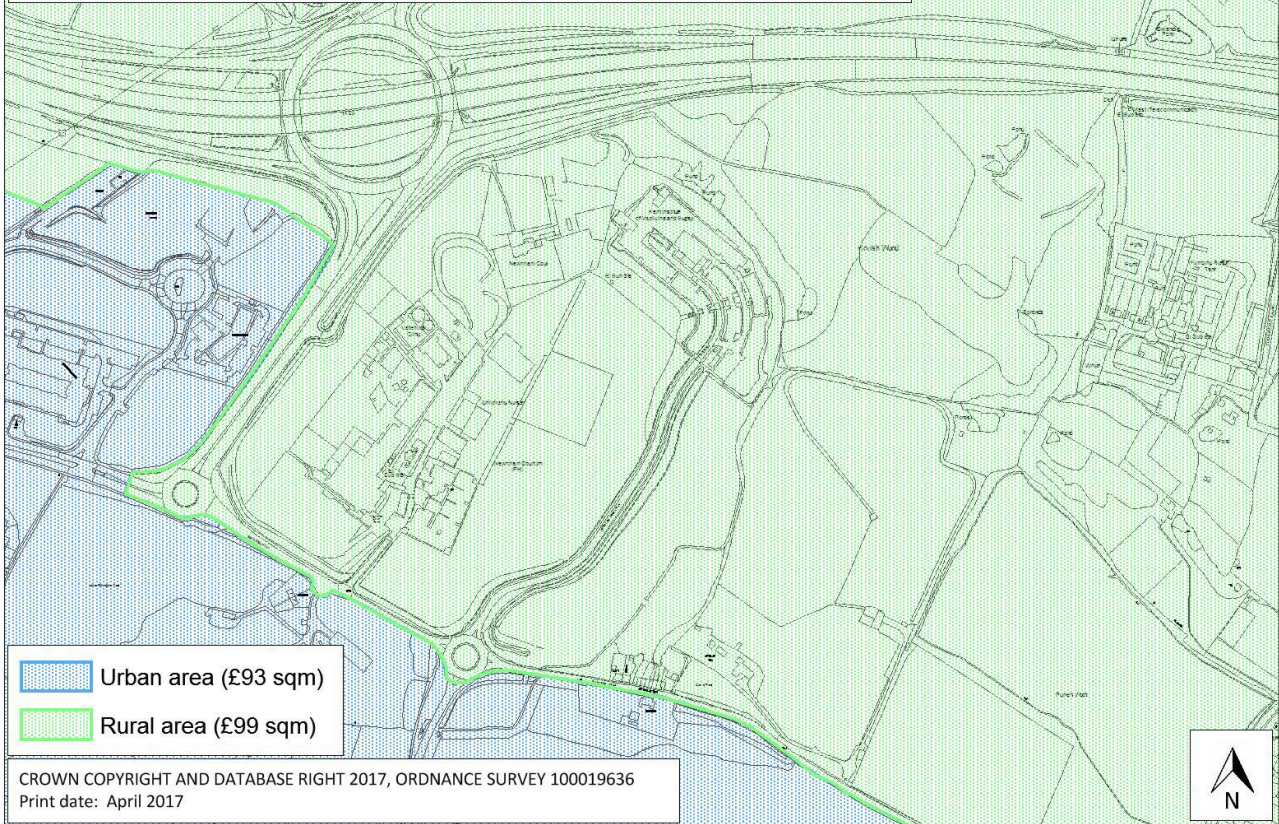
Clerk's briefing note: Deadline for any response to the changes being made is 22 May.

The statement shows a number of changes to the originally proposed urban and rural boundaries and includes an amendment to the Residential Charging Zones at MBLP Site RMX1 (1) Newnham Park. The map (next page) shows the modification, which had previously been highlighted as a change to the urban boundary. The accompanying statements are also modified to reflect the change to the boundary and therefore the charges that would be made.

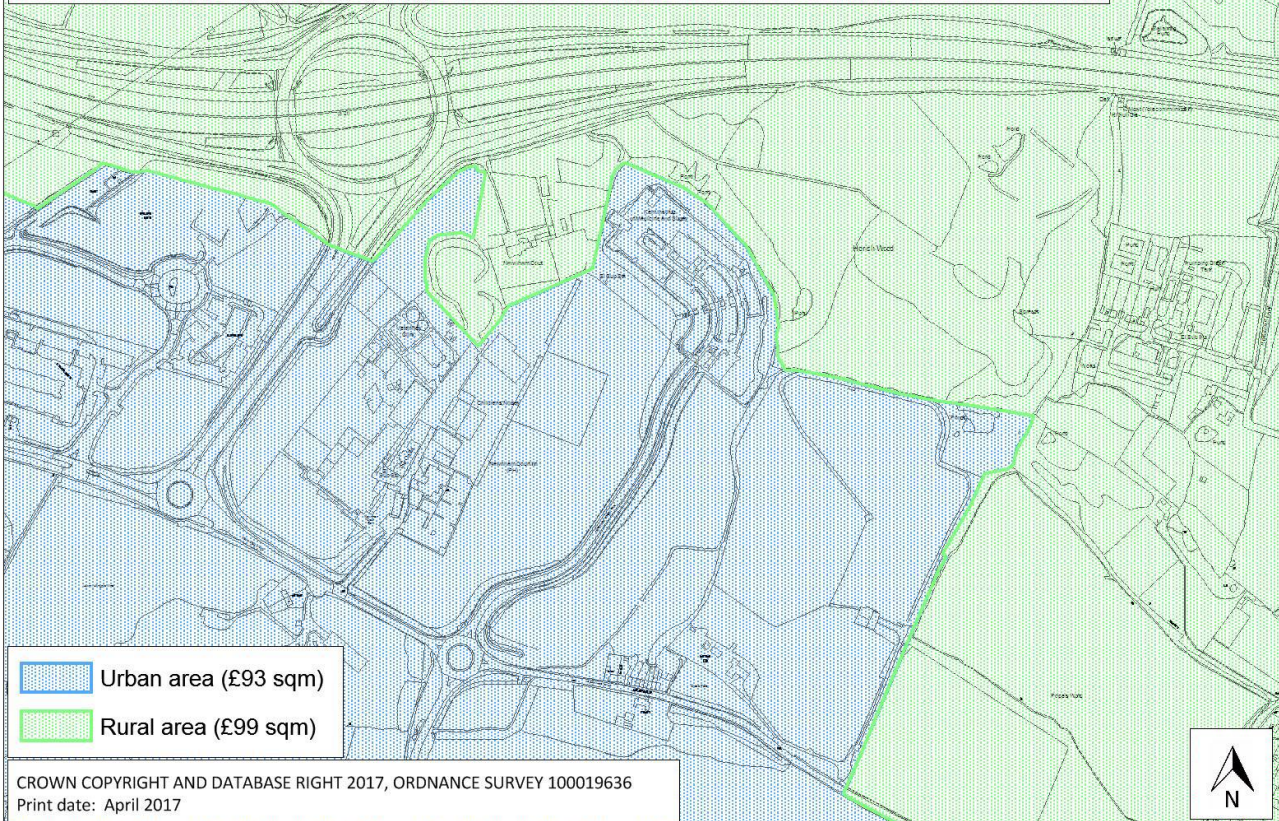
Clerk's suggested response. None.

Proposed Modification 1 to the Draft Charging Schedule Figure 1 Residential Charging Zone: Newnham Park, Maidstone

Residential Charging Zones as denoted in Draft Charging Schedule July 2016



Proposed modification to the Residential Charging Zone to reflect Local Plan Minor Change MC19/1



Item 14 Volunteer Groups - INFORMATION

14.1 Friends of Boxley Warren Annual Report 2016 – 2017

This has been a year where progress has been achieved even though we experienced a number of problems. These were mainly caused by people riding off road vehicles along the Pilgrims way disregarding the safety and rules regarding not being allowed to do so. We have been at a loss at times as to how to stop it happening and avoiding the risks to the volunteers and the public who enjoy the area on foot. Our efforts to enlist the help and assistance of the Police however did bear fruition recently when their Rural Team of 3 policemen on trials bikes did a sweep of the area and stopped 16 vehicles who when questioned turned out to be committing quite a number of different offences. Due to the diligence of the PCSO and the parish office publicity materialised in the Kent Messenger and that we hope will get the message out that they are NOT WELCOME.

We have been able to carry out some task days and most recently cleared away growth at the entrance to the Warren from 6 young small leaf Lime trees that were planted a couple of years ago. They were in very good condition.

Steve wrote out a programme of work (that was broken down into 3 stages) to remove invasive sycamore from the bund that runs along the eastern edge of the Pilgrims Way. With the sterling assistance of Jane they completed stage 1 which has now enabled people to have a clear view of the escarpment as you walk along the road.

Work was also undertaken to clear the area around the viewing seat, create new glades along the road and also cut back growth from around the first pond.

Discussions have been held with Kent Wildlife Trust and other organisations regarding obtaining future funding. We hope to be successful from a recent grant that was awarded for a project entitled Old Chalk New Downs. A recent meeting of the Management Committee was postponed unfortunately where we had hoped that news would be forthcoming about future work plans and awards.

We are a small group of volunteers in number but have been excited by one new member Martin who is very keen to develop work on the Flora and Fauna on the Warren. He has been in touch with various people and Plant life at Ranscomb and will be coordinating some of our task days on this work. A study was done during the year on the field mice on site and the results forwarded to us.

Finally may we express our sincerest thanks to the parish office staff for invaluable assistance during the year and moving all their equipment in the office to enable us to have meetings.
Bob Hinder Chair FOBW

Item 15 Matters for Information - - INFORMATION

15.1 Planning Survey. Clerk's report.

The telephone interview covered various issues:

- Service received from the planning department.
- Areas of perceived weakness in the service and any problems encountered.
- Service received from Enforcement.
- Website.
- Involvement in Local Plan.
- Attendance at MBC Planning Committee.
- Impact on removal of paper plans.

- Inconsistency in decisions by individual officer's and there being no evidence seen that MBC does any internal monitoring to check for inconsistencies or to identify areas that could be improved.

The company will report the findings of its investigation, which not only included interviews but also a period of observation within the planning department itself, to MBC in the next three weeks. The company's report will include proposals for improvement and it will recommend that the report is openly discussed and that feedback is given to all interviewees.

15.2 Junction 8 M20, Appeal to Planning Inspectorate. The Maidstone BC Planning Committee is considering a report not to defend its 2015 decision to refuse planning permission as due to the emerging local plan there is little or no defence and a probability that if the appeal is granted MBC will face huge costs.