



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 13 November 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 9 October 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 3034/4.1 Development Wildfell Close. Awaiting Planning Officer's report.
 - 4.2 Minute 3034/4.2 Ancient Woodland and TPOs. The issue will be taken by Maidstone KALC to the next MBC liaison meeting. A reminder has been sent to Maidstone KALC that this is still outstanding.
 - 4.3 Minute 3034/4.3 Highway issue Helen Whately MPs. See report (page 3).
 - 4.4 Minute 3034/4.4 Milestone Chatham Road. Sandling Village Hall Association has been contacted about undertaking the project to refurbish the milestone. Response awaited.
 - 4.5 Minute 3034/4.8 Boxley Road, Walderslade, KCC site visit. See report (page 3).
 - 4.6 Minute 3036/8.1 Traffic Speeds, Boxley Road/Beechen Bank Road. See report (page 3).
 - 4.7 Minute 3036/8.3 Chatham road design, Sandling. See report (page 3).
 - 4.8 Minute 3030/7.3 Bulbs. See report (page 3).
 - 4.9 Any other matters arising from the minutes not on the agenda.
 5. **John Edwards Maidstone Borough Council Street Cleansing** (7.45)
To discuss issues.
- To adjourn to allow members of the public to address the meeting** (8.05)
6. **Planning Applications for Consideration - DECISION** (8.15)
To receive and decide on responses to planning applications. See reports (page 3-4).
 7. **Planning Decisions, Appeals and Appeals Decisions - INFORMATION** (8.25)
 - 7.1 Review of recent decisions that did not correspond with BPC responses.
 8. **Highways and Byways - DECISION** (8:40)
 - 8.1 Seetec Justice (Community Payback). See report (page 4).
 - 8.2 KIMS Enterprize Zone. New signals at A249 Bearsted Road and New Cut Road roundabouts for traffic from the Kent Medical Campus Enterprize Zone. DoT has agreed

to provide £4 million to pay for the scheme. No further information is available at the moment.

8.3 Response to query on impact of Lower Thames Crossing. See report (page 4).

8.4 Safer Crossing Point Grovewood Drive North survey results. See report (pages 5-6).

9. **Policy and Procedures - REVIEW** (8.55)
9.1 Community Infrastructure Levy. See report (pages 6-7).
9.2 Boxley Parish Wishlist. To consider the current list. See report (pages 8-11).
10. **Members Reports - INFORMATION** (9.05)
To receive any reports or notification of issues from members.
10.1 KCC Highways Parish and Town Council Tracker Survey. Report from Cllr Constable.
11. **Volunteer Groups - INFORMATION** (9.10)
See report (page 12).
12. **Matters for Information – INFORMATION** (9.10)
12.1 Programmed tree works on highway verges. See report (page 12).
12.2 Roadworks New Cut Road. See report (pages 12-13).
12.3 North Downs AONB Unit. Production of Draft Landscape Character Plans. A copy has been received for the Hollingbourne Vale which includes Boxley.
13. **Budget 2018/2019** (9.14)
To discuss any additional project issues identified by members.
14. **Next Meeting** (9.20)
Next Environment Committee meeting 11 December 2017 at Beechen Hall commencing at 7:30pm. Items for the agenda must be with the parish office no later than 1 December.

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.

15. **Enforcement and Section 106 updates from MBC** (9.21)
To receive any reports on outstanding issues.

Pauline Bowdery

Pauline Bowdery
Clerk to Boxley Parish Council

Date: 6 November 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: Nov 2017 Minute 3011/8.3 Changes to the design of Chatham Road.

Minute 3031/15.1 MC/17/2341 Proposed development Darland Farm. February 2018 T&MBC Local Plan update. Last checked 3/11/17.

March 2018 Minute 3030/7.1 Lidsing Road. Request for road painted chevrons at all its junctions.

August 2018 Minute 3028/4.6 Speed Reduction Walderslade Woods Road.

Minute 3011/8.3 Westfield Sole Rd/Yelsted Lane/ Harp Farm Rd, return if any fundamental changes.

Minute 3028/4.1. Land to the rear of Tesco Grove Green. Parish office will undertake the work when it is able.

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 13 November 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. INFORMATION

- 4.3 Junction 3 of the M2 and A229.** Awaiting response on action taken by Helen Whately MP who was going to talk to the neighbouring MPs about the traffic issue. KCC has been contacted to remind the officer that Strategic Planning for improvements was going to be considered in the Autumn. An update on what KCC plans to do has been requested. Members guidance is sought on how they wish to progress this, do they wish to request a referral to MJTB or a meeting with Paul Carter?
- 4.5 Boxley Road, Walderslade.** Provisional date for UK Power work to commence 14 November 2017.
- 4.6 Traffic Speeds, Boxley Road/Beechen Bank Road.** Maidstone and Medway Police have been contacted to see if they have received any speeding complaints. Maidstone Police have not had any reports but the PCSO will try to get down to the area to monitor speed with a hand-held speed gun.

Clerk's report. Without supporting evidence that crashes are regularly taking place KCC will not consider funding a Speed Indicator Device. Crash data for the period Jan 2013-Oct 2017 shows only 1 serious crash "V1 was waiting to pull out of Beechmore Drive, right onto Beechen Road. Another vehicle has allowed V1 to come out of the junction. V1 has then slipped on loose gravel/tarmac. V1 has cleared the junction and other vehicle. V1 was travelling up hill and could not recover from the loss of control".

A resident has complained about the Walderslade Village issue, driving on pavement outside garage area, and asked whether the parish council can try to get Medway Council interested in doing something to stop this.

Guidance is sought on how members wish to progress the issue/s.

- 4.7 Chatham Road design, Sandling.** KCC have submitted an electronic plan for the new layout which is similar to the previous paper plans seen. A paper set of plans will be provided. KCC are currently awaiting details of the cost from the contractor and adjustments may have to be made should the cost be more than the allocated budget.
- 4.8 Bulb planting.** The 2,000 daffodils bulbs have been planted. The Maidstone Rotarians are working with St John's School Gardening Club to plant crocuses at the school and a £25 donation was made towards the cost of the bulbs and the 'educational' visit to the school.

Item 6 Planning Applications for Consideration - DECISION

For Decision:

17/505437/FULL. Erection of a pitched roof first floor extension above existing garage. 3 Ploughmans Way Boxley Chatham Kent ME5 9DE. Deadline 16 November 2017.

17/505399/FULL. Garage/Store (works started). The Stables Street Farm, The Street Boxley Kent ME14 3DR. Deadline 16 November 2017.

17/505454/FULL Change of use from D1 to C3 residential dwelling. Linden Lea, Weaving Street Weaving Maidstone Kent. Deadline 23 November 2017.

17/505524/FULL Demolition of rear conservatory. Erection of rear extension with extension to existing roof and side dormers and Juliet Balcony. Ruby Chatham Road Sandling Maidstone Kent Deadline: 24 November 2017

Item 7 Planning Decisions, Appeals and Appeals Decisions - INFORMATION

7.1 Recent Environment Committee decisions that did not correspond with BPC responses.

Item 8 Highways and Byways - INFORMATION

8.1 Seetec Justice (Community Payback). Clerk's report. A meeting was held with the Maidstone Area Organiser and various issues were discussed and an updated version of possible projects that could be undertaken has been supplied to the officer responsible for allocating the service user team (of up to 8 people plus a supervisor). As soon as a team becomes free they will be allocated to Boxley Parish Council which will be responsible for liaising with the supervisor, identifying projects, delivering and collecting any equipment loaned to the group. Initially a team may only attend once or twice but if the work is provided then it may be possible to have a team on a weekly basis. It is vitally important that councillors become proactive in identifying areas that need work, appeals to residents don't appear to be working and it is impossible for the office staff to go and out walk paths etc.

The team can also work with other volunteer groups.

8.3 Response to query on impact of Lower Thames Crossing. At the Environment Committee meeting in September and whilst responding to the M2 Junction 5 Improvements (Sittingbourne Junction) consultation members asked whether the A249 was intended to be the primary route for the Lower Thames Crossing.

The following response has been received from M2 Junction 5 Improvements Scheme Regional Investment Programme (South East)

"The Lower Thames Crossing will join the A2 to the east of Gravesend. This is to the west of Junction 1 of the M2. The A249 intersects the M2 at Junction 5, which is some distance from, and outside the scope of, the Lower Thames Crossing project. We do not anticipate that the Lower Thames Crossing will significantly affect the traffic on the A249. You can read the schemes full traffic assessment in our [Post Consultation Scheme Assessment Report Volume 5: Traffic and Economic Appraisal](#), available on the scheme website (www.lower-thames-crossing.co.uk)".

Clerk's report

The consultation on the Lower Thames Crossing acknowledged that there would be impact on local networks, including junction 3 of the M2 and the A229 but mitigation for this impact was not included in the Lower Thames Crossing Project and the consultation document stated that it would be up to other authorities/organisations to deal with this.

The Lower Thames Crossing Post-Consultation Scheme Assessment Report Volume 5: Traffic and Economics Appraisal does not include any specific reference to the impact or mitigation needed for the additional traffic outside of the immediate crossing area. It does however state that *the main users* [route 3 Lower Thames Crossing] *will be people travelling between Kent/Channel Ports and the M25/East Anglia.*"

More traffic will be attracted to M2/Chatham with 22,000-24,000 daily additional traffic movements in 2025. The report also notes that there will be a reduction in the traffic that uses the A228.

8.4 Safer Crossing Point Grovewood Drive North. County Councillor Carter has supplied a copy of the survey which is listed below.

Clerk's briefing.

The pedestrian survey did not indicate that there was a need for a zebra crossing but the survey did not take into account the 77 dwellings that will be built at Maidstone Studios. On the figures gathered KCC would not put in a zebra crossing however should the parish council pay for it then it would consider a request for permission to put a crossing in.

North is the direction of Weaving Heath, South is the direction of Mote Park, East is Tesco and West is Maidstone Studios.

Grovewood Drive North - Maidstone - Manual Traffic Survey: Wednesday, 20 September 2017.

Survey undertaken between 0700 and 1900 with two of the current pedestrian islands and six zones being monitored. The survey records separately the numbers of pedestrians using either zones or islands

A copy of the survey which details ages of people, use of pushchairs etc. using the island and zones is available.

Zones 1 -6.

Zones 1 (starts at by junction of Provender Way) to 6 (ends by boundary of Tesco car park and Grove Green Hall).

Records are kept of Northbound and Southbound movements.

In all 13 people (6 northbound 7 southbound) choose to cross the road without using an island. The age range of the 13 people was recorded as aged between 18 to 65. No mobility impaired, pushchairs or cyclists were recorded as crossing in the zones.

There fewer people just crossing the road in the zones adjacent to the two pedestrian crossings.

Traffic island 1 (closest to Provender Way).

Northbound 60 users (including 7 pushchairs and 8 cyclists).

Peak crossing time 1500-1600 with 27 recorded.

Under 12 accompanied	5
Age 12-18	7
Age 18-65	8
Pushchairs	3
Cyclists	4

Southbound 74 users (including 5 pushchairs and 10 cyclists).

Peak crossing time 0800-0900 with 27 recorded.

Under 12 accompanied	4
Age 12-18	11
Age 18-65	5
Pushchairs	1
Cyclists	6

Traffic island 2 (near Tesco entrance).

Northbound 45 users (including 3 pushchairs and 2 cyclists).

Peak crossing time 1500-1600 with 12 recorded.

Under 12 accompanied	2
Age 12-18	6
Age 18-65	4
Pushchairs	1

Southbound 41 users (including 2 cyclists).

Usage was steady throughout the day there was slight peak (6 people) between 0800-0900.

Automatic Traffic Survey Speed and numbers and classes of vehicles.

Undertaken Monday 25th September and Sunday 1st October 2017.

The survey lines were placed just east of the junction of Grovewood Drive North and Shepherds Gate Drive.

Number of vehicles, in the week of survey, travelling

Eastbound 42,271 (including 654 vehicles in the HGV/bus classes)

Westbound 43,778 (including 656 vehicles in the HGV/bus classes)

Speeds.

Grovewood Drive North has a 30mph speed limit.

KCC Highways advises that the mean speed limit should be considered, and this is given below however KCC Highways discounts the top 15% of speeding vehicles as this cancels out emergency vehicles and the odd maniac who drives at excess speed, the Clerk has included this mean speed limit in brackets. Whilst recognising that on one occasion a speed of 80-85 was recorded (which may have been an anomaly) the Clerk felt that it was important that members see a figure that reflects all the data collected.

Eastbound

Mean speed 29.4 mph (mean without 15% adjustment 32.97 mph)

Westbound

Mean speed 28.47 mph (mean without 15% adjustment 32.66 mph)

Item 9 Policy and Procedures. Review and Decision.

9.1 Community Infrastructure Levy.

MBC has adopted the Community Infrastructure Levy, which will come into effect on 1 October 2018 when the majority of development in the parish boundary will have been completed. The parish council can however request section 106 payments.

Extract from CIL Charging Schedule

Duty to pass CIL to local councils

5.1 The Community Infrastructure Levy (Amendment) Regulations 2013 make provision for a proportion of CIL receipts - known as the neighbourhood portion

- to be passed to Parish Councils, or be spent on behalf of communities where there is no Parish Council. The proportion passed to the Parish Council, or spent on behalf of the neighbourhood, is dependent on whether or not a neighbourhood plan has been "made" within the relevant area.

5.2 In areas where no neighbourhood plan is in place, 15% of the receipts associated with a development in that area (capped at £100 per existing council tax dwelling) will be paid to the Parish Council or will be spent on behalf of the community. Where a neighbourhood plan has been "made" 25% of CIL receipts (with no cap) will be passed to the Parish Council or will be spent on behalf of the community.

5.3 Much of Maidstone Town lies outside of established Parish boundaries and a significant level of development is expected within this area. CIL receipts collected in this area will be retained by the Council as Charging Authority, however the Council will engage with the communities where development has taken place and agree with them how best to spend the neighbourhood portion. Where development takes place within an area with a neighbourhood plan, the Council and communities will consider how the neighbourhood portion can be used to deliver the infrastructure identified in the neighbourhood plan as required to address the demands of development.

*5.4 The neighbourhood portion of the levy funding is subject to a much wider definition in regard to how the monies can be spent. The monies must be spent on supporting the development of the area however this can be achieved through:
The provision, improvement, replacement, operations or maintenance of infrastructure; or
Anything else that is concerned with addressing the demands that development places on an area.*

9.2 Boxley Parish Wishlist.

Boxley Parish Council 106 wish list	Lead responsibility	complexity and impact	impact	prospects	Clerk's update notes
Grove Green and surrounds					
Groveswood Drive/New Cut junction improvements	Kent Highways	serious traffic management changes	large on traffic flows	Poor because costly	GWD North-development on the roundabout at Maidstone Studio might affect layout. GWD South if school development goes ahead a roundabout will be installed.
Improve TV Studio Roundabout design	Kent Highways	serious traffic management changes	large on traffic flows	Poor because costly	See above
Improve TV Studio Roundabout design by road markings	Kent Highways	Simple white lining	large on traffic flows	Good	See above
Improve width of Groveswood Drive and install pedestrian refuges	Kent Highways	major changes path and road designs	encourages pedestrians	Poor because costly	No width work planned but Parish Council investigating paying for a safer crossing point
VVPT always looking for funding of projects	VVPT Trust	Various high to low cost	interest groups mainly	Good	Development at Maidstone Studio site includes a payment to VVNR.
Anything on road design to alleviate congestion	Kent Highways	Various high to low cost	large on traffic flows	Poor because costly	Traffic lights are planned for the KIMS roundabout but large-scale development inside and just outside of the parish boundary will increase traffic.

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 aged facility at Grovewood Drive North.	Removal of non-strategic play areas is being reviewed by MBC officers, Borough Councillors having refused to accept officer recommendation at the committee meeting 31 Oct. Development at the Maidstone Studio site should release £50,000 for play areas however MBC may have earmarked this for other sites (East Ward?). This issue is being taken up with MBC by Cllr Wendy Hinder. Grovewood Drive North Play area improved but promised equipment for older children not included MBC reviewing whether additional equipment can be supplied.
Community facilities for young people	MBC and Boxley PC	could be simple on open spaces	Young people seen as creating ASB	Low, Consultation always throws up objections. Some provision may be provided at the new area planned for Grovewood Drive North.	See above.
Improve Weaving Street for pedestrians	Kent Highways	serious traffic management changes	Safety and traffic flows	Poor because costly	

Walderslade/Lordswood					
Missing footways around Impton Lane	Kent Highways	Ransom Strips exist leading to high cost	Safety and pedestrianisation	Poor because costly	
Roundwood project and facilities therein	KCC	evolving project, complex but supported	Positioned as a key community opportunity	Good but a complex relationship with KCC	Parish Council awaiting response from MBC Planning.
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 refurbished Timber Tops so slightly more provision but still a need for more.	
Speed reduction Walderslade woods Rd	Kent Highways	major - traffic islands needed	Safety	2016 County Councillor Carter approached to fund a reduction 60 to 50 mph	No funding released by KCC or County Councillor Carter
Westfield Sole Road improvements for traffic flow	Kent Highways	serious traffic management changes	a black spot for potential accidents -a rat run	Low but woodland land adjoins this road. Could be land allocated for development	

Other

Land for recreational use at Boxley and Sandling and further allotments	Landowners but Rochester Bridge Wardens key	Needs to be close to communities	Family activity and exercise	medium	
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School improvements of facilities	School Governors and KCC	Could be simple projects	schools key to creating life paths for children	Good if politically acceptable	
Dual Carriageway road by Maidstone Crematorium	Kent Highways	serious traffic management changes	large on traffic flows	Future development of KIMS site may trigger this	
Roundabout names	Kent Highways	Could be simple	key landmarking of community areas	Good if Kent Highways have the will but despite reminders appear not to take on board this request.	
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 11 Volunteer Groups – INFORMATION

Walderslade Woods Group. Report from Rob Burrows Chairman
Old Chalk New Downs.

This is a Lottery Heritage Funded (LHF) initiative, to try and create a North Downs corridor by joining up the remaining packets of ancient woodland etc. At the moment, their area of interest only covers areas south of the M2, but as we suit their other criteria (e.g. on chalk), they are going to approach the LHF, to see if we can be included. They think that the idea of using the footbridges and/or subways over the M2 and Walderslade Woods (road) as wildlife crossings will be particularly of interest to the LHF as 'in vogue projects' and a way of joining us to the areas already included within the initiative.

KCC.

I had a meeting with people from Gen2 at County Hall, who manage woodlands on behalf of KCC, to talk about the tree surveys KCC pay for, but never do anything with. They agreed that these were a waste of money if they were not used, so agreed to pass the results over to the group. I also asked about KCC's approach to ponds, in terms of safety and depth. They said they would come back to me on that.

ADAFOR.

This is another LHF initiative which we are part of, and is being project managed by the **Mid Kent Downs Countryside Partnership. After a while, they have produced, in conjunction with Hadlow, a new management plan, which** has been released for our approval. They will also be approaching the Forestry Commission (FC) on our behalf, to get their approval of our new plan. Once this is done, a new funding opportunity will become available to us. FC approval makes everything else, such as TPO's and planning applications, a much more straight forward and flexible process.

Item 12 Matters for Information – INFORMATION

12.1 Programmed tree works on highway verges (e-mail 25/10/17). KCC has notified the parish council that work will be undertaken on trees at: Forestdale Road/1 Violet Close fell dead tree (24/12/17); Harvesters Way, Grove Green tree surgery on 3 trees (24/12/17); Walderslade Woods road, entire length Crown Lift (24/12/17).

12.2 Roadworks New Cut Road. Response from **Chris Seare** | *Streetworks Manager* | *Highways, Transportation & Waste* | *Kent County Council*

Thank you for enquiry regarding the recent UKPN works carried out at the roundabout outside the Maidstone Studios on New Cut Road, Maidstone.

Firstly please let me apologise for problems these works caused. My investigation into your complaint has established that some failings took place in how these works were processed through our permit scheme and identified a communication error between different teams within KCC Highways, as detailed below: -

- UKPN's permit to work was granted by an officer covering for the Maidstone area Streetworks Coordinator during a period of leave and the severity of the delays that would be caused by works of this nature through the peak traffic times at this location was not realised by that officer. As such adequate restrictions on the works timings/ method were not made a condition of working and this in conjunction with UKPNs failure on site to effectively manually control the traffic lights subsequently caused the problems experienced.*
- With respect to the Grovewood Drive North traffic survey. Unfortunately, there was a lack of communication between KCC departments regarding this taking place which meant that*

the Streetworks Team, that coordinate activities on the highway, were not notified it had been arranged and therefore were unable to advise of the nearby planned roadworks. I believe however that following your complaint that this surveys duration was extended to obtain the necessary information required.

I can confirm that measures have now been put in place to ensure that these errors do not repeat.

A review of any works processed that requires a form of traffic control (traffic lights, etc) is now carried out when a Coordinator in the Streetworks Team returns to work following a period of absence. Any works that are then considered as likely to have a major effect on the road network being added to KCC's emailed roadworks report. If you are not already a recipient of this I can add your email details to the distribution list. Future roadworks information can also be obtained from the website www.kent.gov.uk/roadworks . Also, an instruction has been issued that notification must be given to the Streetworks Team of all future planned KCC traffic surveys.

With respect to your complaint of not being unable to contact the Streetworks Team to get information regarding the works. At the time of your initial call the Maidstone Coordinator, XXXXX [Clerk redaction], was unavailable as she was out of the office attending a meeting to discuss other works. The Maidstone Streetworks Inspector was on site at New Cut Road dealing with the problem with UKPN and initiating the additional requirements for off-peak working. Unfortunately, because of the levels of roadworks being carried out it is not always possible to maintain a presence in the office to be able to provide specific information in response to phone calls. In instances such as these when a Streetworks contact is not available the correct procedure is for the contact centre to log your details as an urgent call-back using our customer services system. This would then be sent to the Streetworks Team and you would be contacted as soon as the relevant officer became available. In this case when XXXXX [Clerk redaction], returned to the office she dealt with an urgent enquiry logged using this process from St Johns Primary School about the same issue and then spoke to you regarding the matter.

I understand the frustrations that works of this nature can cause and be assured that we strive to ensure that the works of the utility companies are undertaken to reduce as far as possible any congestion on our road network. I hope that the above goes some way to explain the situation and the measures we are undertaking so the errors made on this occasion do not repeat. I apologise again for any inconvenience caused. Please feel free to contact me if you require additional information.