



**BOXLEY PARISH COUNCIL**  
[www.boxleyparishcouncil.org.uk](http://www.boxleyparishcouncil.org.uk)

Beechen Hall, Wildfell Close, Walderslade, Chatham, Kent. ME5 9RU  
☎ 01634 861237 ✉ [clerk@boxleyparishcouncil.org.uk](mailto:clerk@boxleyparishcouncil.org.uk)  
**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 18 March 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 4 February 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 3212/4.1 Yellow lines at junctions in Grove Green. It is expected, if there are no emergencies, that these works will take place by 23 March 2019.
  - 4.2 Minute 3212/4.2 Speed cushions, Boxley Village. Work completed. Cllr Willmott to give a report on the work/closure.
  - 4.3 Minute 3212/4.3 Traffic survey Boxley Village. The office has approached KCC about whether BPC can have copies of the data collected by the survey lines south of Boxley Village. KCC have been chased.
  - 4.4 Minute 3212/4.4 Drainage Boxley Village. Work completed, it is suggested that the situation is monitored and returned to the agenda if a need arises.
  - 4.5 Minute 3212/4.5 S106 payment. KCC has been notified of the existence of this payment as only KCC can claim it.
  - 4.6 Minute 3212/4.6 Junction 3 M2. See report (page 3).
  - 4.7 Any other matters arising from the minutes not on the agenda.
- To adjourn to allow members of the public to address the meeting** (7.40)
5. **Planning Applications for Consideration - DECISION** (7.50)  
To consider applications received. See report (pages 4-5).
6. **Planning Decisions, Appeals and Appeals Decisions - INFORMATION** (8.00)  
To receive and consider any information. See (page 5)
7. **Highways and Byways - DECISION** (8.02)  
To consider any issues raised at the meeting.
  - 7.1 Snow and tree replacement. See report (page 5).
  - 7.2 Litter Lordwood, Walderslade and countryside areas. See report (page 5).
  - 7.3 KCC Soft Landscaping Tree Maintenance. See report (page 5).

8. **Policy and Procedures - REVIEW** (8.17)  
 8.1 The Clerk has reviewed the Sale of public land, a checklist for councillors to use when viewing a piece of land that KCC is considering selling, and considers it still fit for purpose.
9. **Members and Officer's Reports** (8.19)  
 To receive any reports or notification of issues from members.  
 9.1 Community Infrastructure Levy (CIL) Training update See report (pages 6-7).
10. **Volunteer Groups - INFORMATION** (8.24)  
 To receive any reports.
11. **Matters for Information – INFORMATION** (8.30)  
 To receive any information.  
 11.1 Planning application reminder. See report (page 7)  
 11.2 National Grid have notified parish council that it will be working within the immediate area in 2019 and will inform the parish council if work is planned in the parish.  
 11.3 Wildflower Pollinator Project. (email 13/02/19). See report (page 7).  
 11.4 MBC Local Plan Review. MBC has released a 'call for sites' See report (pages 7-8).  
 11.5 A245 Bearsted Road Members briefing – Tuesday 9<sup>th</sup> April 2019, 11am at The Hilton Hotel, Maidstone.
12. **Items for Next Agenda - DECISION** (8.32)  
 Requests for items to be included on the agenda to be submitted no later than 1 April 2019.
13. **Next Meeting** (8.34)  
 Next full Environment Committee meeting 8 April 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.
14. **Enforcement and Section 106 updates from MBC** (8.35)  
 To receive any information received.

*Pauline Bowdery*

Pauline Bowdery  
 Clerk to Boxley Parish Council

Date: 12 March 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: April Walderslade Woods Crash Data.  
 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 18 March 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 4. Matters Arising from the Minutes- INFORMATION**

Item 4.6 (e-mail 31/01/19). Information received from Helen Whately MP.

*MPs from across Kent are calling for road upgrades ready for the opening of the Lower Thames Crossing in 2027.*

*The £6 billion scheme to build a new Thames crossing from Gravesend to Tilbury is designed to relieve congestion and improve links between north and south, but Kent MPs have said that the impact on roads downstream must be taken into account.*

***Forecasts show traffic on our roads will increase in any event, but the new crossing means vehicles will use different routes so some roads – like the A229 and the M2 – will get a much greater increase in traffic.***

*The Lower Thames Crossing should be a good thing for Kent, but it won't be if it just shunts traffic jams further south. I've been pushing for Highways England to work out the impact on roads around Maidstone and Faversham. We now have the modelling and it's clear, local roads must be upgraded in parallel – in time for the opening of the new crossing.*

*Cllr Andrew Bowles has removed Swale council's support for the crossing because of his concerns for impact it might have on traffic and air quality in the borough.*

*I brought together ten Kent MPs to write to Highways England warning that unless the motorways and local roads are upgraded before the crossing opens in 2027, there will be gridlock. [letter available on HW's website]*

*On the A2/M2 corridor, Brenley Corner is already rammed and dangerous; with the Lower Thames Crossing, even more traffic is expected to use this junction on the way to Dover.*

*I've been campaigning to get Brenley Corner rebuilt and Highways England have told me it's got a good chance of getting funding in the next 5-year roads strategy, but that might not be in time. The Lower Thames Crossing is due to open in 2027. That's why I brought together other Kent MPs to lobby Highways England. There's no time to waste: Brenley Corner must be ready in time for the opening of the crossing.*

*There could be 25% more cars coming through Maidstone and double the number of lorries using Blue Bell Hill. Traffic around Maidstone is already at a standstill, and Blue Bell Hill is clearly not going to cope with this increase. The A249 is a well known accident black spot and impossible at rush hour, and that will see more traffic too. The Government is investing in the Lower Thames Crossing and they must invest in our local roads too.*

## Item 5 Planning Applications for Consideration - DECISION

### Decisions

19/500445/ADV. Advertisement consent for installation of illuminated "Whitehead Monckton" letters sign fixed via rails to existing building. Powdercoated to closest match to building. Illuminated with 194 LED modules at 40 lumens each. Townergate House Eclipse Park Sittingbourne Road North Maidstone. Deadline 19 March 2019.

19/500897/TPOA Application to Fell 1 x tree as shown a tree plan. Remove due to size and starting to block public footpath. 1 Micawber Close Boxley Chatham Kent ME5 9JZ  
Deadline 19 March 2019.

18/506630/FULL. Demolition of existing dwelling and outbuildings and erection of 2 no. detached dwellings (revision to 18/500319/FULL) amended plans at Hawthorne Cottage, Dunn Street, Bredhurst ME7. Deadline 19 March 2019.

19/501011/TPOA. TPO Application to reduce branch canopy of one English Oak overhanging driveway by up to 3m to growth points at The Maidstone Studios, Vinters Business Park, New Cut Road, Maidstone. Deadline 25 March 2019.

19/501079/TPOA. TPO Application – Silver Birch (T1) – Fell due to excessive basal decay. Replace with 1 x Rowan. Silver Birch (T2) – fell. Specimen is lifting footpath and causing shading due to close proximity to buildings. Silver Birch (T3) – Fell. Hornboam (T4) – reduce height to 8m and radial spread to 3m at 7 Forestdale Road, ME5 9NB. Deadline 28 March 2019.

19/501025/FULL. Erection of one detached 3 bedroom house with garage and parking at 22 Goldstone Walk, Chatham ME5 9QB. Deadline 28 March 2019.

19/500760/FULL Demolition of existing extension to Unit 29 and erection of 2 No. B2/B8 general industrial/warehouse units at Land adjacent to Unit 29 Lordswood Industrial Estates, Revenge Road, Chatham. Deadline 29 March 2019.

19/501078/FULL. Erection of two storey rear extension, conversion of loft into habitable space with the insertion of dormers and internal alterations at Walelsden, Chatham Road, Sandling Maidstone. Deadline 2 April 2019.

19/500858/TPOA. TPO Application to trim overhanging branches back to boundary at 13 Macgrory Drive, Maidstone ME14 5NZ. Deadline 2 April 2019.

18/506656/FULL. Erection of a new two storey primary school and special educational needs secondary school with vehicular and pedestrian access via Kent Medical Campus together with associated car parking and drop off area, pedestrian access, drainage, areas for formal and informal outdoor play and landscaping works at Popesfield, Bearsted Road, Weavering. Deadline 1<sup>st</sup> April 2019.

The amendments can be reviewed in detail on the Council's website at [Maidstone.gov.uk/planning](http://Maidstone.gov.uk/planning) (search for application number 18/506656/FUL) and include;

- Removal of vehicular access from Bearsted Road – access now via KMC
- Removal of pedestrian access from Bearsted Road – now via KMC
- Increased provision of on-site drop-off spaces
- Removal of proposed surfaced path across Weavering Heath
- Provision of PV Solar Panels to provide on-site renewable energy
- Provision of native hedge to southern boundary and retention of existing boundary trees in site's south eastern corner

- Revised package of possible off-site highway/footway improvements that can be secured by condition if the Council considers them necessary.

Bearsted Primary and Snowfields Academies will help meet the increased demand on school places locally. The new schools will bring significant public benefit and will be entirely funded by the Department for Education. They will have a variety of facilities available for wider community use including sports, drama and music spaces.

#### **Item 6 Planning Decisions, Appeals and Appeals Decisions for information -**

18/506264/FULL. Retrospective application for retention of a car parking area at Unit 33 Adjacent Lordswood Industrial Estates, Gleamingwood Drive, Lordswood. **Refused.**

18/506178/FULL. Two storey side and front extension combined with a first floor side extension above and existing ground floor extension (Resubmission of 17/506384/FULL and 18/503229/FULL) at 6 The Covert Boxley Chatham Kent ME5 9JJ. **Refused.**

#### **Item 7 Highways and Byways - INFORMATION**

- 7.1 Snow and Tree replacement. Clerk's report. There has been numerous residents' comments regarding replanting trees along Walderslade Woods Road but a number of trees will regenerate and KCC's officer has said that they will leave the area alone and let this happen. KCC are planning to come back for a couple of more days this month to undertake more work but I have reported that Boxley Road/Beechen Bank Road, especially the village end, doesn't look good.
- Land Ownership Walderslade Woods Road M2 side.** The parish office was under the impression that the woodland area between Walderslade Woods Road and the M2 was owned by Highway England but has now discovered that at some point it was transferred to KCC Property Services.
- 7.2 Litter Lordswood, Walderslade and countryside areas. Increasing numbers of residents are complaining about litter beside roads and the fact that MBC doesn't appear to undertake any litter picking outside of the town centre. The Clerk and another resident have requested litter picks for Walderslade Woods Road (M2 side) and Harp Farm Road and it will be seen whether these are completed or programmed by the time of the meeting.
- 7.3 KCC Soft Landscaping Tree maintenance:
- SPENLOW DRIVE, WALDERLSADE. Outside No 20 remove completely smaller stem due to included union (structural weakness) works to be carried out 18-3-19.
- SPENLOW DRIVE, WALDERLSADE. Outside No 18 crown lift to 4m all round and prune back from property using natural target pruning to give 2m clearance (structural interference tree) works to be carried out 18-3-19.
- BROWNLOWE COPSE, Walderslade. At junction with Cossington Road Recoppice Hazel (Structural weakness) Works to be carried out by 29-3-19.
- BROWNLOWE COPSE, WALDERSLADE. At junction with Cossington Road. Birch, Adjacent to hazel and 2 metres right of Cossington road sign. Repollard at 5m crown break (past husbandry) Works to be carried out by 29-3-19.
- COSSINGTON ROAD, WALDERSLADE. 2 metres right of Cossington Road sign. Repollard at 4m crown break (past husbandry) works to be carried out by 29-3-19.

## Item 9 Members and Officer's Reports- INFORMATION

### **Clerk's report on the Community Infrastructure Levy (CIL) training update undertaken on 20 February 2019.**

The meeting was really a refreshment of previous training but with some clarifications. Whilst CIL is now in operation (WEF October 2018) the first payment to eligible/affected parish councils will not be until October 2019. A maximum of two payments will be made per annum (April and October) however parish councils can ask MBC to hold onto any payments until it sorts out a project. Any CIL funds have to be spent or allocated to projects within 5 years or the money has to be repaid back into the Strategic pot. I did point out to MBC that if parish councils operated on an Income & Expenditure basis then information on any payment due in April had to be provided for the 31 March End of Year calculations. Officers indicated that this could be arranged but the parish office will need to ensure this happens. It is only after planning permission is granted that CIL is calculated and it is not clear how a parish council will be informed. The developer has, from commencement of the development, 60 days to pay the CIL. As there is little housing or current retail development planned for Boxley Parish this gives it time to convert its Wish List into an Infrastructure Spend Plan and this will be bought to a future Environment Committee.

I raised the issue of the Strategic CIL pot, 70% to 80% of the CIL payment that goes to MBC for disbursement. Officer's only really wanted to talk to the parish councils about their 15% or 25% CIL but did say parish councils would be allowed to bid for funds from the total Strategic Funds but any projects were required to deliver Local Plan Strategies, KCC can also bid for projects. An example of creating or joining up cycle routes was given. The parish office will bring back information on this potential funding as it becomes available but it looks like fully worked up projects may need to be submitted with no indication on whether a local project would be successful. Officers were quite clear that parish councils would not be given a priority in this bidding process even if their parish had lots of development. MBC will set up a committee to decide on fund allocation. To be fair this levy is to improve the infrastructure around the wider area and not just the site. KCC highways etc. will still be using Section 106's.

It is unlikely that parish councils will have significant ability or funds to take on KCC or MBC in a bidding war for the Strategic CIL Funds however this will only become clear when the system starts. What may be possible is to place pressure on KCC to consider taking forward any project BPC has identified, this could be a cycle route, better footways or crossing points the link to the Local Plan is via the sustainability argument of need good walking/cycling infrastructure to get people out of cars.

MBC has a very good CIL page on its website and the slides of the presentation are available from the parish office. <https://www.maidstone.gov.uk/home/primary-services/planning-and-building/primary-areas/community-infrastructure-levy>

In response to questions raised at the meeting MBC has now released the methodology for calculating CIL on housing, please note there will be a similar calculation for retail properties but the £ charge per sqm will be different. [] brackets are the Clerk's notes as the explanation is not totally clear. MBC has also confirmed it *"will automatically pass any CIL receipts collected from development in your area on to you twice a year. Please note if there are no CIL funds secured from development within your area for the preceding 6 months, we will notify you of this"*.

#### **What is the £100 per dwelling per annum cap?**

CIL can only be passed to Parish Councils. The CIL regulations state that Parishes without a neighbourhood plan will only be allocated 15%. The total amount of CIL that can be passed to a parish each year is capped at £100, per existing Council tax paying dwelling. The parish will still receive the full amount of CIL due to them but it may be spread over more than one year.

Each April, the CIL team will use the number of council tax paying dwellings in each parish to calculate what the cap would be in that year. NB Parishes with a neighbourhood plan will receive 25% with no cap.

Example

A residential development of 10,500sqm in a parished area, outside the urban area. The CIL charge is £99 per sqm. The area has 1000 council tax paying dwellings. There is no made neighbourhood plan

The total CIL would be:

10,500sqm (development) x £99 (CIL charge per sqm) = £1,039,500

The amount due to the Parish with no made neighbourhood plan would be: £1,039,500 x 15% = £155,925.

The maximum the parish can receive is £100 per [council tax paying dwelling in the parish] dwelling.

1000 (dwellings) x £100 (cap) = £100,000 (maximum they can receive in a year)

## Item 11 Matters for Information - INFORMATION

### 11.1 Planning application reminder for members considering planning applications at the Environment Committee.

- When the office receives a major application just before a meeting an extension to the deadline will be requested. It is recognised that this may not be given. The purpose is to allow members to visit the site and to wait to see if any residents' objections were received.
- If members have concerns and, if the deadline allows, they do not have to make a decision at a meeting. Policy exists to delegate the decision to the office, after consultation with the Chair and Vice Chair or all members of the committee. If deciding to delegate a decision, members should be prepared to give guidance to the office.

### 11.3 Wildflower Pollinator Project. (email 13/02/19) In February Maidstone Borough Council will start work on converting the Grovewood Drive North grass verge into a meadow with seeding taking place late March/April.

### 11.4 Maidstone Local Plan Review – Call for Sites (following is copied from MBC e-mail 27.02.19)

*Maidstone Borough Council is starting its Local Plan Review, following the adoption of the Maidstone Borough Local Plan in 2017. An important early step in the process is a 'Call for Sites'.*

*The Call for Sites is an open request for information about land and sites which may have development potential in the future. It is particularly aimed at landowners, developers and their agents but it is open to anyone to submit a site. A key proviso is that the person submitting the site can confirm that the landowner is willing to make the land available for development should it prove suitable.*

*We are asking for information about land which could be suitable for the following uses;*

- *Housing, including specialist housing such as housing for the elderly*
- *Employment uses – offices, research & development, industrial uses and storage & distribution*
- *Retail*
- *Leisure e.g. hotels, gyms, cinemas*
- *Gypsy & Traveller/Travelling Showpeople accommodation*
- *Nursing and care homes*

**Importantly, submitting a site through the Call for Sites does not mean that it will prove suitable for inclusion in the Local Plan Review or that it will get planning permission in the future. Its important purpose is to give the council a starting list of candidate sites to consider.**

*If you have a site you would like to tell us about, more information about the Call for Sites is available through the following link on the council's website*

*<https://maidstone.gov.uk/callforsites>. We have prepared an information pack which provides supporting information, including a dedicated New Garden Communities*

*Prospectus as guidance for those wishing to promote large scale new neighbourhoods or*

settlements. Please use the dedicated submission form available on the website as this will give us the information we need to assess the site.

The Call for Sites will open on Thursday 28<sup>th</sup> February 2019. The deadline for submitting sites is **5pm Friday 24<sup>th</sup> May 2019**.

Once the deadline has passed, we will spend time comprehensively assessing the planning merits of the submitted sites. In due course the outcomes of the assessment will be compiled into a single report called a Strategic Land Availability Assessment which will be one of the evidence documents underpinning the Local Plan Review.

The current timetable sees the first public consultation on the evolving Local Plan Review document taking places in July-August 2019 with further consultations following in 2020 before the Local Plan Review is submitted for Examination in 2021.

If you do not wish to receive Local Plan Review updates like this in the future, please contact the Strategic Planning team at [LDF@maidstone.gov.uk](mailto:LDF@maidstone.gov.uk) and we will remove your details from our contacts database.