



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 20 May 2019** at Beechen Hall, Wildfell Close, Walderslade ME5 9RU commencing at **7:30** pm when it is proposed to transact the following business:

Please note change in start time

- 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 1st & 8th April 2019** (7.32)
To consider the minutes and if in order sign as a true record (previously circulated).
4. **Matters Arising from the Minutes** (7.33)
 - 4.1 Minute 3238/4.1 Yellow lines at junctions in Grove Green. Installation of yellow lines has been completed.
 - 4.2 Minute 3238/4.3 Junction 3 M2. Waiting Government response to 10 MPs request for action on local infrastructure.
 - 4.3 Minute 3243/7.1 Westfield Sole Road request for RTO to only allow HGVs to access the Bredhurst Industrial Area. Also, a request for the installation of Do Not Follow SatNav signs. Response awaited. KCC are requesting that a Highway Improvement Plan is completed (see item 8.5).
 - 4.4 Minute 3243/9 Litter bin New Cut Road. Request for a new bin submitted to MBC. Response awaited.
 - 4.5 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 consider applications received. See report (pages 3-4).
6. **Development Popes Field, Weaving - INFORMATION** (7.58)
To allow members to receive any updates on the situation.
7. **Planning Decisions, Appeals and Appeals Decisions - INFORMATION** (8.08)
To receive and consider any information.
Management of appearance/speeches at MBC Planning Committee. Cllr Willmott requested an item to discuss this.
8. **Highways and Byways - DECISION** (8.15)
To consider any issues raised at the meeting.

- 8.1 KCC works programme (e-mail RaFAT 24.04.19).
 - 8.2 MBC off street parking places order changes Cobtree Manor Park. See report (page 5).
 - 8.3 Crash Data Walderslade Woods Road. See report (page 5).
 - 8.4 Traffic survey Boxley Village. See report (pages 5-6).
 - 8.5 KCC Highways and Transportation message to Parish and Town Councils about Working better Together. See report (pages 6-7).
 - 8.6 Yellow lines in parish. See report (pages 7-8).
 - 8.7 KCC Planned Tree Work. See report (page 8)
- 9. **Policy and Procedures - REVIEW** (8.22)
 - 9.1 Site Traffic Management Informative Note. See report (page 9).
 - 9.2 Review of members training needs. See report (page 9).
 - 10. **Members and Officer's Reports** (8.28)
To receive any reports or notification of issues from members. See report (page 10).
 - 11. **Volunteer Groups - INFORMATION** (8.38)
To receive any reports.
 - 12. **Matters for Information – INFORMATION** (8.45)
To receive any information. See report (page 10).
 - 13. **Items for Next Agenda - DECISION** (8.50)
Requests for items to be included on the agenda to be submitted no later than 3 June.
 - 14. **Next Meeting** (8.52)
Next full Environment Committee meeting 10 June 2019 at Beechen Hall commencing at 7:30pm.
- In view of the confidential nature (personal details and data) on the 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** (8.53)
CIL Regulations. See report (page 10).

Pauline Bowdery

Pauline Bowdery
Clerk to Boxley Parish Council

Date: 13 May 2019

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: May Walderslade Woods Crash Data.
return if any fundamental changes.

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 20 May 2019. 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 5 Planning Applications for Consideration - DECISION

Ratifications.

MC/19/0765 Outline planning application with some matters reserved (appearance, layout, scale and landscaping) for construction of up to 800 dwellings, primary school, supporting retail space of up to 150sqm and GP surgery with associated road link between North Dane Way and Pear Tree Lane and other road infrastructure, open space and landscaping. Land at East Hill Chatham Kent. To **ratify** the Clerk's decision, after consulting members,
Objection.

Reasons for refusal:

1. The proposed development will be on greenfield land that is a substantial tract of undeveloped land extending from the North Downs as a green wedge into the heart of the urban area.

The area:

- Provides a wider landscape setting for Capstone Farm Country Park.
- Contributes to the setting of the Kent Downs AONB to the south and the M2 motorway.
- Contributes significantly to informal open space needs of the communities which adjoin it.
- Prevents coalescence of Lordswood/ Princes Park/Walderslade and Hempstead.

It is considered that development would be contrary to BNE25 Development in the Countryside, BNE34 Areas of Local Landscape Importance.

2. The likely proximity to wildlife habitats, ancient woodland and woodlands, with the associated lighting and activity and likelihood of informal and harmful recreational use, of the proposed houses and gardens, will further adversely impact on flora and fauna habitats and the visual amenity to the wider area. The proposal is therefore considered contrary to the provisions of paragraph 118 of the NPPF 2012 and BNE37: Wildlife Habitats.
3. It will have an unacceptable visual and sensory impact on the rural character of the area. The importance of which is identified in the Medway classification of it as an Area of Local Landscape Importance. It is considered that development will be contrary to section (ii) of BNE1: General Principles for build development.
4. It is an incongruous and out of character incursion of built development into undeveloped countryside which will result in the irretrievable loss of agricultural land.
5. This site will generate significant amounts of traffic all of which will need to use the current local highway infrastructure which as best can be described as being unable to cope with current levels, especially along Princes Avenue and also the roads linking the site to Chatham and Gillingham. There will be an unacceptable increase in the localised congestion that is already being experienced and a negative impact on road safety for pedestrian, cyclists and other road users. Vehicles to the south of the main site are likely to travel through Lordswood, again causing impacting on the local roads.

Walderslade Woods Road will be used to access the M2 at Junction 3 and the A229 for traffic wishing to access the M20 and the parish council is of the opinion that the infrastructure will not cope. The development of the Lower Thames Crossing will result in a massive increase in vehicular movements at junction 3 especially of HGVs. KCC has already identified that the roundabouts at junction 3 are operating beyond design capacity.

Access to Maidstone will be via Boxley Village using a C road that is already heavily used. Other roads in the area, Westfield Sole and Harp Farm Road, are already used will beyond their capacity as they are little more than country lanes. It is an everyday occurrence for traffic to queue before the entrance to Boxley Village, sometimes from the top of Lidsing Hill, and to find a continuous queue from the village through to Penenden Heath at am peak times and the reverse back to Boxley and beyond at pm peak.

It is considered that the development will be contrary to BNE2 Amenity Protection (iii) Activity levels & traffic generation.

6. In the absence of legal agreement being in place to secure developer contributions in connection with education, health, recreation and community services, the development will place additional demands on local services without provision first being in place to ensure that the additional demands placed on these services are being met. The proposal will therefore result in an intensified use of these facilities to the detriment of existing users. The proposed development is close to the administrative boundary with Kent and Maidstone and these areas will be adversely impacted upon so section 106 payments should also used outside of the Medway boundary.
7. The area is within the setting of the North Downs AONB and is also a water catchment area so development will potentially have an adverse impact on both.

19/501283/FULL 28 Lombardy Drive. To **ratify** the Clerk's decision, after consulting members, to respond to the Planning Officer that members "*are now happy for the Planning Officer to make the decision under delegated powers as, due to the recent changes made to the design, they no longer wish to object*".

Decisions

19/502224/OUT Outline Application with access, layout and scale matters reserved for demolition of existing cattery and outbuildings and erection of a detached 3 bed dwelling house with access and parking. Lavender Cottage Bearsted Road Weaving ME14 5LD
Deadline 31 May 2019.

19/501936/TPOA TPO application to fell one Hornbeam; Remove crossing branch on one Hornbeam over footpath; Reduce height of one Silver Birch to 6m; Reduce one Hornbeam to 2m radial distance; Sever Ivy on one Hornbeam. 1 Wildfell Close Boxley Kent ME5 9RU
Deadline 3 June 2019

19/502075/FULL Erection of a part two storey, part single storey rear and side extension, loft conversion with dormer to rear and 2no. roof lights to front. External insulation with render to the remainder of the original structure. Retaining wall to the rear garden. (Part retrospective).
4 Burleigh Drive Boxley Maidstone Kent ME14 2HY. Deadline 3 June 2019

Item 8 Highways and Byeways- INFORMATION AND DECISION

8.1 KCC works programme (e-mail RaFAT 24.04.19).

The following works are planned for roads within the parish for the coming year

Forstal Road	Maidstone	Road	Road renewal	From bridge deck over motorway to Beddow Way	Local priority
Tufa Close, Boxley	Maidstone	Drainage	Install new deep bore soakaway	Within turning circle	Risk assessment

8.2 MBC Notification Proposed Traffic Regulation Order: (e-mail 02/05/19)

OFF STREET PARKING PLACES ORDER CHANGES

Maidstone Borough Council propose to make changes to the current off-street parking places order to increase parking charges at the Cobtree Manor park Car Park.

The Order will;

Revise the current Tariffs contained in the schedules to the above order as shown in the tables below.

Car Park	Current Charges	Proposed Charges
Cobtree Manor Park, Car Park	Between 7am and 9.00pm – Any period £1.50	Between 7am and 9.00pm – Any period £2.00

Cobtree Manor Park Car Park (SEASON PERMITS)

Car Park	Current Charges	Proposed Charges
Cobtree Manor Park, Car Park	Annual Period Tariff for All days £40.00	Annual Period Tariff for All days £50.00

If you wish to offer support or object to a proposed Order you should send the grounds for your objection in writing to the Parking Services Manager quoting the name of the Order to, Maidstone House, King Street, Maidstone ME15 6JQ.

Please note final date for written objections to the proposals is Friday 31st May 2019.

8.3 Crash Data Walderslade Woods Road.

Clerk's note. In late April another crash took place at the west junction of Impton Lane (not hospital junction). The crash data has been applied for however the e-mail response (09/05/19) was.

“At present we only have validated data to the end of Sep 2018 and are awaiting DFT to confirm we can release data up to 31/12/18, we are hopeful this will happen in the next few weeks but I'm afraid I can't provide you with a definite date”.

8.4 Traffic survey Boxley Village

The following are the results of the traffic lines set across the southern entry to the village (last year) to gather information for the Leeds/Langley Bypass issue)

**Taken in mid to
late 2018**

Boxley Traffic Counts

Location: Maidstone Side of CTRL

Period 06:00 - 22:00

All vehicles

Date	Day	North bound	South Bound	Total per day	Summary		
02/11/2018	Friday	3568	3890	7458	North		South
03/11/2018	Saturday	3079	3260	6339	Fri-Sun		Fri-Sun
04/11/2018	Sunday	2282	2263	4545	8929		9413
05/11/2018	Monday	3761	4323	8084			
06/11/2018	Tuesday	4027	4525	8552			
07/11/2018	Wednesday	3858	4726	8584			
08/11/2018	Thursday	3965	4570	8535	North		South
09/11/2018	Friday	3956	4283	8239	Mon-Sun		Mon Sun
10/11/2018	Saturday	3096	3127	6223	24797		27700
11/11/2018	Sunday	2134	2146	4280			
12/11/2018	Monday	3755	4174	7929	North		South
13/11/2018	Tuesday	4172	4891	9063	Mon-Thurs		Mon Thurs
14/11/2018	Wednesday	4193	4527	8720	15928		18016
15/11/2018	Thursday	3808	4424	8232			
				Sub total	49654		55129
				Total	104783		

<p>Average per week 52,391</p>

8.5 KCC Highways and Transportation message to Parish and Town Councils about Working better Together. (KALC e-mail 08/05/19)

Clerk’s note: Members are asked to read this carefully as KCC is now making parishes the first port of call for residents. The Parish Council has to convert its ‘wishlist’ into another format for MBC to have for any CIL/S106 payment requests so the development of a Highway’s Improvement Plan can be done in conjunction with this work. The information pack and templates referred to in the report below have been saved onto the Parish Council’s system. Two relevant examples of information have been included as an enclosure.

The Environment Committee predicted a change to the way KCC would operate and in 2016 identified a Highways Projects Budget and a policy and procedure for applying to the parish council to fund highway improvements title Identification of and Procedure for considering a project (enclosed as an attachment).

****A message from Kent Highways and Transportation to Parish and Town Councils****

Managing requests for changes to the highway

We want communities to have a greater voice in prioritising the road safety measures we need to take and to be more responsive to community needs. At the same time, we need to balance requests with the money we have available to spend, making sure our investment has the most impact in making roads safer for all users.

Local communities are best-placed to tell us about the road safety issues in their areas and, through the collaboration between local Members and parish and town councils, this can provide us with a clear view about the local priorities we should be addressing.

Managing requests for improvements and changes

To help us improve the way we manage requests for these types of changes and improvements, we ask members of the public to contact their parish or town council. This will enable us to assist Parishes and communities with their requests in a more proactive and programmed way.

Parish and town councils know their local area well and it is this knowledge that can help us focus our efforts and finite funding on improvements or changes that have the greatest priority. It also gives parish and town councils a more effective way of spending their money to solve local issues.

We would encourage parish and town councils, working with their local KCC Members, to develop a Highways Improvement Plan for their areas. The plan gives parish and town councils the opportunity to decide which community priorities they want to take forward. Given the finite KCC highways budget, not all priorities are likely to be funded. However, the Kent Highways team can discuss the problems and provide technical advice for the best way to deliver improvements and provide estimates for the costs. Using this information, parish and town councils can determine whether they can provide funding for these priorities and, working with Kent Highways, deliver them.

Members of the public wanting to make a request for lower road speeds or other road safety improvements are asked to take the following steps:

- 1. Check the crash data of the site where the improvements are wanted*
- 2. Contact their local parish/town council with the crash data or other evidence for the request, who would then contact the KCC member for further collaboration*

Benefits

- Communities not only have a voice on the road safety improvements that are delivered in their areas, but they also have control over determining these and taking them forward*
- There is greater transparency of road safety improvements in local areas through local Highways Improvement Plans*
- Highways, Members and parish and town councils have a more productive relationship*
- Highways staff have more time to work proactively with local communities in delivering these improvements*

More information

If you need help developing your Highways Improvement Plan, please contact your local Highways team who will be happy to answer your questions to get you started.

A Guide to the Process is attached for reference, as is a template for a Highway Improvement plan in both Word and PDF format.

We will make changes to our website so that we publish the improvements or changes that we will be making over the next year as part of our Casualty Reduction Programme. For details of all other road schemes or planned maintenance, please visit www.kent.gov.uk/highways.

8.6 Yellow lines in parish.

To consider outstanding issues regarding double yellow lines in: Grovewood Drive South, Provender Way and a resident has requested DYL at the junction of Old Chatham Road/Tyland Lane to extend further down Tyland Lane due to parking

outside of Tyland Mews restricting sight lines, note, short sections of DYL are currently in place.

Section 106 KIMs, request that this be used to install further yellow lines on Grovewood Drive South and Provender Way. Response from KCC.

“The S106 for KIMS (16/507292) secures a ‘Parking Control Contribution’ that can be spent on ‘appropriate parking control measures to be implemented on residential streets within Grove Green and Vinters Park Estates’. The amount secured is £20k plus indexation.

The money was originally payable to MBC on commencement of development but this was changed to KCC in a Deed of Variation signed in 2017. As part of KIMS is already constructed, we are checking whether we have the money or if it is held by MBC.

We have 10 years ‘from the date of occupation of the last zone’ to spend the money. KIMS is not fully built out so there is no immediate urgency to spend it.

[Mr Wright] did raise that the money is intended to tackle parking issues arising from a fully built out KIMS. If we spend it now, we run the risk of having no funds to tackle any emerging problems in the future and we want to ensure that any implemented measures are as fully effective as possible.

So although no immediate plans to install any further waiting restrictions in Grovewood Drive South we will continue to monitor and will work with the parish council on this”.

8.7 KCC Planned Tree Work (e-mail 02/05/19). The following work has to be completed within one or two months.

AUTUMN GLADE. ADJ TO 10 AUTUMN GLADE, BOXLEY, KENT. Hornbeam Lift crown to clear 4m (Low branches).

BADGER ROAD Outside 31 BADGER ROAD, BOXLEY, KENT. Lift crown to clear 3m (Low branches)

BEECHMORE DRIVE, WALDERSLADE, KENT Cherry plum
1 Aston Close behind road sign Sever Ivy around base of stems. (Ivy / Climbers)

BOXLEY ROAD, WALDERSLADE, KENT Beech Opp 81 Sever Ivy around base of stem. (Ivy / Climbers)

LEYBOURNE CLOSE, BOXLEY, KENT Maple, silver. Remove epicormic (Epicormics)

YEW TREE CLOSE, LORDSWOOD, KENT O/s 46. Cherry, wild. Lift crown to clear 3m (Low branches)

BOXLEY ROAD, WALDERSLADE, KENT Whole Site Tree Feature
Opposite Wildwood to end of triangular section as marked. Works to remove overextended stems, sever ivy, fell dead trees and crown lift trees as marked to 5m, coppice one small hazel/elder to marked height.

O/S 20 SPENLOW DRIVE, BOXLEY, KENT Ash spp. Prune back from property by 2m (Structure interference (Tree))

WESTFIELD SOLE ROAD, BOXLEY, KENT Whole Site Tree Feature. From boxley roundabout to s – bend. Tree surgery crew required for day to tidy up storm damaged trees.

Site : FORSTAL ROAD 15m approx west of bridge over M20 when travelling east jun 6 of M20. Fell dead tree caught in adjacent tree leaning out towards highway. (Dead tree)

Chatham Road Clerk’s note: It is not clear from the report whether this is in the Sandling village area tree and hedge work is programmed.

Item 9 Policy and Procedures - INFORMATION

9.1 Site Traffic Management Informative Note

Clerk's Note. This is normally reviewed under 'housekeeping' however it is included on this agenda to:

- a) Remind members of its existence.
- b) To check whether members still want it and
- c) if yes to b) is it still fit for purpose.

Boxley Parish Council

Contractor Traffic Management Advisory.

On receipt of an application for development on a road where it is recognised that additional parking might cause dangers or major inconvenience the parish office will contact the applicant or agent explaining that the road/area has been identified as likely to be badly affected during any development.

The parish office will explain that in order to minimise impact it is felt necessary to write to the applicant/agent to notify them of the type of complaints/problems that are being experienced or likely to be experienced at certain locations.

The applicant, when proceeding with the development, is asked take this into consideration and may find the following suggestions helpful.

- Prepare a traffic management plan and supply this to contractors. Such a plan can show where contractors could park etc. to minimise the impact on the neighbours. It could also show where it is dangerous for them to park.
- Take advice from the PCSO if they need help in understanding the dangers of parking on the highway.
- Where possible arrange for off street car parking especially for vans. If necessary be prepared to move your car onto the highway to allow a large van to park there.
- When arranging for deliveries/work then account should be taken of when deliveries are arriving and the impact on the neighbours and highway.
- Try to ensure that deliveries are at reasonable times to minimise the noise disturbance for neighbours.
- Ask contractors to place a note of their contact number and the house that they are working at in the windscreen of their vehicle. This will allow residents to contact them directly if there is a particular problem. It is recognised that home owners are often not available whilst the work is taking place and so might not realize that a problem is occurring.
- If possible avoid deliveries at busy times (school pick up etc.).
- Notify neighbours when the work will start and that arrangements have been made to try to alleviate any problems.

9.2 Review of members training needs

To remind members that they are notified of training opportunities available and to receive any requests for training.

Item 10 Members and Officer's Reports- INFORMATION

Clerk's Report. Land to the rear of Tesco Grove Green.

The land was sold on, by British Land, and is now in ownership of an off shore company (Nitra Investment Holdings Ltd) which may or may not be part of the parent company that owns Tesco's. The parish office cannot trace any British office of this company and members permission is sought to stop this work. Once or twice a year residents complain about the litter or state of the land but in reality it is considered that there is little the parish office can do. Permission is sought to take no further action.

Item 12 Matters for Information - INFORMATION

Notification from Medway Council about changes to the Waste Recycling Sites in Medway to stop non Medway residents using it. (e-mail 13/05/19)

From Monday 3 June, our waste and recycling sites will be for Medway residents only. This follows changes at Kent County Council Household Waste and Recycling Centres.

To support the change, we will be checking the ID of residents upon entry for every visit at each site.

Item 15 Enforcement and Section 106 updates from MBC- INFORMATION

E-mail from MBC I am writing in regard to the 2010 CIL Regulations (as amended) Part 59. This states that Maidstone Borough Council as the CIL collecting authority, must pass the non strategic (neighbourhood) CIL funds received in the previous 6 months from development in your parish, to the Parish Council. It further recommends that where no local agreement has been made, that funds are passed twice a year. The agreed exception to this in Maidstone is where a parish council has notified us (via cil@maidstone.gov.uk) that they do not wish to receive it.

I can confirm that in the period 1st October 2018 to 31st March 2019, no CIL funds were collected from development in your Parish and so the amount of CIL that will be passed to you on 28th April 2019 will be £0.