



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 17 September 2025** at 7:00pm.

H Munro

Helen Munro

Parish Clerk

Date of Issue: 10 September 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 23 July 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. **PLANNING APPLICATIONS.** To note responses submitted to Tunbridge Wells Borough Council (TWBC) during the summer recess.
8. **PLANNING APPLICATIONS.** To consider a response to TWBC for the following applications:
 - a. **25/01878/ADV Tesco, Pembury Road**
Advertisement - Installation of an illuminated totem

sign & 2x banner signs.

- b. **25/01899/FULL Pyramid Orchard Kings Toll Road**
Additional windows & doors with vertical timber cladding over existing weatherboard walls.
 - c. **25/01958/FULL 21 High Street**
Replacement of single-glazed timber-framed windows with slimline double glazed timber-framed windows.
 - d. **25/01959/LBC 21 High Street**
Listed Building Consent - Replacement of singleglazed timber-framed windows with slimline double glazed timber-framed windows.
 - e. **25/02065/FULL 152 Henwood Green Road**
(Retrospective) New front porch.
 - f. **25/02091/FULL 15 Elmhurst Avenue**
Single-storey rear and side extensions; two-storey extension; demolition of existing side single-storey extension. Front porch extension. Replacement of existing windows. Full-height render finish to all new & existing external wall surfaces.
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. **PLANNING APPEALS.** To consider appeal for 25/00345/FULL, The Flat, 9 High Street - Construction of additional storey to flat - and agree response to the Planning Inspector.
12. **DECISIONS.** To note appeals and applications granted, refused, amended or withdrawn since the last meeting.
- a. **25/01274/FULL Hopper Huts, Amhurst Lane**
(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) GRANTED
 - b. **18/03170/FULL 6 Woodside Close**
Demolition of car port and replacement with garage, side extension. Addition of pitched roof to create first floor accommodation and raising of chimney, conversion of existing garage and new driveway. APPEAL
DISMISSED
 - c. **25/01147/FULL 1B Henwood Green Road**

- | | | |
|-----|---|---------|
| | Convert garage into habitable accommodation; flat roof to pitched roof; open front porch with canopy and workshop/store extension to side elevation. | GRANTED |
| d. | 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. | GRANTED |
| e. | 25/01443/FULL 5 Romford Road
Erection of a single storey rear conservatory. | GRANTED |
| f. | 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. | GRANTED |
| g. | 25/01539/ADV Tesco, Pembury Road
Advertisement - Internally illuminated 'TESCO' lettering above site entrance. | GRANTED |
| h. | 25/01628/FULL 46 Herons Way
Demolition of existing rear conservatory & replacement with single storey extension; additional single storey extension to rear. | GRANTED |
| i. | 25/01651/FULL Great Bayhall Barn, Chalket Lane
Variation of Condition(s) 2, 5 & 9 of Planning Permission 19/03602/FULL - (Changes to approved plans and landscaping, including: alteration to gate and driveway walls; addition of greenhouse and extension of patio area with pergola, alterations to refuse storage). | GRANTED |
| j. | 25/01581/FULL Queens Folly, 64 Lower Green Road
(Retrospective) Pergola, shed & aviary. | GRANTED |
| k. | 25/01582/LBC Queens Folly, 64 Lower Green Road
(Works already carried out) Replacement roof window. | GRANTED |
| l. | 25/01663/FULL 64 Henwood Green Road
Demolition of existing dwelling & erection of replacement dwelling, detached garage, & associated development (alternative to 23/03016/FULL). | GRANTED |
| 13. | ENFORCEMENT. To receive update on enforcement action. | |
| 14. | HIGHWAYS IMPROVEMENT PLAN (HIP). | |
| | a. To consider the 20s Plenty initiative and agree next steps. | |
| | b. To receive updated drawings of the double yellow lines on the junction of Maidstone Road and Church Road for approval. | |

- c. To consider adding a zebra crossing to the High Street by the Village Hall and post office.
- d. To consider resident's letter and suggested options to be added to the HIP and Safety Grant relating to reducing A21 rat running.
- e. To consider and agree the updated HIP.
- f. To consider an update and submission for the Tunbridge Wells Bough Council Parish Road Safety Grant.

15. **STREETLIGHTS.**

- a. To consider the current maintenance contract for renewal and whether to give notice.
- b. To consider quotes for annual inspections.

16. **RISKS.** To consider any new risks which may affect the Council and actions required.

17. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.**

18. **MEETING DATE.** To consider the date of next meeting currently scheduled on **Wednesday 22 October 2025 – 7pm** in the Parish Office meeting room.

Minutes of the **PLANNING AND HIGHWAYS COMMITTEE** held at the Parish Council offices on **WEDNESDAY 23 July 2025** at 7:00 pm.



Councillors Present:

Cllr G Hall (Vice-Chair)
Cllr L Maddison-Brown

Cllr L Young

Apologies:

Cllr K Brooks (Chair)
Cllr P Simmons

Cllr B Hemsley

Officers Present:

H Munro (Clerk)

Others Present:

Borough Cllr Rob Wormington

25/0124. **APOLOGIES FOR ABSENCE.** Apologies were received from Cllrs Brooks, Hemsley and Simmons. It was **RESOLVED** that the apologies and reasons be accepted.

25/0125. **DECLARATIONS OF INTEREST.** There were none.

25/0126. **MINUTES.** It was **RESOLVED** that the minutes of the meeting of 18 June 2025 be approved and were signed by the Chair as an accurate record.

25/0127. **CHAIR'S ANNOUNCEMENTS.** Cllr Wormington was welcomed to the meeting.

25/0128. **CLERK'S REPORT.** The following report was noted:

- a. Double Yellow Lines. Kent Highways are assessing the results of the public consultation, and their comments are awaited.
- b. 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.

25/0129. **OPEN SESSION.** Cllr Wormington spoke about the Tunbridge Wells Borough Council Parish Road Safety Grant.

25/0130. **HIGHWAYS IMPROVEMENT PLAN (HIP).**

- a. The Tunbridge Wells Borough Council Parish Road Safety Grant was discussed. It was **RESOLVED** that once the HIP had been reviewed, Kent Highways would be contacted to ensure that they supported the priority projects and could be fully costed within the timescale of the grant. An application would be made before the deadline of 31 October 2025. It was **RESOLVED** that Mike Martin, MP, would be asked to liaise with Kent Highways to expedite the work.

Cllr Wormington was thanked for attending the meeting.

Cllr Wormington left the meeting at 7:25pm

- b. The update from the meeting with the Primary School was noted.
- c. Limiting parking in the bays by the Primary School was discussed but it was **RESOLVED** that this would not be progressed.
- d. The quote for CCTV monitoring at Woodgate Corner was considered. It was **RESOLVED** to accept the quote for £690 for 24 hour recording. A Wednesday in September to be selected once the schools have gone back.
- e. The HIP was reviewed in detail. It was **RESOLVED** that the following changes be made:
 - i) A new item would be added to improve the safety of the zebra crossing on Lower Green Road from Bulls Place. Features including a built out section to be investigated.
 - ii) A new item would be added for speed cameras in Lower Green Road and Maidstone Road.
 - iii) It was **RESOLVED** that the priority order of the HIP be changed as follows:
 - (1) Double Yellow lines on the junction of Maidstone Road and Church Road
 - (2) Safety features including a built out section for the zebra crossing on Lower Green Road from Bulls Place.
 - (3) Speed cameras on Lower Green Road.
 - (4) Speed cameras on Maidstone Road.
 - (5) Woodsgate Corner.
 - (6) Henwood Green Road to junction with Romford Road Junction with Lower Green Road.
- f. Items 1 to 4 would be added to the Road Safety Grant application if they were within the available £25,000.

25/0131. **PLANNING APPLICATIONS.** The following were considered, and it was **RESOLVED** to submit the following responses to TWBC:

- 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.

No objections but it was requested that the dropped kerbs to the front of the property be corrected to accommodate both spaces. There was also concern that the applicant does not know where the sewage connections are.

- b. **25/01443/FULL 5 Romford Road**
Erection of a single storey rear conservatory.

No objection

- 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.

The addendum to the application and guidance from the Planning Consultant was discussed in detail. Comments made and continued concerns about the application would form the basis of the response which had been delegated to the Clerk in consultation with Cllrs Brooks, Hall and Stratton by Full Council.

- d. **25/01581/FULL Queens Folly, 64 Lower Green Road**
(Retrospective) Pergola, shed & aviary.

No objection

- e. **25/01582/LBC Queens Folly, 64 Lower Green Road**
(Works already carried out) Replacement roof window.

No objection

- f. **25/01628/FULL 46 Herons Way**
Demolition of existing rear conservatory & replacement with single storey extension; additional single storey extension to rear.

As there are insufficient details of the proposal to make a judgement, the Parish Council objects to the application and requests this information is provided. There are also concerns about how construction traffic gains access to the site.

25/0132. **LATE PLANNING APPLICATIONS.** The following were considered, and it was **RESOLVED** to submit the following responses to TWBC:

- a. **25/01539/ADV Tesco, Pembury Road**

Advertisement - Internally illuminated 'TESCO' lettering above site entrance.

No objection.

25/0133. **OTHER APPLICATIONS.** The following applications were noted.

- a. **25/01605/SUB Tesco Pembury Road**
Submission of Details in relation to Condition 9 - (Construction environmental management plan) of 24/01356/FULL
- b. **25/01686/SUB Tesco, Pembury Road**
Submission of Details in relation to Condition 6 - (Arboricultural Method Statement) of 24/01356/FULL
- c. **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

It was **RESOLVED** to submit a comment asking that the tree is reduced in height rather than removed due to its prominent location.
- d. **25/01677/TCA Old Rectory, 4 Hasting Road**
Tree in a conservation area notification – SYCAMORE (T1) crown lift by 4m

25/0134. **DECISIONS.** The following decisions were noted:

- 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

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

- h. **25/01235/FULL 35 Church Road**

Proposed rear second storey extension & new orangery GRANTED

25/0135. **ENFORCEMENT.** No update had been provided by TWBC. This would be chased.

25/0136. **STREETLIGHTS.**

- a. This item was deferred.
- b. Councillor inspections were circulated and noted.

25/0137. **NEIGHBOURHOOD PLAN FUNDING.** The recent request for further action regarding the withdrawal of funding was discussed. It was **RESOLVED** to write to Mike Martin, MP.

25/0138. **RISKS.** There were none.

25/0139. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** There were none.

25/0140. **MEETING DATES.** The next meeting will take place on Wednesday 17 September 2025 at 7pm in the Parish Office.

There being no other business, the meeting closed at 9:13 pm.

Signed: _____ Date: _____
Chair

Planning & Highways Committee
17 September 2025

Agenda item 7 – Applications responded to during Summer Recess

a. **25/01663/FULL 64 Henwood Green Road**

Demolition of existing dwelling & erection of replacement dwelling, detached garage, & associated development (alternative to 23/03016/FULL).

SUBMITTED RESPONSE: No objection but request that a condition be attached to ensure the car parking areas use a permeable surface, in accordance with the Pembury Design Guidance and Codes (PDGC), specifically Sections 3.5.7 and 3.7.7, which promote sustainable and low-carbon design solutions.

In line with the Pembury Neighbourhood Plan (PNP) Policy P4(B) and PDGC Section 3.7, which support the use of sustainable and energy-efficient design features, we also request that a condition be imposed requiring the inclusion of such features in the proposal.

In addition, to ensure compliance with PNP Policy P5 (Sewerage and Drainage Infrastructure), we request that a planning condition be included to demonstrate that surface water drainage:

- does not increase site runoff,*
- does not enter the combined sewer network, and*
- will not cause any adverse impact on neighbouring properties or the surrounding environment.*

This is to ensure the development meets the sustainability and environmental protection requirements set out in the PNP.

b. **25/01651/FULL Great Bayhall Barn Chalket Lane**

Variation of Condition(s) 2 & 5 of Planning Permission 19/03602/FULL - (Changes to approved plans and landscaping, including alteration to gate and driveway walls; addition of greenhouse and extension of patio area with pergola)

SUBMITTED RESPONSE: No objection

c. **25/01699/FULL Five Oaks Romford Road**

Demolition of existing dwelling & outbuildings. Erection of a replacement dwelling. Conversion of existing garage to a home office.

SUBMITTED RESPONSE: No objection

d. **25/01628/FULL 46 Herons Way**

Demolition of existing rear conservatory & replacement with single storey extension; additional single storey extension to rear.

SUBMITTED RESPONSE: No objection but we request clarification about construction access to the site.

- e. **25/01720/FULL 29 Sweeps Hill Close**
Replacement windows, doors, fascias and soffits

SUBMITTED RESPONSE: No objection

- f. **25/01823/FULL 3 Sandhurst Avenue**
Erection of front porch

SUBMITTED RESPONSE: No objection

- g. **25/01829/FULL 22 Greenleas**
Proposed first floor extension & alterations (18/03896/FULL refers)

SUBMITTED RESPONSE: No objection

- h. **25/01764/FULL Wellgrove Oast, Kings Toll Road**
Conversion of oast house to a single dwelling (self build).

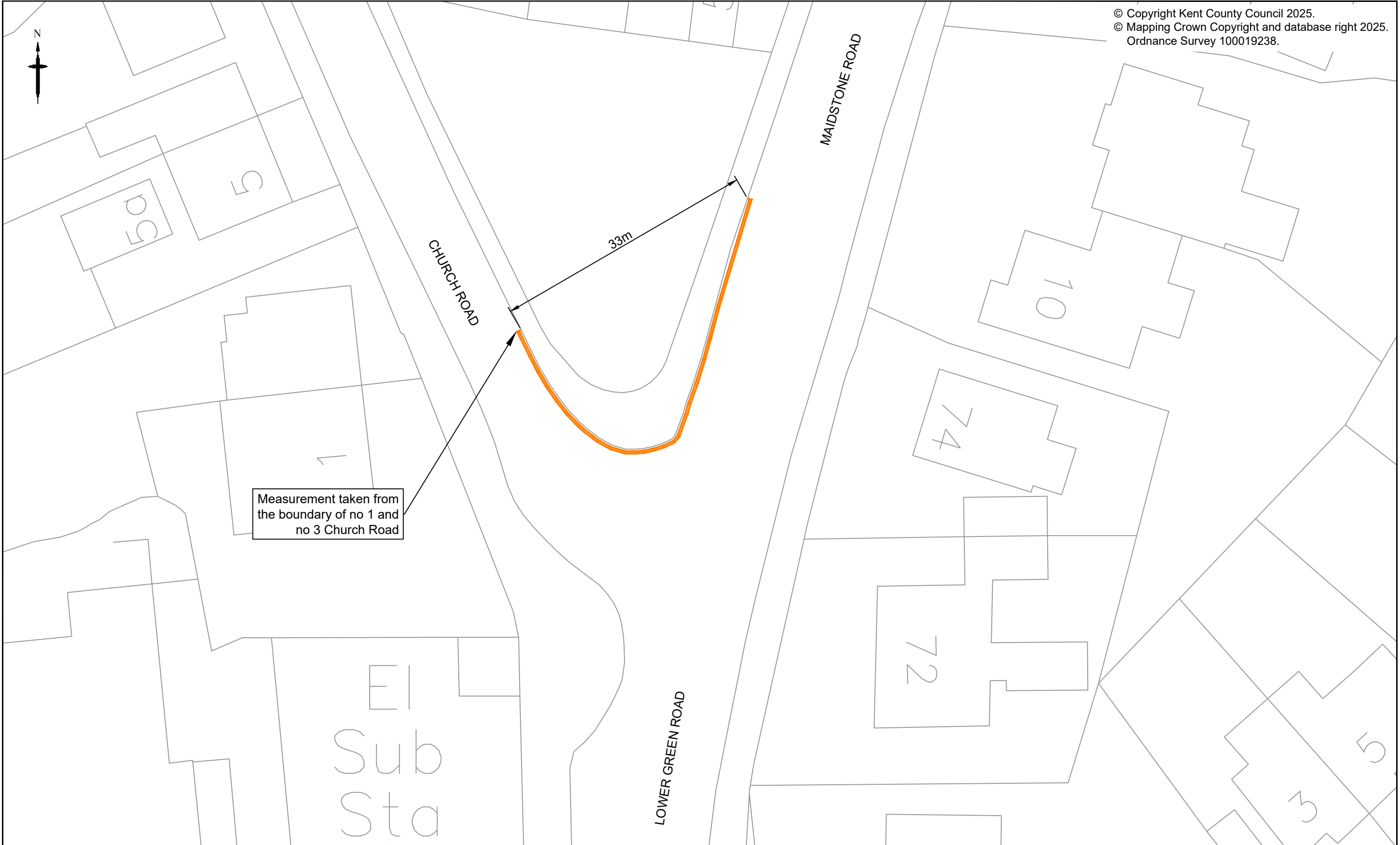
SUBMITTED RESPONSE: No objection


- i. **25/01899/FULL Pyramid Orchard, Kings Toll Road**
Additional windows & doors with vertical timber cladding over existing weatherboard walls.

SUBMITTED RESPONSE: No objection

Agenda item 10 – Other Applications

- a. **25/01854/TWORK Land at Henwood Green Road**
Telecommunications Notification - Installation of 9m pole.
- b. **25/01911/SUB Tesco Pembury Road**
Submission of Details in relation to Condition 7 - (Drainage) of 24/01356/FULL.
- c. **25/01933/LAWPRO 29 Canterbury Road**
Lawful Development Certificate (Proposed) - Erection of rear dormer window; alterations to fenestration & installation of 2 rooflights.
- d. **25/01953/NMAMD Owlsnest Wood Tonbridge Road**
Non-Material Amendment in relation to 23/01089/FULL - Localised alterations to road & pedestrian access with change from permeable to impermeable.
- e. **25/02015/COUNTY Pembury Wastewater Treatment Works,
Maidstone Road**
Request for a Screening Opinion as to whether the proposed upgrade to Pembury Wastewater Treatment Works requires an Environmental Impact Assessment.
- f. **25/02055/SUB The Frith 39 Lower Green Road**
Submission of Details in relation to Condition 10 - (SUDS Verification Report) of 23/03491/FULL.
- g. **25/02058/NMAD 5 Romford Road**
Non-Material Amendment to 25/01443/FULL - Amendment to finish of extension.
- h. **25/02087/SUB Tesco Pembury Road**
Submission of Details in relation to Condition 12 - (Parking Management Plan) of 24/01356/FULL.



								Project		MAIDSTONE ROAD, PEMBURY PROPOSED PARKING RESTRICTION		This drawing is not to be used in whole or part other than for the intended purpose and project as defined on this drawing. Refer to the contract for full terms and conditions.	
								Drawing title		CONSULTATION PLAN		Drawing status	
						Scale	1:250 at A3					Do not scale	
						Drawing number						25-TW-HIP-2384/101	
1	13/08/25	Extension of DYL from 10m to 20m			BRS	HC	RS	Kent County Council Kroner House, Eurogate Business Park, Ashford TN24 8XU Tel: 03000 418181					
0	23/07/25	FIRST ISSUE			BRS	HC	RS						
Rev	Revision Date	Purpose of revision			Drawn	Check'd	App'd						

Bid for Share of the New Money for Speed and Safety Improvements in Villages To Parish Councillors

It is excellent news that Pembury and Matfield Parish Councils have each been given £25,000 by KCC and TWBC, for speed reduction and road safety measures. As the A21 Rat Run, Pembury and Matfield have a very strong case for a share of this grant. The Parish Council has received full details of our severe dangers since 2021. The dangers since then have only got worse. The sooner mitigation is implemented the sooner our road users will be kept out of danger, (and also the less it will cost.) Delaying for possible later hypothetical cash sources would only continue the dangers and accidents which our users continue to endure.

Our Case

1. Woodside Rd., Romford Rd., Kings Toll Rd., Bramble Reed Lane, and Foxhole Lane are now the **rat run** for the congested A21 at Kipping's Cross. This means high volumes of traffic, speeding to **60mph** in parts of Romford Rd. – probably the highest speed on an inhabited road in the whole of Pembury. Young children live right next to these worst spots for this speeding. Lorries now use Romford Rd., often getting stuck, and causing chaos. Parts of our properties and land have been destroyed by this excess traffic.
2. Our **roads are totally unsuitable** for this traffic. Our roads are narrow, with blind bends and steep hills. Most are used by horse riders, often from the riding school in Kings Toll Rd. Cyclists and walkers use the two long-distance routes along Romford Rd. Residents at Hazeldene House Care and Nursing Home in Romford Rd. (near Woodside Rd.) walk here. School children walk along Woodside Rd. for the bus stop. The businesses at Albans, off Romford Rd, need reliable access.
3. There are **no measures for road safety here**, except one warning sign for King's Toll Rd.

Accidents have happened. Black Spots:

1. On Wish Hill where speeding traffic, c.60 mph, meets traffic coming uphill round a blind bend
2. By Snipe Wood at the blind bend near Easter Hill house
3. Outside Hazeldene House care home on Romford Rd. near Woodside Rd.

What we Want:

1. **Warning Signs** at Pembury end of Woodside Rd. & Romford Rd. stating 'Unsuitable for HGVs Narrow Road Ahead'. +Similar sign for Matfield Parish at the end of Foxhole Lane.
2. **'Slow' Warning Sign** at Snipe Wood near Easter Hill indicating the sharp bend ahead
3. **Sturdy Posts** along the part of Romford Rd. towards the Albans junction, to slow down the traffic speeding towards the steep and blind Wish Hill

LET'S MAKE OUR MOST DANGEROUS RAT RUN ROADS SAFER

The A21 Group thanks you in advance for your most kind attention, and assistance with our Request for Road Safety Funding to mitigate the worst dangers on our A21 Rat Run roads.

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 30.07.25 (virtual)	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.	<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>10.03.25 – The results of the Parish Council's pre-consultation engagement exercise have been shared with KCC to advise on next steps.</p> <p>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.</p>

Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

					<p>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 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 (<i>done 07.07.25</i>).</p>
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Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

					<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) (<i>done 10.07.25</i>).</p> <p>24.07.25 - ET has shared the consultation plan with the Parish Council who have been asked to advise as to whether or not they are happy with the proposed extents. ET will then pass this scheme over to KCC's TRO team and will let the Parish Council know when this has been scheduled to go out to formal consultation. KCC to fund, including the cost of the TRO.</p> <p>Update 25.07.25 - The Parish Council has asked that we extend the proposed DYLS further along Maidstone Road and this has been passed back to the Design & Delivery Team to review and amend the plan accordingly.</p>
2.	Lower Green Road zebra crossing (at the footpath leading to Bulls Place)	N	Poor visibility of the zebra crossing for both pedestrians and drivers on both approaches	Improve visibility of the crossing through the installation of a build out or other suggestions/options as deemed suitable by Highway Engineers.	<p>30.07.25 - ET has passed to the Planning & Advice Team to consider the Parish Council's request and/or suggest alternative measures that may improve the visibility of the zebra crossing.</p> <p>The Parish Council has advised that they would like to pursue the option of funding any potential scheme here with the Rural Parish Grant being offered by TWBC.</p>

Highway Improvements Team working in Partnership with Pembury Parish Council

Highway Improvement Plan (HIP)

3.	Lower Green Road/ Maidstone Road	N	Concerns of speeding	Installation of two Safety Cameras along Lower Green Road and Maidstone Road respectively	<p>30.07.25 - At KCC we receive hundreds of requests each year for speed/safety cameras, but it is not possible to install cameras at all requested sites. Installation of Safety Cameras in Kent & Medway is managed by the Kent and Medway Safety Camera Partnership (KMSCP) and the policy that the Partnership adheres to, along with the key criteria it follows when considering a site, is outlined on their website at <u>Camera criteria - Kent & Medway Safety Camera Partnership (kmscp.co.uk)</u>.</p> <p>Fixed safety cameras are probably the most requested form of camera enforcement, and these can be installed where three or more people have been killed or seriously injured in speed-related crashes, over a 1.5km stretch of road, in the three years prior to installation. Alternatively, they can also be considered where there has been a history of speed-related crashes at single sites or along a route where a robust investigation by KCC, as Highway Authority, has determined a safety camera to be the most appropriate measure to mitigate evidenced crashes.</p> <p>Having reviewed the crash data along the full length of Lower Green Road and Maidstone Road (from Hastings Road to the A228; ap. 2km in length) it shows no serious or fatal injury collisions in the past three years as reported to us by Kent Police. Two slight injury collisions did occur on Maidstone Road, however these were not attributed to the driver exceeding the speed limit. It should be noted that, typically, there is a delay from the time when a crash occurs to when the</p>
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					<p>data is shared with KCC by Kent Police; current data is available up to 31 March 2025.</p> <p>In addition, our telematics data indicates reasonable compliance with the 30mph speed limit in both directions along Lower Green Road and Maidstone Road.</p> <p>Given the above, neither Lower Green Road nor Maidstone Road meet the criteria for installation of a safety camera.</p> <p>However, they may be other measures that we could consider such as a SID scheme or Community Speedwatch initiative if the Parish Council would like more information on these options?</p>
4.	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</p> <p>Yellow hatching</p> <p>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>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> <p>Update 23.06.25 - ET passed on the survey company's proposals including survey specifications, data output, fees and survey</p>

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					<p>timeframe. Parish Council to discuss at the next Planning & Highways Committee and advise as to how they would like to proceed. They will also discuss with TWBC the option of funding a survey here using the Rural Parish Grant.</p>
5.	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 need to be considered.</p> <p>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> <p>Update 30.07.25 - ATC survey results have been received and can be shared with the Parish Council as follows:</p> <p>Northbound – 4325 vehicles (av. speed 16.7mph) Southbound – 2899 vehicles (av. speed</p>

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					16.4mph) ET has passed this data to the Planning & Advice Team to review feasibility of a one-way scheme.
Currently on hold or being considered as part of a request for Section 106 funding					
6.	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> <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>
7.	Henwood Green Road from Hastings Road to		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</p>

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	Woodside Road				considered by the Planning & Highways Committee. No further action for HIT at this time.
8.	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.	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. No further action for HIT at this time.
9.	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.	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. No further action for HIT at this time.
10.	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. Funding from Section 106.	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. No further action for HIT at this time.
11.	Canterbury Road / Henwood Green Road		On-street parking in the area caused significant congestion. Buses and dustbin vans cannot always get through	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.

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			Henwood Green Road due to parked cars blocking their access.		No further action for HIT at this time.
12.	Romford Road, Henwood Green Road, Woodside Road, Kings Toll Road		<p>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.</p> <p>There are three accident blackspots – on the junction at Hazeldene House; Wish Hill (northeast of Albans Lodge); Blind bend where WT221 crosses Romford Road.</p> <p>Additional housing in Paddock Wood and Matfield will worsen the rat-running.</p>	Reduce speed limit, mitigation and traffic calming measures, warning signage, improving verges. Funding from Section 106	<p>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.</p> <p>No further action for HIT at this time.</p>
13.	Various road, Pembury (Parish Council to advise)		20s Plenty	<p>The Parish Council (PPC) is considering the implementation of the 20s Plenty initiative in the village.</p> <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</p>	<p>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 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</p>

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				<p>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>any new developments.</p> <p>No further action for HIT at this current time.</p>
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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

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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	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.
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	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. 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

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				<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>

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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 &*

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				<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>
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Email from Borough Cllr Astra Birch to resident
08/09/2025

Thank you for your email, I appreciate your concern.

The way in which the grants are issued means that the Parish Councils are responsible for the projects they wish to prioritise. They have Highway Improvement Plans (HIPs) which are regularly reviewed by KCC and the Parish Councillors to ensure projects are feasible and fundable. The guidance Tunbridge Wells Borough Council have given Parishes, is to focus on one or 2 projects that can be completed with the £25,000 grant.

As a Pembury Parish Councillor as well myself, I know the HIP has already been submitted to KCC with prioritised projects ahead of the October Deadline. I do not sit on the Planning and Highways Committee, who are responsible for deciding the projects, however I will forward your email to those that do for future consideration. If they are low-cost solutions as you suggest, they may well be added to the HIP for future consideration. I would also urge you or another spokesperson of the A21 group to attend a Parish Council meeting to appeal to all members - I'm sure there would be others in the room that would share your concerns. Please let me know if you would like the information for the next meeting?

I look forward hearing from you.
Cllr Astra Birch

Cabinet member for Housing & Communities
Liberal Democrat councillor for Pembury & Capel

Report to: Planning & Highways Committee
Date: 17 September 2025
By: The Clerk
Subject: Streetlights

Decision/s Required: **To consider the current maintenance contract for renewal and whether to give notice.**
To consider quotes for annual inspections.

1. Maintenance Contract

The Council has a maintenance contract which includes replacement lamps for the cost of supplies only, annual cleaning of the lantern unit and column painting on a 5 yearly cycle. Inspections are not included in the contract. The contract for 2025/26 is still outstanding.

The notice period is 6 months to expire on 31 March of any year.

2. Inspections

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.

3. Quotes for inspections

- Contractor A £1,591.00
- Contractor B £2,062.85