



To all Members of the Planning & Highways Committee

Cllrs Brooks, Hall, Hemsley, Maddison- Brown, Simmons and Young

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 **Wednesday 23 July 2025** at 7:00pm.

H Munro

Helen Munro

Parish Clerk

Date of Issue: 16 July 2025

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 18 June 2025.
4. **CHAIR'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. **HIGHWAYS IMPROVEMENT PLAN (HIP).**
 - a. To receive update from the meeting with the Primary School.
 - b. To consider limiting parking in the bays by the Primary School.
 - c. To consider quote for CCTV monitoring at Woodgate Corner.
 - d. To consider the HIP.
 - e. To consider the Tunbridge Wells Bough Council Parish Road Safety Grant and agree actions.

8. **PLANNING APPLICATIONS.** To consider a response to Tunbridge Wells Borough Council (TWBC) for the following applications:
 - a. **25/01429/FULL 13 High Street**
Change of use from offices (Class E) to 1no residential dwelling (Class C3) with creation of garden space & parking.
 - b. **25/01443/FULL 5 Romford Road**
Erection of a single storey rear conservatory.
 - c. **24/03141/FULL Land North Of The A21, South & West Of Hastings Road, Hastings Road**
Development of 87no. dwellings with access, public open space & associated landscaping.
 - d. **25/01581/FULL Queens Folly, 64 Lower Green Road**
(Retrospective) Pergola, shed & aviary.
 - e. **25/01582/LBC Queens Folly, 64 Lower Green Road**
(Works already carried out) Replacement roof window.
 - f. **25/01628/FULL 46 Herons Way**
Demolition of existing rear conservatory & replacement with single storey extension; additional single storey extension to rear.
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 applications received and whether a response is required and if so, agree comments to TWBC.
11. **DECISIONS.** To note appeals and applications granted, refused, amended or withdrawn since the last meeting.
 - a. **25/01039/TPO Pembury House, Lower Green Road,**
Trees: COPPER BEECH (T1) - Fell and leave a monolith at 5-6m. GRANTED
 - b. **25/00590/FULL 26 Tonbridge Road**
Partial demolition of single storey side extension & erection of two storey extension. Alterations to side porch & fenestration. GRANTED
 - c. **25/01104/FULL 2 Hawkwell Cottage, Maidstone Road**
Extend dropped kerb by approx 2.8m to east side. GRANTED
 - d. **25/01109/TPO The Old Chapel, Hastings Road**
TREES: PLUM (T1) - Prune overhanging branches and thinning through canopy; 4 no. BIRCH (T2, T3, T4 & T5) – Remove. GRANTED

- e. **24/02697/FULL The Meadows, Pastheap Farm, Hastings Road**
Retrospective change of use and the stationing of 12 mobile homes, 5 touring caravans, 1 portacabin for residential use, 3 containers, 1 static caravan for storage, and septic tank. APPEAL DISMISSED
- f. **25/01238/FULL Ramblers, Cornford Lane**
Single storey rear extension & extended dormer windows. GRANTED

12. **ENFORCEMENT.** To receive update on enforcement action.
13. **STREETLIGHTS.**
- a. To consider quotes for annual inspections.
- b. To note Councillor inspections and consider any actions required.
14. **NEIGHBOURHOOD PLAN FUNDING.** To consider request for further action regarding the withdrawal of funding.
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 DATE.** To consider the date of next meeting currently scheduled on **Wednesday 17 September 2025 – 7pm** in the Parish Office meeting room.

Minutes of the **PLANNING AND HIGHWAYS COMMITTEE** held at the Parish Council offices on **WEDNESDAY 18 June 2025** at 7:00 pm.



Councillors Present:

Cllr K Brooks (Chair)	Cllr B Hemsley
Cllr L Maddison-Brown	Cllr P Simmons

Apologies:

Cllr G Hall	Cllr L Young
-------------	--------------

Officers Present:

H Munro (Clerk)
C Bailey (Communications Officer)

Others Present:

County Cllr C Sefton

25/070. **APOLOGIES FOR ABSENCE.** Apologies were received from Cllrs Hall and Young. It was **RESOLVED** that the apologies and reasons be accepted.

25/071. **DECLARATIONS OF INTEREST.** There were none.

25/072. **MINUTES.** It was **RESOLVED** that the minutes of the meeting of 28 May 2025 be approved and were signed by the Chair as an accurate record.

25/073. **CHAIR'S ANNOUNCEMENTS.**

Cllr Maddison-Brown was welcomed to the committee.

Concern was raised about the conservation officer's report not being upload onto the planning portal during the consultation period for a previous application. This would be flagged with Tunbridge Wells Bough Council planning department.

25/074. **CLERK'S REPORT.** The following report was noted:

- a. Woodsgate Corner – A quote for a Traffic Light Survey has been requested by Kent County Council (KCC). To be added to a future agenda once received. It was noted that any survey needs to be undertaken at a time of normal traffic flow.
- b. Double Yellow Lines – The responses have been reviewed, and an update will follow in due course.
- c. Highways Improvement Plan (HIP)
The updated HIP was noted. As KCC would not fund the Hastings Road Gateway replacement, this will be added to the next agenda.

- d. Meeting with Pembury Primary School
This has been scheduled for the end of June.

25/075. **OPEN SESSION.** County Cllr Sefton spoke about the HIP.

25/076. **PLANNING APPLICATIONS.** The following were considered, and it was **RESOLVED** to submit the following responses to TWBC:

- a. **25/01238/FULL Ramblers, Cornford Lane,**
Single storey rear extension & extended dormer windows.

No Objection

- b. **25/01274/FULL Hopper Huts, Amhurst Hill Farm, Amhurst Bank Road**

(Self-build) Conversion of disused hopper huts to a single residential dwelling with single storey rear extension, associated landscaping & creation of residential curtilage (Alternative to 23/01618/FULL).

No Objection, but the Parish Council have concerns over the lack of access for constriction traffic.

- c. **25/01235/FULL 35 Church Road**
Proposed rear second storey extension & new orangery.

No Objection, subject to no loss of light for neighbouring properties.

25/077. **LATE PLANNING APPLICATIONS.** The following were considered, and it was **RESOLVED** to submit the following responses to TWBC:

- a. **25/01389/FULL 10 Maidstone Road**
Hip to gable roof extension to both side elevations (North & South), 2 No rooflight windows to front elevation & dormer window with Juliet balcony to rear elevation.

No Objection.

- b. **25/01369/LBC Hazelwood, Romford Road,**
Listed Building Consent - alterations to garden room to use a slate roof & solar panels, install new entrance doors with canopies, and lowering a window sill. Convert bathroom into an office & relocated boiler to basement. create an archway between the kitchen & dining room, restoring a fireplace for a log burner, & walled-up doors to match existing finishes. bi-fold doors added to the garden room.

No Objection, subjected to suitable materials being used, in line with Listed Building Status.

- c. **25/01368/FULL Hazelwood , Romford Road,**
Alterations to garden room to use a slate roof & solar panels, install new entrance doors with canopies, and add bi-fold doors.

No Objection.

- d. **25/01351/TPO 1 Beech Hurst**
TREES: NORWAY MAPLE (T007) - reduce by 3-4m; SYCAMORE (T008) - reduce by 3m; 3no. SYCAMORE (T009, T010 & T027) - reduce by 3-4m; BEECH (T019) - reduce by 3-4m; ASH (T023) – fell.

No Objection.

25/078. **OTHER APPLICATIONS.** The following applications were noted.

- a. **25/01230/SUB OS Plot 4494 Junction of Romford Road Woodside Road**
Submission of Details in relation to Condition 8 - (Animal waste details); Condition 13 - (Contaminated run-off disposal details) of 23/02665/FULL
- b. **25/01333/TCA Old Rectory 4 Hastings Road**
Trees in a Conservation Area Notification: BEECH (T1) - Crown lift tree by 3 m, reduce lateral branches back by 3 m.
- c. **25/01271/SUB Pippins Farm Stone Court Lane**
Submission of Details in relation to condition 3 (External material details) & condition 4 (Construction & works methodology statement) of 24/02737/FULL

25/079. **DECISIONS.** The following decisions were noted:

- a. **25/00779/FULL 93 Woodhill Park**
Demolition of garage & erection of two storey extension **WITHDRAWN**
- b. **25/00618/TPO Owlsnest Wood, Tonbridge Road**
TREES: SWEET CHESTNUT (T16) - reduce crown 3m & 2m spread; pruning to growth points; SYCAMORE (T43) - pollard leaving 30cm stubs; 4no. SWEET CHESTNUT (T102) - Reduce in height and spread by up to 2m back to target pruning points; 4no. SWEET CHESTNUT (T155) - fell; 5no. SWEET CHESTNUT (T156) - coppice 2 stems leaving 50cm stubs; GOAT WILLOW (T157) - fell; 3no. SWEET CHESTNUT (G170) - coppice leaving 50cm stubs; 2no. GOAT WILLOW (T174) - fell; GOAT WILLOW (176) - coppice; GOAT WILLOW (T177) – fell **GRANTED**

25/080. **ENFORCEMENT.**

- a. The update on enforcement action was noted.
- b. The Article 4 Direction - Land South east of Redwings Lane was noted.

25/081. **STREETLIGHTS.**

- a. Inspection rounds were allocated to Councillors and would be conducted quarterly.
- b. Quotes for a new maintenance contract were still awaited.

25/082. **RISKS.** There were none.

25/083. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** A request to discuss limiting school parking time to be added to the next agenda.

25/084. **MEETING DATES.** The next meeting will take place on Wednesday 23 July 2025 at 7pm in the Parish Office.

There being no other business, the meeting closed at 20:12 pm.

Signed: _____ Date: _____
Chair

Report to: Planning & Highways Committee
Date: 23 July 2025
By: The Clerk
Subject: Update on previous actions

Decision/s Required: To receive update.

1. **Double Yellow Lines**

Kent Highways continue to assess the results of the public consultation, and their comments are awaited.

2. **Planning responses during the summer recess**

There is no meeting scheduled in August. Planning responses are delegated to the Clerk in consultation with Committee members via email.

Notes of Meeting with representatives from Pembury Parish Council and Pembury Primary School re: School Parking Discussion on Tuesday 24 June 2025

Attendees:

- Philip Drew – Chair of Governors
 - Hannah Walters – Headteacher
 - Cllr Katy Brooks – Parish Council Chair
 - Helen Munro – Clerk
-

Key Points Discussed:

- **Purpose of the meeting**
 - The purpose of the meeting was to discuss solutions to the congestion due to school parking at drop off and pick up times.
 - One suggested solution was to consider putting a time limit onto the parking bays outside the school to create “drop off” parking as originally intended.
 - Timed parking would displace current long term parking in the bays.
- **Regular Parking**
 - Only five school staff regularly park outside the school. Teaching staff park within the school grounds.
 - Clarification around how many nursery staff park outside to be investigated. PPC agreed to check the number of nursery staff vehicles regularly parked outside.
 - Likely that resident cars also park in the parking bays and contribute to the congestion outside the school.
- **Parent Parking**
 - Afternoon pickup time is the main issue as it requires more parking time than drop-off time.
 - Timed parking bays for drop-offs would not solve the problem during afternoon pickup.
 - Inconsiderate parking by a small minority of parents causes the danger. The school regularly communicate with parents to encourage them to park responsibly. This is not specific to Pembury and is an issue nationally.
- **Surrounding Residential Streets**
 - There are already a significant number of resident vehicles parked in surrounding roads such as The Forstall and Church Road making them unsuitable for school or staff parking.
- **Staff Car Park Proposal**
 - Kent County Council will not fund a new staff car park off The Grove.
 - Topography also poses challenges for development of a car park.

Possible Solutions:

- **Walking Bus**
 - Various drop off points for a “walking bus” were discussed. None were ideal. The recreation ground car park entrance was narrow and would not allow 2 cars to pass so could create more issues than it solved.
 - Hospice in the Weald car park did not have a pavement the whole way along to the school. It was also likely this would only be possible to use it in the morning which was not the main issue.
 - Tesco car park was a significant distance for children to walk from. Transport would need to be used to make this option viable.
 - **Enforcement Action**
 - PPC to investigate increased enforcement for illegal parking (e.g., on yellow lines and zigzags) with others.
 - **Community Transport**
 - Potential for community transport options to reduce parking demand to be explored. Kent Collage had been approached but were unable to help.
-

Actions Agreed:

1. **Parish Council** to:
 - Request information about the number of nursery staff parking outside.
 - Liaise with Tunbridge Wells Borough Council about how to increase enforcement for illegal parking around the school.
 - Explore community transport options for school-related travel.
2. **Pembury Primary School** to:
 - Continue to remind parents to park considerately.

Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

Please read before completing:

- Your 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>
- Highway Improvement Plans will only be accepted if they are in this prescribed template format. PLEASE DO NOT ALTER IN ANY WAY.
- KCC is unable to guarantee that all your requests will be deliverable, but your Community Engagement Officer will advise this once they have been fully assessed/investigated.

HIP Version	Submitted by (Name)	HIP Submission Date	Record Of Meeting Dates with KCC Virtual or Face to Face	County Member	
2	Helen Munro	26.03.25	10.03.25	Colin Sefton	
Are you an active member of the Speed Watch Scheme?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Are you an active member of the Lorry Watch Scheme?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Name of HIP Representative	Helen Munro	Contact Telephone Number	01892 823193	Email Address	clerk@pemburyparishcouncil.gov.uk
Name of Clerk	Helen Munro	Contact Telephone Number	01892 823193	Email Address	clerk@pemburyparishcouncil.gov.uk
Name of Chair	Cllr Katy Brooks Planning & Highways Committee	Contact Telephone Number		Email Address	Katy.brooks@pemburyparishcouncil.gov.uk
KCC Project Manager Team	West Kent Community Engagement Team	Contact Telephone Number	03000 418181	Email Address	west.highwayimprovements@kent.gov.uk

Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

Live Priorities Record

Priority	Location	Has this issue been raised previously?	Problem/Concern	What are your objectives/ what options would you like KCC to consider?	KCC Comments
Please prioritise issues in the order of most importance	Please be as specific as possible	Y/N	Please provide details of any evidence that you have	Please refer to the Highway Information Pack. Whilst we will investigate specific requests, it is essential to be clear on what the problem is that is trying to be resolved so that we can work with you to ascertain the most suitable solution	This column is to be completed by the Community Engagement Officer ONLY
1.	Lower Green Road / top of Church Road/Maidstone Road		Parking on Maidstone Road near the junction of Church Road, particularly at school drop off and pick up, makes it difficult for people exiting Church Road to see vehicles on Maidstone Road	Speed survey during term time. Double yellow lines. School keep clear markings.	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). 10.03.25 – The results of the Parish Council's pre-consultation engagement exercise have been shared with KCC to advise on next steps. It was also noted that Pembury Primary School's last School Travel Plan was from 2015. ER to liaise with her contact to engage with the school about updating this. The Parish Council is meeting the Chair of Governors and Headteacher in June to discuss parking outside the school.

Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

					<p>Update 09.06.25 – ET reviewed the responses from the Parish Council’s pre-consultation engagement exercise. 239 responses were received, of which 206 were in support, 22 responded with ‘don’t know’ and 11 residents objected. However, only one objection was based on highway safety grounds (concerns related to displacing the parking further up the road).</p> <p>The next step is to produce a consultation plan to be advertised as part of the legal Traffic Regulation Order (TRO) process and ET has passed this to the Planning & Advice Team to action accordingly. ET will keep the Parish Council as this progresses.</p> <p>As part of the TRO consultation, if more than six objections are received, this may trigger a report to the Joint Transportation Board (JTB), but they would only be classified as official objections if based on highway safety grounds.</p> <p>Considering the responses received as part of the engagement exercise, it is unlikely that this will need to go to JTB, but this discussion can be had once the TRO consultation has closed.</p> <p>ET has also contacted the School Travel Planner to ask if they have had any recent contact with Pembury Primary School and/or if we have plans to contact the school in the near future (we will contact the school off the</p>
--	--	--	--	--	--

Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

					<p>back of the Parish Council's concerns if nothing is scheduled in). ET will update the Parish Council as soon as this information is available.</p> <p>In addition, the Safer Road Users Team (who offer education to pupils by way of Road Safety Club/assemblies) are going to make contact with the school and will send them some virtual lessons (last provided to Pembury Primary School in August 2023).</p>
2.	Woodsgate Corner		<p>Drivers jumping red lights and vehicles blocking the junction.</p> <p>Queuing cars blocking driveways leading up to traffic lights in Tonbridge Road.</p>	<p>CCTV Yellow hatching Keep Clear markings</p>	<p>This will need to be reviewed by the Intelligent Traffic Systems Team email hmc@kent.gov.uk</p> <p>10.03.25 – Parish Council requested a 24 hour traffic light survey. A quote was requested but would cost in the region of £1,000. A Wednesday in term time was suggested, ideally during the proposed SGN roadworks.</p> <p>Update 09.06.25 – ET has requested a quote from KCC's survey company for CCTV monitoring at the A228/High Street/Tonbridge Road crossroads to understand the extent of the issues at this location and therefore what may be the most appropriate solution (if any). ET will update the Parish Council accordingly.</p>
3.	Henwood Green Road to junction with Romford Road junction with Lower Green Road		Parking Issues leading to obstruction particularly near the doctor's surgery	Consider making this one way	<p>10.03.25 - Consideration of making this section one-way was discussed at the HIP meeting. A previous public consultation showed that the proposal was not supported by residents. One-way streets tend to increase speeds and are taken as a last resort by KCC. This section could be included in the 20s Plenty initiative. Bus routes and refuse collection routes would also</p>

Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

					<p>need to be considered.</p> <p>Update 09.06.25 – ET has submitted a traffic survey request which is the first step in reviewing the feasibility of a one-way scheme, and the Parish Council will be informed as to when this has been scheduled for (<i>scheduled for 12 July 2025 and Parish Council informed 11.06.25</i>).</p> <p>This survey will record traffic volumes and directional flow but also average speeds which will be useful if the Parish Council wishes to pursue a 20mph speed limit along this road (priority 6) in the future.</p>
Currently on hold or being considered as part of a request for Section 106 funding					
4.	Canterbury Road/Hastings Road		Difficulty in pulling out of Canterbury Road due to parked cars on Hastings Road	Double yellow lines	<p>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)</p> <p>Update 10.03.25 – The Parish Council confirmed that the results of the public consultation showed there was significant concern about the loss of residents' parking spaces. Therefore, double yellow lines at the junction would not be progressed further at this time. However, the Parish Council feels that the junction remains very dangerous, and the item should remain on the HIP.</p>

Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

					<p>Works to the junction were included in a KCC report about the proposed section 106 highways works from PE1, PE2 and PE3.</p> <p>No further action for HIT at this time.</p>
5.	Henwood Green Road from Hastings Road to Woodside Road		Parking issues	Consider making this one way	<p>10.03.25 – The Parish Council confirmed that this item would be put on hold at the current time. The priority of this item to be considered by the Planning & Highways Committee.</p> <p>No further action for HIT at this time.</p>
6.	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. Funding from Section 106.	<p>10.03.25 – The Parish Council advised that a new road layout is being developed as a result of the proposed new housing from PE1, PE2 and PE3. Keep on the HIP and include a request for Section 106 funding in PPC planning responses.</p> <p>No further action for HIT at this time.</p>
7.	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. Funding from Section 106.	<p>10.03.25 – The Parish Council advised that a new road layout is being developed as a result of the proposed new housing from PE1, PE2 and PE3. Keep on the HIP and include a request for Section 106 funding in PPC planning responses.</p> <p>No further action for HIT at this time.</p>
8.	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	<p>10.03.25 – The Parish Council advised that a new road layout is being developed as a result of the proposed new housing from PE1, PE2 and PE3. Keep on the HIP and include a request for Section 106 funding in</p>

Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

				along Hastings Road. Funding from Section 106.	PPC planning responses. No further action for HIT at this time.
9.	Canterbury Road / Henwood Green Road		On-street parking in the area caused significant congestion. Buses and dustbin vans cannot always get through Henwood Green Road due to parked cars blocking their access.	Double yellow lines	10.03.25 – The Parish Council confirmed that this item would be put on hold at the current time. The priority of this item to be considered by the Planning & Highways Committee. No further action for HIT at this time.
10.	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 (northeast 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. Funding from Section 106	10.03.25 – The Parish Council advised that there has been a poor response from National Highways to address the problems of rat running from the A21. Requesting HGV satnav routes are amended to avoid them using the rural lanes to be considered. PPC were advised to liaise with Sean Holden who is trying to do this for Hawkhurst and Goudhurst. No further action for HIT at this time.
11.	Various road, Pembury (Parish Council to advise)		20s Plenty	The Parish Council (PPC) is considering the implementation of the 20s Plenty initiative in the village.	09.06.25 – KCC notes the Parish Council's desire to implement a 20mph scheme in the village. Further information to be provided by the Parish Council once they have considered which

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

				<p>To get the support of Kent Police, the initiative would need to be self-enforcing in the roads selected.</p> <p>The next steps (as of March 2025) are:</p> <ul style="list-style-type: none"> • PPC to consider which roads to include. • PPC to request traffic surveys for those roads from KCC. • KCC to assess if those roads were suitable or not. Current traffic speeds will be assessed to see if a 20mph limit would be self-enforcing. • PPC to undertake an initial public consultation to residents of any suitable roads. <p>20s Plenty would require the road to be de-luminated which would add to the costs involved. The total cost could be significant. Other local schemes were considered to be a waste of money.</p>	<p>roads to include.</p> <p>Update 17.06.25 - The Parish Council has agreed not to progress this at this time and will revisit after the works planned as part of any new developments.</p> <p>No further action for HIT at this current time.</p>
--	--	--	--	---	--

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

Historical Priorities Record (to be completed by the Community Engagement Officer ONLY)


Location	Has this issue been raised previously?	Problem/Concern	What are your objectives/ what options would you like KCC to consider?	KCC Comments
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
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.
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
Cornford Lane		Major traffic congestion	Discussions taking place with residents to canvas their thoughts	No KCC action proposed at this time.
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.
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	Speed survey undertaken in 2022.
Henwood Green		Speeding		Speed surveys can be carried out, funded by the

Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

Road				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.
Canterbury Road		Speeding	Reduce speed limit to 20mph	<p>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.</p> <p>Consider half on half off parking. CRK to do site survey and report back to PPC.</p>
Lower Green Road / top of Church Road/Maidstone Road		Road safety particularly during school drop off and pick up, is an issue. Compared to St James Primary school in Tunbridge Wells, there are much fewer interventions.	Speed survey during term time. Double yellow lines. School keep clear markings.	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)
Woodside Road (slugs.being.joins)		Concealed entrance	Install a concealed entrance sign	<p>10.03.25 – KCC advised that concealed entrance signs are not approved by the Department of Transport so therefore would have to be on private land. Planning permission might also be required.</p> <p>09.06.25 – ET confirmed the information above. A land registry search would be required to confirm, but it appears that the verge on the southeastern side may not be highway maintainable. With the land owners' permission, the Parish Council could therefore install their own concealed entrance</p>

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

				<p>sign.</p>  <p>Update 17.06.25 - Parish Council advised that they are likely to install a sign on their own land.</p> <p>No further action for HIT.</p>
Hastings Road		Gateway is deteriorating	Refurbish gateway	<p>10.03.25 – The Parish Council noted that the previous quote had been too expensive. KCC advised that, in general, village gateways become the responsibility of the Parish Council. However, this was not the Parish Council's understanding.</p> <p>09.06.25 – ET advised that, whilst we agree that information on gateways becoming the Parish Council's asset post-installation has not previously been well communicated, the more recent Highway Information Packs advise, with regard to future maintenance, that, <i>at the end of life, funding will need to be found by the scheme promotor to maintain/ replace the gateways as KCC are not in the position to fund this. We would advise that the Parish Council add these assets</i></p>

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

to their insurance.

However, in this instance, KCC can look to fund the replacement of the existing gateway with a new gateway. This will not be the same as currently on site (shown below), as we now only install gateways according to the Kent Traffic Signs Manual (example from scheme drawing from a gateway recently installed in Frittenden below).



Parish Council to confirm if they would like to pursue this option (*discussing at Planning &*

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

				<p><i>Highways Committee 18.06.25).</i></p> <p>Update 20.06.25 - The Parish Council advised that, following their committee meeting on Wednesday, they do not wish to progress any work to the Hastings Road gateway at this time.</p> <p>Moved to historical priorities record.</p>
--	--	--	--	--

From: Rob Wormington (Cllr) <Rob.Wormington@TunbridgeWells.gov.uk>
Sent: 25 June 2025 08:03
To: Capel (Parish Clerk); Hawkhurst (Parish Clerk); Horsmoden (Parish Clerk); Horsmonden (Assistant Clerk); Lamberhurst (Parish Council); Helen Munro; Rusthall (Deputy Clerk); Rusthall (Parish Clerk); Sandhurst (Parish Clerk); Speldhurst (Parish Clerk); Goudhurst (Parish Clerk); Cranbrook and Sissinghurst (Parish Clerk); Bidborough (Parish Clerk); Goudhurst (Assistant Clerk); Brenchley and Matfield (Parish Clerk); Frittenden (Parish Clerk); Benenden (Parish Clerk)
Cc: Astra Birch (Cllr)
Subject: Parish Road Safety Grant

Follow Up Flag: Follow up
Flag Status: Completed

Dear Parish Council Chairs (BCCed) and Clerks,

I am writing to you with the exciting news that we have some funding available to support road safety in your parish. Each parish can claim up to £25 000, and we would be happy for this money either to fund a smaller project in full or as part of a contribution to a larger project, if match funding is in place or if your parish is covering the rest.

To be eligible to receive this money, your Highway Improvement Plan will need to meet certain criteria by the time we make a decision in early 2026. It may well be just a case of making small adjustments to your HIP or this could be an opportunity to take a more in depth look at your HIP. Ultimately, we need to see three things to consider funding your projects:

- A prioritised list of projects in your HIP- so we know what you would most like TWBC to support. Please note we will only be considering projects in your HIP
- The projects you wish to seek funding for needs to include KCC officer cost estimates
- Projects / schemes will need to be supported by KCC - with relevant surveys and other investigations already completed

KCC have told us that to be able to carry out the appropriate work and to allow sufficient time to develop schemes to the required stage, the HIPs will need to be received by KCC at the latest 31st of October, to the email address: west.highwayimprovements@kent.gov.uk with subject line 'Rural Parish Grants'. Of course, early dialogue and submission to KCC will mean that there is an opportunity to address any issues in advance of the deadline.

Please let us know by return email if you would like to take up this offer, and we can discuss the details further and address any questions you may have. Please don't direct questions to KCC regarding this grant as they are not administering it. You can continue to contact them about the content of your HIP, as normal.

Finally, I would like to extend a thank you to Mike Martin MP and his team, who have supported this project from the beginning and have been very helpful in bringing people together and pushing things forward. He and his office are very happy to support you in this process, you can email him directly mike.martin.mp@parliament.uk.

Yours sincerely,

Cllr Rob Wormington and Cllr Astra Birch

Portfolio Holders for Environment & Sustainability and Housing & Communities

This e-mail is confidential and intended solely for the use of the individual to whom it is addressed.

Any views or opinions presented are solely those of the author and do not necessarily represent those of Tunbridge Wells Borough Council. If you are not the intended recipient, be advised that you have received this e-mail in error and that any use, dissemination, forwarding, printing or copying of this e-mail is strictly prohibited. If you have received this e-mail in error please notify Tunbridge Wells Borough Council on telephone +44 (0)1892 526121 or e-mail to info@tunbridgewells.gov.uk.

Helen Munro

From: MARTIN, Mike (MP) <mike.martin.mp@parliament.uk>
Sent: 25 June 2025 15:52
To: Helen Munro
Subject: Village Speeding/Mike Martin MP
Attachments: Highway Information Pack 2023-24 (1).pdf

Dear Pembury Parish Council

I hope you are well and looking forward to the summer break, if you are having one.

At the beginning of my term, I visited Parish Councils across the Tunbridge Wells constituency and one issue that was raised consistently with me was speeding in villages.

Therefore, I'm really pleased to say that, following work between my office, Tunbridge Wells Borough Council and Kent County Council, Pembury Parish Council will be eligible to receive £25,000 to implement traffic calming measures in their local villages. The funding will come from Tunbridge Wells Borough Council, and Parish Councils will also be able to top up this grant from their own funds. I know this is something that Parish Councillors and their communities have been campaigning for, and I hope this new funding will make villages that bit safer for their residents.

You should have received an email from Tunbridge Wells Borough Councillors, detailing the proposal and submission process, and timeframe. I've attached a Highway Improvement Plan Information Pack from Kent County Council in this email, which sets out the costs of different traffic calming measures, for your interest. I understand that Parishes may already have specific ideas set out in Highways Improvement Plans (HIPs), so it would be good to see one or more of those implemented. Some HIPs may need to be updated or amended to reflect current Highway Code and Kent County Council policy. You're also very welcome to submit new proposals from scratch.

Your local KCC councillor, Mark Munday, and I are very happy to work through proposals with you and visit your Parish to run a town-hall style event where we can solicit ideas for Highways Improvement. Please respond to this email if this is something of interest.

As you know, the initial proposal deadline is at the end of October, so time is quite short. Therefore, I would advise councillors to begin this process imminently, particularly in anticipation of some back and forth between KCC and Parish Councillors regarding feasibility. I am also happy to assist parishes in negotiating with KCC on feasibilities.

I will also be running an online consultation for residents to submit their ideas for what Highways Improvements they'd like to see in their village. I will then share relevant village data with each Parish Council to help them reach a decision. I will follow up with more details of this in due course, but it would be great if you could share this consultation with your communities when it is published.

Thank you again for all your hard work developing your HIPs and representing the concerns of your communities. I look forward to working with you.

Best wishes,
Mike



Mike Martin MP
Member of Parliament for Tunbridge Wells
www.mike-martin.co.uk | @ThreshedThought

For updates on local news, events and my work for Tunbridge Wells, Paddock Wood and our villages, please sign up to my [newsletter](#).

UK Parliament Disclaimer: this e-mail is confidential to the intended recipient. If you have received it in error, please notify the sender and delete it from your system. Any unauthorised use, disclosure, or copying is not permitted. This e-mail has been checked for viruses, but no liability is accepted for any damage caused by any virus transmitted by this e-mail. This e-mail address is not secure, is not encrypted and should not be used for sensitive data.

Planning & Highways Committee
23 July 2025

Agenda item 10 – Other Applications

- a. **25/01605/SUB Tesco Pembury Road**
Submission of Details in relation to Condition 9 - (Construction environmental management plan) of 24/01356/FULL

- b. **25/01564/TCA Amberleaze 2 Lower Green Road**
Trees in Conservation Area Notification: 2 no. CYPRESS - Laterally reduce overhanging face by 2m; 1 no. CYPRESS – Fell

- b. **25/01558/TDD Land Rear Of 1 - 10 Beech Hurst**
Dead, Dying or Dangerous Tree Notification: BIRCH (T22) – Fell

Report to: Planning & Highways Committee
Date: 23 July 2025
By: The Clerk
Subject: Streetlight maintenance quotes

Decision/s Required: To consider quotes for annual inspections.


1. Introduction

4 companies were approached to quote for annual inspections for the inspections of Parish Council owned streetlights. Only 2 new companies quoted for the work as well as the original company.

2. Quotes

- 3.**
- Contractor A £1,356.00
 - Contractor B £1,591.00
 - Contractor C £2,062.85

Streetlight Inspection

Col.	Road	Location	Material	Height	Inspection Round	Allocated to	Link to Inspection	June 2025 inspection completed	Issues reported	Comments	
1	Belfield Road	Opposite No. 2	Cast Iron	5m	1	Paul	Round 1	07/06/2025	Y	Prune vegetation	
2	Belfield Road	Outside No. 10	Steel	5m					N		
3	Belfield Road	Opposite No. 25	Cast Iron	5m					N		
4	Belfield Road	Opposite No. 37	Cast Iron	5m					N		
5	Belfield Road	Opposite No. 51	Cast Iron	5m					N		
6	Belfield Road	Opposite No. 61	Steel	5m					N		
7	Belfield Road	Footpath Rear of No. 45	Cast Iron	5m					N		
8	Henwood Green Road	Outside No. 18	Galvanised	5m	2	Graham	Round 2	26/06/2025	N		
9	Henwood Green Road	Junction with Woodside Road	Steel	5m					N		
10	Henwood Green Road	Opposite junction with Stanam Rd	Steel	5m					N		
11	Henwood Green Road	Junction Canterbury Road	Steel	5m					N		
12	Henwood Green Road	Outside No. 49	Cast Iron	5m					N		
13	Henwood Green Road	Outside No. 61	Cast Iron	4m					N		
14	Henwood Green Road	Outside No. 66	Steel	5m	3	Katy	Round 3	15/07/2025	N		
15	Henwood Green Road	Outside No. 78	Cast Iron	4m					N		
16	Henwood Green Road	Outside No. 92	Steel	5m					N		
17	Henwood Green Road	Outside No. 102	Steel	5m					Y	Prune vegetation	
18	Henwood Green Road	Outside No. 110	Cast Iron	4m					N		
19	Pembury Close	On Green	Cast Iron	5m	4	Lisa	Round 4	14/07/2025	N		
20	Romford Road	Outside No. 8	Steel	5m					Y	Off centre but stable	
21	Romford Road	Outside No. 33	Steel	5m					N		
22	Romford Road	Outside No. 49	Steel	5m					N		
23	Romford Road	Opposite Heskett Park	Cast Iron	5m					Y	Prune vegetation	
24	Romford Road	Adjacent to Priory Farm	Steel	5m					N		
25	Romford Road	Opposite Woodlands	Cast Iron	5m	5	Brian	Round 5	07/07/2025	N		
26	Romford Road	Outside Southview	Steel	5m					N		
27	Romford Road	Outside Syndal	Steel	5m					N		
28	Romford Road	Outside Romford Farm	Cast Iron	5m					N		
29	Romford Road	Outside Silron Paddock	Steel	5m					N		
30	Kingstoll Road	Outside Wellgrove Oast House	Steel	5m					Y	Prune vegetation	
31	Kingstoll Road	Junction Romford Road	Steel	5m					Y	Damage to column	
32	Woodside Road	Junction Romford Road	Steel	5m	6	Lester	Round 6				
33	Woodside Road	Outside Meadowsweet	Steel	5m							
34	Woodside Road	Adjacent to allotments	Steel	5m							
35	Woodside Road	Opposite allotments	Steel	5m							
36	Woodside Road	Opposite Henwoods Mount	Steel	5m							
37	Woodhill Park	Entrance to park	Steel	5m	7	Office	Round 7	24/06/2025	N		
38	Lower Green Recreation Gr	Car Park Entrance	Steel	5m					N		
39	Lower Green Recreation Gr	Car Park	Steel	5m					N		