



To all Members of the Planning & Highways Committee

Cllrs Barrett, Brooks, Reilly and Webster

You are hereby summoned to attend a meeting of the Planning & Highways Committee at the Parish Office, Lower Green Recreation Ground, Pembury TN2 4DZ on **17 June 2024** at 3.30pm.

H Munro

Helen Munro

Parish Clerk

Date of Issue: 11 June 2024

Members of the Public and Press are welcome to attend

A G E N D A

1. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
2. **DECLARATIONS OF INTEREST.** To receive declarations of pecuniary and non-pecuniary interests.
The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item, you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter.
3. **MINUTES.** To receive and approve the minutes of the meeting held on 20 May 2024.
4. **CHAIRMAN'S ANNOUNCEMENTS.** To receive announcements.
5. **CLERK'S REPORT.** To receive report and update on previous actions.
6. **OPEN SESSION.** To adjourn the meeting to enable any members of the public present to address the Council. *Please note there can be no discussion of these items and issues will either be addressed elsewhere on the agenda or be referred to a future meeting of the Parish Council.*
7. **ENFORCEMENT.** To receive update on enforcement notices and appeals and consider any actions required.
8. **PLANNING APPLICATIONS.** To consider a response to Tunbridge Wells Borough Council (TWBC) for the following:
 - a. **24/01272/FULL Cottleston Farm, Kings Toll Road**
Extension to barn conversion & alterations to fenestration on all elevations (23/02496/FULL refers)
 - b. **24/01356/FULL Tesco, Pembury Road**
2no. extensions to existing store & alterations to parking
 - c. **24/01404/ENVSCR Tesco, Pembury Road**

EIA Screening Opinion - 2no. extensions to existing store & alterations to parking (24/01356/FULL).

- d. **24/01273/TPO 41 The Gill**
TREES: 2no. OAK - 30% reduction of overhanging
Branches
9. **LATE PLANNING APPLICATIONS.** To consider a response to TWBC for any applications received after the agenda was set and prior to the meeting.
10. **OTHER APPLICATIONS.** To consider any other applications – for example Lawful Development certificates and Trees in a Conservation Area applications.
- a. **24/01244/SUB 2 Hawkwell Cottages, Maidstone Road**
Submission of details in relation to Condition 4 – Rooflight details of
23/03195/LBC
- b. **24/01384/LAWPRO Pembury Hall Pembury Hall Road**
Use of the land for siting of a mobile unit for use of forestry / agriculture
purposes.
- c. **24/01396/SUB Maidstone & Tunbridge Wells NHS Trust The
Tunbridge Wells Hospital Tonbridge Road**
Submission of Details in relation to Condition 20 - Landscape & Ecological
Management Plan of 21/00797/FULL.
- d. **24/01384/LAWPRO Orchard View Stone Court Lane**
Pitched roof to rear.
11. **LATE OTHER APPLICATIONS.** To consider any other applications received after the agenda was set and prior to the meeting.
12. **DECISIONS.** To note appeals and applications granted, refused, amended or withdrawn since the last meeting.
- a. **23/03491/FULL The Frith, 39 Lower Green Road**
Demolition of dwelling and ancillary structures and residential GRANTED
redevelopment of the site comprising 5 no. 3-bed and 4 no.
4-bed dwellings, with associated new access, parking and
footpath link.
- b. **24/00917/FULL 3 Sandhurst Avenue**
Two storey side extension with single storey rear extension GRANTED
- c. **24/00874/FULL 15 Knights Ridge**
Two storey front extension GRANTED
- d. **24/00893/TPO 46 Maidstone Road**
Trees: MATURE OAK (T1) (mature oak tree) - Prune back GRANTED
crown on neighbouring bungalow side and remove dead
wood.

- | | | |
|----|---|---------|
| e. | 24/00472/FULL 1 Horse Pasture Cottages, Maidstone Road
Single storey rear extension | GRANTED |
| f. | 24/00932/FULL Fletchers, Hastings Road
Single storey side extension, first floor side dormers;
replacement porch, doors & windows; replace 2 rear windows
with French doors | GRANTED |
| g. | 24/00955/FULL Great Bayhall Barn, Chalket Lane
Variation of Conditions 2 & 3 of 23/00478/FULL - Alterations
to fenestration to all elevations, addition of PV panels, plant
shed, external material alterations, extension of sedum roof
over link. | GRANTED |
| h. | 24/00996/FULL 6 The Paddock
Part two storey, part single storey side and front extension;
part two storey, part single storey rear extension. | GRANTED |
| i. | 24/00951/FULL Great Bayhall Barn, Chalket Lane
Variation of Conditions 2, 3, 4 and 5 of 19/03602/FULL -
Alterations to landscaping and swimming pool, alterations to
fenestration and changes to materials (Alternative to
23/00538/FULL). | GRANTED |
13. **LOCAL PLAN.** To note response submitted to the Planning Inspector for Stage 3 of the Tunbridge Wells Local Plan.
14. **HIGHWAYS IMPROVEMENT PLAN (HIP).**
- a. To discuss highways improvements near the primary school and agree next steps.
- b. To review HIP and consider any changes.
15. **RISKS.** To consider any new risks which may affect the Council and actions required.
16. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.**
17. **MEETING DATES.** To agree date and time of next meeting provisionally scheduled on 15 July 2024 at 7:00pm in the Parish meeting room.



Councillors Present:

Cllr K Brooks (Chair)

Cllr G Hall

Cllr M Barrett

Cllr J Webster

Apologies:

Cllr D Reilly

Officers Present:

H Munro (Clerk)

C Stewart (Locum Deputy Clerk)

24/33. **APOLOGIES FOR ABSENCE.** Apologies were received from Cllr Reilly, and it was **RESOLVED** that the reason be accepted.

24/34. **DECLARATIONS OF INTEREST.** There were none.

24/35. **MINUTES.** It was **RESOLVED** that the minutes of the 22 April 2024 be approved and were signed by the Chair as an accurate record.

24/36. **CHAIR'S ANNOUNCEMENTS.** The Chair announced the following:

The planning application 23/03419/FULL relating to Cornford Court had been approved at the Tunbridge Wells Borough Council (TWBC) Planning Committee meeting despite strenuous objections from the Parish Council both at the consultation stage and at the Planning Committee meeting. Three Parish Councillors had attended to make representations.

It was agreed to add an item to the next Full Council agenda to discuss how best the elected Borough Councillors might represent the interests of Pembury when their wards now comprised three very disparate communities with different and possibly conflicting interests.

24/37. **OPEN SESSION.** No-one was present.

24/38. **CLERK'S REPORT.** The following report was noted:

- a. Another 30-mph banner is still awaited from KCC Highway Services.
- b. The query relating to the streetlight maintenance contract is still outstanding as the contractor is currently unavailable.

24/39. **PLANNING APPLICATIONS.** The following were considered, and it was **RESOLVED** to submit the following responses to TWBC:

- a. **24/00874/FULL** **15 Knights Ridge**
Two storey front extension

No objection. The solar panels included in the application were strongly supported and were in line with the Pembury Neighbourhood Plan.

24/40. **OTHER APPLICATIONS.** There were none.

24/41. **LATE PLANNING APPLICATIONS.** The following was noted:

a. **24/00472/FULL** **1 Horse Pasture Cottages,
Maidstone Road**

Single storey rear extension.

The Parish Council had not objected to the original application and this amendment was to avoid constructing part of the building over a Southern Water sewer. TWBC had approved the application prior to this meeting.

24/42. **OTHER LATE APPLICATIONS.** There were none.

24/43. **DECISIONS.** The following decisions were noted:

- a. **24/00884/TCA** **1 High Street**
Trees in Conservation Area Notification - NORWAY MAPLE (T1 & T2) - Minor tip reduction of western canopies of trees where limbs significantly overhang the boundary and roof of 3 High Street. Maximum reduction of limbs will be 1.5 metres and up to historic pruning points
NO OBJECTION
RAISED
- b. **24/00635/TCA** **Postillions, 2 Hastings Road**
BEECH (A) - Removal of branches growing over garage and into lawn in front of Church; SWEET CHESTNUT (B) - Removal of one branch growing across garden; HORSE CHESTNUT (C) - Removal of 3 branches growing over garden; 2 FLOWERING CHERRIES (D) - Removal of lower branches
NO OBJECTION
RAISED
- c. **24/00558/FULL** **30 Henwoods Mount**
Single-storey extension
GRANTED
- d. **24/00447/FULL** **Howfield Farm, Chalket Lane**
Variation of Condition 2 of 23/01267/FULL - Alteration to approved drawings to replace rooflights with dormer windows on west elevation
GRANTED
- e. **24/00248/FULL** **7 The Forstal**

Demolition of garage and erection of single storey side and rear extension and enlarged dormer GRANTED

- f. **24/00375/TCA** Village Green, High Street
OAK (0323) - Raise low canopy to 3m NO OBJECTION
RAISED
- g. **24/00271/FULL** **23 Cornford Park**
Conversion of existing detached garage to annexe GRANTED
- h. **24/00797/FULL** **5a Lower Green Road**
Addition of 30 inch trellis to existing 190cm close boarded fence. GRANTED
- I. **24/00431/FULL** **Downingbury Farm**
Conversion of cold store and stables into 2no. dwellings with associated parking and landscaping GRANTED
- I. **23/03419/FULL** **Cornford Court, Cornford Lane**
Demolition of existing single storey structure and erection of a part two/part three storey Assisted Living unit (use C2) comprising of 69 two-bedroom suites along with a Gym, Community Room and Hydrotherapy Pool along with associated car parking, landscaping and alterations to site levels GRANTED

24/44. **LOCAL PLAN.** It was confirmed that Capel Parish Council will make representations at all four days of the Stage 3 Local Plan hearings before the Planning Inspector. Brenchley and Matfield Parish Council will make representation on the days relating to Matter 4 and Matter 7 ((Paddock Wood Strategy and Highways Infrastructure respectively).

Possible representation at the hearings were discussed. It was agreed that the Locum Deputy Clerk would summarise issues relevant to Pembury Parish. It was **RESOLVED** to add an agenda item to agree a response for the Local Plan on to the next Full Council agenda.

24/45. **REQUESTS FROM RESIDENTS.** Requests for yellow lines at a number of locations from residents were discussed. It was agreed that the Locum Deputy Clerk would draft a summary of the process to obtain these. Requirements for yellow lines would be included in the Highway Improvement Plan (HIP) and would be emphasised in requests for S106 developer contributions relating to highways on future developments. The HIP would be reviewed at the next Committee meeting.

24/46. **ENFORCEMENT.** The updated Enforcement log was noted. It was **RESOLVED** that a response should be submitted to the Planning Inspectorate regarding the additional appeal regarding the land at Redwings Lane with the same wording as the other appeal submissions for the same site. It was **RESOLVED** that a neighbouring resident be invited to speak at the next Committee meeting.

In the event of additional appeals for the same site in the immediate future it was **RESOLVED** that the same response would be submitted on condition that the applications were not substantially different.

24/47. **RISKS.** There was nothing further discussed.

24/48. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** There were none.

24/49. **MEETING DATES.** 17 June 2024 in the Parish meeting room. The start time of future meetings to be agreed at the next Full Council meeting.

24/50. **CLOSED SESSION.** Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, it was **RESOLVED** to exclude the public and the press from the meeting at 4:28pm for the next item of business on the grounds that it would involve the likely disclosure of exempt information.

24/51. **NOTIFICATION OF INTENTION TO APPLY FOR PLANNING PERMISSION.** The details were noted.

There being no other business, the meeting closed at 16:30.

Signed: _____ Date: _____
Chair

Report to: Planning & Highways Committee

Date: 17 June 2024

By: Helen Munro (Clerk)

Subject: Update on previous actions

Decision/s Required: To receive update.

1. **Speeding in the village**

Another 30mph banner is still awaited from Kent Highway Services.

2. **Streetlights**

The maintenance contract query to be followed up.

Planning Enforcement / Appeals Log

Planning Ref: TWBC	Planning Ref: PINS	Location	Application Details	Type	Status	PPC Action Taken
21/02291/FULL 23/00016/ENF	3321734	The Meadows, Pastheap Farm, Hastings Road	Appeal against Enforcement Notice PF/T017839 - Without planning permission the installation of acoustic fencing over 2 metres in height along the northern part of the Land adjacent to the boundary.	Appeal against enforcement	Appeal in progress	26/07/2023 Submitted comment to PINS
21/02292/FULL 23/00019/ENF	3323513	The Meadows, Pastheap Farm, Hastings Road	Appeal against Enforcement Notice PF/T017839.1 - Without planning permission the erection of a 40m x 20m riding arena with associated earthworks.	Appeal against enforcement	Appeal in progress	21/08/2023 Submitted comment to PINS
23/02302/FULL	3339338 3339337	East Pitch West Pitch The Ranch UK Redwings Lane	Change of use of land from agricultural to provide a Gypsy and Traveller pitch (retrospective)	Appeal against refusal	Appeal in progress	24/04/2024 Submitted comments to PINS
23/02303/FULL 24/00007/ENF	3339249 3339251	East Pitch West Pitch The Ranch UK Redwings Lane	Change of use of land from agricultural to provide a Gypsy and Traveller pitch (retrospective)	Appeal against refusal	Appeal in progress	24/04/2024 Submitted comments to PINS
23/01668/FULL 24/00013	3339009	Plot 9-11 Land off Redwings Lane	Change of use of land for private equestrian activities and siting of a lodge for office and site management activities.	Appeal against refusal	Appeal in progress TWBC issued 2 Article 4(1) Directive that comes into force on 29/06/2024 & ends on 16/11/2024	31/05/2024 submitted comments to PINS

24/01272/FULL

Cottleston Farm, Kings Toll Road

**Extension to barn conversion and alterations to fenestration on all elevations
 (23/02496/FULL refers**

Checklist for Planning Applications re extensions/alterations to existing buildings

		Relevant PNP Policy	Officer Comments
1.	Metropolitan Green Belt?		Yes
2.	Area of outstanding Natural Beauty?		Yes
3.	Within the Limit to build Development?		No
4.	Within the Pembury Conservation Area?		No
5.	Is the proposal in keeping with the surrounding street scene?	P3	Yes
6.	Does the proposal include any provision for features that improve energy efficiency and contribute towards improved environmental performance?	P4	Not known
7.	Does the proposed design have an adverse impact on neighbouring properties in relation to privacy, overbearing or overshadowing impact?	P3	No
8.	How will the extension integrate with the existing street arrangement?	P3	N/a
9.	If details of materials to be used are provided, do they match those of the existing dwelling?		Yes
10.	If there are important existing architectural features, are these retained and well incorporated?	P3/ P6	
11.	In case of side extensions, does it avoid a 'terracing effect'?	P3	N/a
12.	If there is a dormer extension within the roof slope, does it result in overlooking of neighbours?	P3	N/a
13.	Are proposals included to reuse materials in situ to reduce waste and embodied carbon?	P4	No
14.	If information is provided regarding materials does the proposal use high-quality materials?	P4	N/a
15.	Do the design details of the windows, doors, eaves, and roof blend in with the original building and the surrounding street scene?	P3	Barn type doors proposed
16.	Do proposed materials include recycled materials, or those with high recycled content?	P4	No

17.	Does the proposal result in a loss of parking spaces?		No
18.	If garden is to be re-used to add parking, are permeable materials proposed to be used on surfaces for additional car parking?	P4	N/a
19.	Do any amended points of access result in any highway safety issues.	P13	N/a
20.	Comments from other statutory consultees?		None as at 10/06/2024

Material considerations can include (but are not limited to):

1. Local, strategic, national planning policies and policies in the Development Plan
2. Emerging new plans which have already been through at least one stage of public consultation.
3. Pre-application planning consultation carried out by, or on behalf of, the applicant.
4. Government and Planning Inspectorate requirements - circulars, orders, statutory instruments, guidance and advice.
5. Previous appeal decisions and planning Inquiry reports.
6. Principles of Case Law held through the Courts.
7. Loss of sunlight (based on Building Research Establishment guidance).
8. Overshadowing/loss of outlook to the detriment of residential amenity (though not loss of view as such).
9. Overlooking and loss of privacy.
10. Highway issues: traffic generation, vehicular access, highway safety, parking.
11. Noise or disturbance resulting from use, including proposed hours of operation.
12. Smells and fumes.
13. Capacity of physical infrastructure, e.g., in the public drainage or water systems.
14. Deficiencies in social facilities, e.g., spaces in schools.
15. Storage & handling of hazardous materials and development of contaminated land.
16. Loss or effect on trees.
17. Adverse impact on nature conservation interests & biodiversity opportunities.
18. Effect on listed buildings and conservation areas.
19. Incompatible or unacceptable uses.
20. Local financial considerations offered as a contribution or grant.
21. Layout and density of building design, visual appearance and finishing materials, disabled persons' access.
22. Inadequate or inappropriate landscaping or means of enclosure.

Non-Material Planning considerations: Issues that are not relevant to the decision: (but are not limited to this list)

23. Matters controlled under building regulations or other non-planning legislation e.g., structural stability, drainage details, fire precautions, matters covered by licences etc.
24. Private issues between neighbours e.g., land/boundary disputes, damage to property, private rights of access, covenants, ancient and other rights to light etc.
25. Problems arising from the construction period of any works, e.g., noise, dust, construction vehicles, hours of working (covered by Control of Pollution Acts).

26. Opposition to the principle of development when this has been settled by an outline planning permission or appeal
27. Applicant's personal circumstances (unless exceptionally and clearly relevant, e.g., provision of facilities for someone with a physical disability)
28. Previously made objections/representations regarding another site or application
29. Factual misrepresentation of the proposal
30. Opposition to business competition
31. Loss of property value
32. Loss of view

24/01356/FULL Tesco, Pembury Road

2no. extensions to existing store & alterations to parking

Checklist for Planning Applications re extensions/alterations to existing buildings

		Relevant PNP Policy	Officer Comments
1.	Metropolitan Green Belt?		No
2.	Area of outstanding Natural Beauty?		Yes
3.	Within the Limit to build Development?		Yes
4.	Within the Pembury Conservation Area?		No
5.	Is the proposal in keeping with the surrounding street scene?	P3	Mainly hidden from High Street and Pembury Road by existing landscaping
6.	Does the proposal include any provision for features that improve energy efficiency and contribute towards improved environmental performance?	P4	<ul style="list-style-type: none"> • 10 new EV charging spaces.
7.	Does the proposed design have an adverse impact on neighbouring properties in relation to privacy, overbearing or overshadowing impact?	P3	No
8.	How will the extension integrate with the existing street arrangement?	P3	N/a
9.	If details of materials to be used are provided, do they match those of the existing dwelling?		N/a
10.	If there are important existing architectural features, are these retained and well incorporated?	P3/ P6	N/a
11.	In case of side extensions, does it avoid a 'terracing effect'?	P3	N/a
12.	If there is a dormer extension within the roof slope, does it result in overlooking of neighbours?	P3	N/a
13.	Are proposals included to reuse materials in situ to reduce waste and embodied carbon?	P4	
14.	If information is provided regarding materials does the proposal use high-quality materials?	P4	
15.	Do the design details of the windows, doors, eaves, and roof blend in with the original building and the surrounding street scene?	P3	
16.	Do proposed materials include recycled materials, or those with high recycled content?	P4	

17.	Does the proposal result in a loss of parking spaces?		Yes. Parking to the east of the current building is removed. Loss of 43 spaces down to 248 spaces in total.
18.	If garden is to be re-used to add parking, are permeable materials proposed to be used on surfaces for additional car parking?	P4	N/a
19.	Do any amended points of access result in any highway safety issues.	P13	N/a
20.	Comments from other statutory consultees?		Yes <ul style="list-style-type: none"> • KCC – asked that National Highways is informed. • KCC – asked that trip generation is revised, and evidence provided. • Environment Agency – no comments.

Material considerations can include (but are not limited to):

1. Local, strategic, national planning policies and policies in the Development Plan
2. Emerging new plans which have already been through at least one stage of public consultation.
3. Pre-application planning consultation carried out by, or on behalf of, the applicant.
4. Government and Planning Inspectorate requirements - circulars, orders, statutory instruments, guidance and advice.
5. Previous appeal decisions and planning Inquiry reports.
6. Principles of Case Law held through the Courts.
7. Loss of sunlight (based on Building Research Establishment guidance).
8. Overshadowing/loss of outlook to the detriment of residential amenity (though not loss of view as such).
9. Overlooking and loss of privacy.
10. Highway issues: traffic generation, vehicular access, highway safety, parking.
11. Noise or disturbance resulting from use, including proposed hours of operation.
12. Smells and fumes.
13. Capacity of physical infrastructure, e.g., in the public drainage or water systems.
14. Deficiencies in social facilities, e.g., spaces in schools.
15. Storage & handling of hazardous materials and development of contaminated land.
16. Loss or effect on trees.
17. Adverse impact on nature conservation interests & biodiversity opportunities.
18. Effect on listed buildings and conservation areas.
19. Incompatible or unacceptable uses.
20. Local financial considerations offered as a contribution or grant.
21. Layout and density of building design, visual appearance and finishing materials, disabled persons' access.

22. Inadequate or inappropriate landscaping or means of enclosure.

Non-Material Planning considerations: Issues that are not relevant to the decision:
(but are not limited to this list)

23. Matters controlled under building regulations or other non-planning legislation e.g., structural stability, drainage details, fire precautions, matters covered by licences etc.
24. Private issues between neighbours e.g., land/boundary disputes, damage to property, private rights of access, covenants, ancient and other rights to light etc.
25. Problems arising from the construction period of any works, e.g., noise, dust, construction vehicles, hours of working (covered by Control of Pollution Acts).
26. Opposition to the principle of development when this has been settled by an outline planning permission or appeal
27. Applicant's personal circumstances (unless exceptionally and clearly relevant, e.g., provision of facilities for someone with a physical disability)
28. Previously made objections/representations regarding another site or application
29. Factual misrepresentation of the proposal
30. Opposition to business competition
31. Loss of property value
32. Loss of view

Dear All

I have received a response that I will respond to in due course once I have had time to digest the content properly. I suspect we must go some way towards following some recommendations although the quid pro quo must be some action by KCC - devolved or otherwise.

The response makes for disappointing, albeit sadly, unsurprising reading. For example, the flashing light speed warning being advisory, whilst I was categorically told by a policeman on site during drop off, that it was enforceable. KCC is correct although I suspect the traffic police would take a dim view of someone failing to follow the advice leading to a tragic accident i.e. "driving without due care and attention" So is this meanwhile a "do not throw stones at this notice" measure?

As with any road safety measures, it seems KCC need negative statistics to justify simple actions designed to save lives - contradicting their own policy. This is what I find as intolerable as the discrepancy between St James and Pembury.

I will write a response, however as KCC make reference to Borough and Parish Councils and Pembury Primary itself, it would be greatly appreciated if each could provide feedback first, focusing on relevant KCC text. For example, can the school issue a DP compliant geographical spread map of parental homes? It may clarify why it would be wholly inappropriate option to introduce a cycling solution due to distance, weather limitations and more particularly age groups. The KCC cycling training focuses on Year 6.

I would hope that as a matter of urgency TWBC meanwhile can take a low cost immediate action to reinstate the various white and yellow thermotape (<£7 a roll on Amazon) lines that have faded away and to remove the kerb mulch in the area closest to the school. Ideally the introduction of the SKCM should go ahead promptly too. Losing two parking spaces (Incidentally immediately outside the school railing)? - well as the alternative is people reversing into pedestrians, I'd say it's a small price to pay. That is exactly where someone reversed into me a few months back. Fortunately my son was the other side of me. Did the driver stop or apologise? - of course not - totally unaware. Imagine that had been a 1.25m child as opposed to a 1.95m adult.

Many thanks for your support. I'll calmly keep on with this until something gets done.

Kind Regards



[Redacted]

Pembury
Tunbridge Wells
Kent

[Redacted]

Highway Improvements
West

Sessions House
County Hall
Maidstone
Kent
ME14 1XQ

14 February 2024

Sent via email

Reference: 44786354

Dear [Redacted]

I am writing in response to your complaint dated 2 February regarding the safety of the roads near to Pembury Primary School. I have reviewed your complaint under stage one of our complaints procedure and am able to respond as follows:

Unfortunately, traffic, parking and general highway safety outside of schools are issues that are being experienced at most school sites across the country.

Kent County Council (KCC) works with schools to encourage them to establish a School Travel Plan to promote active modes of travel such as walking and cycling as much as possible through communication with parents and guardians around the school site. We advise that schools update their plan annually; however, upon checking the KCC School Travel Plan website (<https://jambusterstpms.co.uk/x.jsp?ano=1>), we note that Pembury Primary School have unfortunately not reviewed their plan since 2018. By producing a travel plan it not only opens up possible funding opportunities for schools to achieve grants for sustainable travel improvements such as cycle parking facilities, boot rooms etc, but it also provides KCC Highways with detailed travel data to help address highway safety concerns and issues with access to the school site. I would urge the school to register on the Jambusters website and liaise with us in updating their plan.

In addition to the School Travel Plan, KCC's Safer Road User Team has produced a programme of virtual lessons and supportive materials which are distributed to all schools to enable them to engage with their pupils on a variety of age-appropriate road safety matters. I can confirm that these virtual lessons were sent to Pembury Primary School on 1 September 2023.

The school does also receive Bikeability cycle training from KCC, and last received this for their Year 6 pupils in November 2023. We will continue to work with the school to deliver this training.

Another tool that the school may like to investigate is **Living Streets WoW** (WOW - the walk to school challenge (livingstreets.org.uk)). This is an active travel initiative that aims to reduce the number of cars used to travel to/from the school entrance each day. The WoW scheme incentivises travelling actively by recording and awarding “active journeys” – like walking, using a Park & Stride location, scooting, cycling etc. On average, Living Streets reports that WOW schools see a 30% reduction in car journeys taken to the school gate and a 23% increase in walking rates.

With regard to making improvements to the highway, it is true that as mentioned in your letter, we first have to check to see if there is any pattern of personal injury crash records for the past three years that could be addressed by engineering methods when considering any requests,.

We receive a large number of requests for the implementation of improvements on the highway and we use this evidence-based approach to prioritise investment in our highway improvement projects that aim to achieve safer roads and streets.

As we must allocate use of our finite resources towards addressing crash reduction within the county, it unfortunately sits with us to make difficult decisions regarding the delivery of Crash Remedial Measures (CRMs). I understand that there will be some frustration in our approach and appreciate your comment around being proactive; however, where our review of the crash data for certain roads shows no recorded crash pattern, it is unfortunately necessary to focus our efforts on preventing further crashes happening at locations where there is a clear pattern of such incidents occurring.

You are also correct that KCC’s Vision Zero strategy sets out the ‘Safe System Approach’ which consists of looking at safe roads and streets, safe speed, safe behaviour, safe vehicles and post collision response. This new approach is designed to build a more complete picture which understands that people make mistakes and aims to ensure these mistakes do not cause a death or life-changing injury. This includes working with Kent Police to reduce poor driver behaviour that may put the driver and others at risk, such as distraction, impairment, driving at inappropriate speeds and other socially unacceptable behaviour, such as obstructive parking.

However, we are unfortunately forced to contend with the same finite budget which, in the first instance, must be targeted to areas with the greatest need, for example, installing crossings where there is the highest volume of pedestrian demand and, as mentioned above, implementing Crash Remedial Schemes where there are known crash cluster sites.

In response to the concerns raised, officers have reviewed the crash data for Lower Green Road, past Pembury Primary School, and it currently shows no recorded crash pattern in the past three years. Typically, there is a six-month delay from the time when a crash occurs to when the data is shared with KCC by Kent Police. Furthermore, given your comments of speeding, our telematics average speed data for the road indicates good compliance with the posted speed limit of 30mph past the school. You mention in your letter about an enforceable 20mph restriction past the school; however, I can confirm that this is advisory only and the legally enforceable speed limit remains 30mph.

In your letter you also mention the discrepancies between school sites. When looking at the layout of the public highway outside schools, officers review what existing infrastructure is in place and usually recommend the following where possible:

- Signage: 'Children Crossing' warning signs located in the road and visible to drivers travelling from either direction on approach to the school
- Road Markings: Yellow 'Keep Clear' and zig-zag markings clearly marked on the highway outside the school
- Pedestrian Guard Railings: Installed at any non-vehicular access points to prevent pedestrians from running directly from an access or pathway onto the highway.

It is acknowledged that each of the above are present at the St James CofE Primary School site on Sandrock Road. It is not possible to know why each school site is different as the facilities for pedestrian access are usually decided at the planning stage. However, whilst the width of the footway on Lower Green Road would need to be reviewed in terms of pedestrian guard railings, it would certainly be possible to consider the installation of school keep clear markings (SKCM) outside the school entrance. This will result in the loss of at least two on street parking bays as SKCM have a minimum length, but this should be more effective in keeping the school entrance free of parked vehicles than the existing white 'dog bone' markings. Whilst the white markings are advisory only, used to indicate the presence of a vehicle access, Kent Police can carry out enforcement action where it is believed that parked vehicles are causing an illegal obstruction. It is noted that Lower Green Road already has 'Children Crossing' warning signs on each approach, along with flashing wig wags and an advisory 20mph during peak school times.

Whilst, for the reasons outlined above, I am afraid that we would not be in a position to fund road changes here at this time, we certainly do not wish to dismiss your concerns and we recognise that, whilst prioritising our efforts based on known crash data is an established and sensible approach, not all problems will be highlighted by following it and there may be near misses or collisions that are not reported to the police which we would not have a record of.

I appreciate that this is a highly emotive subject and looking at records and statistics alone does not tell the whole story. For this reason, KCC instigated a Highway Improvement Plan (HIP) process with local parish councils a number of years ago that enables us to work closely with them to ensure that a community voice helps to prioritise our efforts and, in many cases, this can lead to funding for improvements that do not achieve sufficient priority through our standard countywide assessments.

I note that you copied Pembury Parish Council into your original email and if they are willing to promote changes outside the School through their HIP, our Highway Improvements Team would be happy to consider this further. Indeed, I believe that it is through the HIP process that the aforementioned wig wags and advisory 20mph were installed.

However, you should just bear in mind that installing even a short length of school keep clear markings requires a Traffic Regulation Order (TRO) to be written, advertised and public consultation to be carried out before any changes can be installed on the ground. All comments and objections that are received have to be reviewed in detail and if there are more than five objections then the proposed restrictions have to be reported to the Tunbridge Wells Joint Transportation Board (JTB) to be reviewed. The board will then give a recommendation as to whether or not the proposed restrictions can proceed. Unfortunately, this is not a cheap or quick process and generally takes around six months to complete.

Regarding the badly worn road markings for the parking areas mentioned in the table at the end of your email, please note that these are installed and maintained by Tunbridge Wells Borough Council. Contact details are available via their website at <https://tunbridgewells.gov.uk/find-and-contact-us/contact-us>. They would also be responsible for clearing any leaf mulch as the street cleansing authority for this area.

Should you become aware of any other defects affecting the public highway, you can report them to us at www.kent.gov.uk/highwayfaults, or by calling **03000 418181** in the event of an emergency.

I trust that I have responded to your queries in a satisfactory manner. However, if you remain dissatisfied with our response, you have the right to escalate your complaint to stage two of Kent County Council's complaints procedure. Please provide details of why our response has not resolved your complaint and what action you would require as a resolution, by replying to this email.

Yours sincerely,

Emma Tilbury
West Kent Community Engagement Team Leader
Highways and Transport
Kent County Council

Helen Munro

From: [REDACTED]
Sent: 22 May 2024 07:34
To: Helen Munro
Cc: [REDACTED]
Subject: RE: UPDATED: Highway Information Pack 2024/25
Attachments: HIP review 20/4/23; Pembury HIP.docx

Good morning Helen,

Thank you for your email. As Nigel is currently on annual leave until June I am responding in his absence.

It appears that Nigel met with Pembury Parish Council in April 2023 and the actions outlined in the attached email were taken away. It also looks like the attached HIP is the current version. However, that is not to say that things haven't moved on since then but I'm afraid I would need Nigel to advise.

As you are taking back responsibility for highway matters and, as you say, your last review appears to have been in April 2023, I think a meeting would be best and we can review where we are and what the Parish Council's current priorities may be. This will need to wait until Nigel's return but if you're happy to leave with me for now I will discuss with him on his return, and we will contact you again after 17 June to arrange a date to meet with you.

Kind regards

Emma

Emma Tilbury | West Kent Community Engagement Team Leader | Highways & Transportation | Kent County Council | [REDACTED] | www.kent.gov.uk/highways

From: Helen Munro <clerk@pemburyparishcouncil.gov.uk>
Sent: Tuesday, May 21, 2024 12:04 PM
To: West Kent Highway Improvements Team - GT <west.highwayimprovements@kent.gov.uk>
Cc: [REDACTED]
Subject: RE: UPDATED: Highway Information Pack 2024/25

Previously my Deputy Clerk, Yvette Allen, was responsible for Highways Matters. Yvette has now left, and I am taking back responsibility. Please would you let me know when Pembury last had a review as I don't think it has been done very recently.

I look forward to hearing from you shortly.

Kind regards

Helen Munro
Clerk to Pembury Parish Council
Lower Green Recreation Ground
Pembury Kent TN2 4DZ
www.pemburyparishcouncil.gov.uk
Tel: 01892-823193
Mob: 07917-325386
Working Days: Monday, Tuesday, Wednesday, Friday

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Highway Improvements Team working in Partnership with Pembury Parish Council Highway Improvement Plan



Submission Date: 05/10/2022

(Please remember that the HIP is for new initiatives/measures/schemes in your community – it is NOT to be used as a maintenance log, as these MUST be logged using the online reporting tool via this link <https://www.kent.gov.uk/roads-and-travel/report-a-problem>)

HIP Front Cover

HIP Version	Submitted by (Name)	HIP Date	Record Of Meeting Dates with KCC Virtual or Face to Face	Please list below the funding Opportunities/Sources for HIP initiatives/Measures	
				County Member, Parish Precept Donation, LTP bid	
Are you an active member of the Speed Watch Scheme?			Yes <input type="checkbox"/> No <input type="checkbox"/>	Are you an active member of the Lorry Watch Scheme?	
				Yes <input type="checkbox"/> No <input type="checkbox"/>	
Name of HIP Representative		Contact Telephone Number		Email Address	
Name of Clerk		Contact Telephone Number		Email Address	
Name of Chair	Cllr Graham Hall Planning & Highways Committee	Contact Telephone Number	01892 822689	Email Address	graham.hall@pemburyparishcouncil.gov.uk
KCC Project Manager Name		Contact Telephone Number		Email Address	

- Please note the Priority column MUST be those issues which are regarded as the most important (No 1 being your highest priority, then filtering down) KCC is unable to guarantee that all your requests will be deliverable, but Project Managers can investigate your top 1 or 2 priorities per year.

Live Priorities Record

Priority	Location	Problem/Concern	What do you feel are the potential solutions?	KCC Comments (This column is to be completed by Project Manager ONLY)

Please Note: Highway Improvement Plans will only be accepted if they are in this prescribed template format. PLEASE DO NOT ALTER IN ANY WAY. Whilst this is intended to be a living document for your Parish/Town Council*, KCC can only make resources available to review your HIP annually.



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Submission Date: 05/10/2022

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Priority	Location	Problem/Concern	What do you feel are the potential solutions	KCC Comments (This column is to be completed by Project Manager ONLY)
HIGH	Romford Road, Henwood Green Road, Woodside Road, Kings Toll Road	Congestion on the A21 Kippings Cross roundabout encourages traffic to use rural roads as a cut through. These are regularly used by walkers, cyclists and horse riders. There are three accident blackspots – on the junction at Hazeldene House; Wish Hill (north east of Albans Lodge); Blind bend where WT221 crosses Romford Road. Additional housing in Paddock Wood and Matfield will worsen the rat-running.	Reduce speed limit, mitigation and traffic calming measures, warning signage, improving verges	
High	High Street	Speeding, parking, pavement/parking, traffic using as a cut through to get to the A228/A264 from A21	To implement new road layout with road furniture which will require traffic to note oncoming traffic priority in several sites along the High Street	
HIGH	Hastings Road	Speeding, parking, pavement/parking as traffic uses this road as a cut through	To implement new road layout with road furniture which will require traffic to note oncoming traffic priority in several sites along Hastings Road	

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Highway Improvements Team working in Partnership with Pembury Parish Council Highway Improvement Plan



Submission Date: 05/10/2022

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HIGH	Lower Green Road	Speeding	To implement new road layout with road furniture which will require traffic to note oncoming traffic priority in several sites along Lower Green Road	
HIGH	Top of Church Road/Maidstone Road	Parking on junction	Double yellow lines	KCC can install corner protection DYL where the need arises, the first step in the process is consultation to ensure local support. KCC will not carry out any further consultation aside from site notices. Please refer to New Highway Works Requests Information Pack for process considerations and costs incurred for the Traffic Regulation Order. (Informal consultation with local residents will need to be carried out by the PC in the first instance)
HIGH/MEDIUM	Henwood Green Road from Hastings Road to Woodside Road	Parking issues	Consider making this one way	
MEDIUM	Canterbury Road/Hastings Road	Difficulty in pulling out of Canterbury Road due to parked cars on Hastings Road	Double yellow lines	KCC can install corner protection DYL where the need arises, the first step in the process is consultation to ensure local support. KCC will not carry out any further consultation aside from site notices. Please refer to New Highway Works Requests Information Pack for process considerations and costs incurred for the Traffic Regulation Order. (Informal consultation with local residents will need to be carried out by the PC in the first instance)

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Highway Improvements Team working in Partnership with Pembury Parish Council Highway Improvement Plan



Submission Date: 05/10/2022

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MEDIUM	Woodsgate Corner	Drivers jumping red lights and vehicles blocking the junction	CCTV Yellow hatching	This will need to be reviewed by the Intelligent Traffic Systems Team email hmc@kent.gov.uk
MEDIUM	Henwood Green Road	Speeding		Speed surveys can be carried out, funded by the Parish to ascertain the extent of the problem, and the basis for any future proposals. Await to hear if PC have funding for ATC tube surveys to go down.
LOW	Woodside Road	Dangerous for groundsmen to pull out of the depot compound onto Woodside Road as the compound has a concealed entrance.	Concealed entrance sign sited on the verge 100m before the entrance	We have been unable to locate the depot referred to, could you please supply a more detailed description of the location or a plan.
LOW	Canterbury Road	Speeding	Reduce speed limit to 20mph	Canterbury Road does not meet the criteria for a 20mph limit/zone, the minimum speed limit length is 600m in accordance with 'setting local speeds' DFT circular 01/2013. Consider half on half off parking. CRK to do site survey and report back to PPC.

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Historical Priorities Record

No	Location	Problem/Concern	What do you feel are the potential solutions?	KCC Comments
1.	Lower Green Road	Speeding – in particular outside the school	Reduce speed limit to 20mph outside school '20's plenty'	Ordered and due to be installed prior to 19.03.2021 works complete
2.	Woodsgate Way	Entrance roadway is too narrow	Widening of roadway	The entranceway looks to be no narrower than other residential streets – This would be difficult to undertake, as consideration to the tree root protection area would prohibit civils. NB the wider the road faster speeds swinging in and out. No further action from KCC at this time.
3.	Penns Yard	Parking issues	Double Yellow Lines on one side of the road. Cllr Barrington King in discussion with TWBC officers	No action for KCC at this time
4.	Cornford Lane	Major traffic congestion	Discussions taking place with residents to canvas their thoughts	No KCC action proposed at this time.
5.	Woodside Road/Kings Toll Road	Road being used as a rat run	A feeder lane on the A21 at Kippings Cross for easier access to Matfield Cllr Barrington King working with National Highways (previously known as Highways England) to develop and lobby for the dualling of the A21 further south from Kippings Cross.	Noted – No Action for KCC at this time.

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