



BEKESBOURNE-WITH-PATRIXBOURNE PARISH COUNCIL
August 2026 Agenda Pack

Agenda Item 1 Those Present

Agenda Item 2 Apologies for Absence

Agenda Item 3 Declarations of councillor interests relevant to this agenda

Agenda Item 4 Public Representation

Agenda Item 5 External Reports

Not yet received.

Agenda Item 5.1 County Councillor Reports

No report had been received at the time of publication of this agenda pack. If a report is received before the meeting, it will be circulated to Councillors, and a copy will be available at the meeting.

Agenda Item 5.2 City Councillor Reports

No report had been received at the time of publication of this agenda pack. If a report is received before the meeting, it will be circulated to Councillors, and a copy will be available at the meeting.

Agenda Item 6 To confirm the minutes of the previous meeting.

Minutes have been circulated to councillors prior to this meeting; they are also available on the website.

Agenda item 7 To report any matters arising (*from the previous meeting not covered elsewhere on the agenda*)

None received.

Agenda Item 8 Any s101 Delegated Authority items to be noted by council.-

Under the delegated authority granted pursuant to Section 101 of the Local Government Act 1972, councillors were consulted by email regarding the renewal of the Parish Council's subscription to the Kent Association of Local Councils (KALC) for the 2026/27 financial year. Three out of eight councillors responded, Cllrs C. Sladden, C. Spooner and A. Nicholson all confirmed approval of the renewal and authorised the Clerk to make payment of the annual subscription of £463.97.

- Relevant to **Agenda Item 12**, since the meeting held on **Monday, 15 June 2026**, a planning application has been received. The application was circulated to all councillors for consideration, and the responses received were collated by the Clerk. **Under delegated authority granted pursuant to Section 101 of the Local Government Act 1972**, the Council's response was submitted within the statutory consultation period.

The details of the planning application and the comments submitted on behalf of the Council are set out below.

Application No: CA/26/01018

Proposal: Mixed use development consisting of glamping site and erection of wellness centre including yoga studio, sauna and cold tub.

Location: Bokesbourne Stables , Aerodrome Road, Bokesbourne, Kent, CT4 5EX

Bokesbourne with Patricbourne Parish Council has considered the planning applications relating to the proposed wellness centre/glamping development. Whilst the Parish Council has not reached a formal objection at this stage, we wish to raise the following concerns for Canterbury City Council's consideration:

- The potential impact on neighbouring residents should be carefully assessed, particularly in relation to the proposed wellness centre and any associated glamping accommodation.
- The application does not clearly state the number of glamping pods, tents or other accommodation units proposed. Members consider that this

information is essential in order to fully assess the scale of the development and its likely impact.

- There are concerns that the proposal could result in a significant increase in traffic movements along local roads. The implications for highway safety and the surrounding road network should therefore be fully considered.
- In relation to the Bokesbourne Stables application, councillors have expressed concerns regarding the potential impact on residents, particularly those living in Aerodrome Road. It is considered that the views of nearby residents should be considered before a decision is made.

The Parish Council would welcome further information regarding the scale of the proposed development and its anticipated traffic generation to enable a more informed assessment of the application.

Agenda Item 9 Any updates from representatives from external groups (*if any*)

Agenda Item 9.1 Recreation Ground Management Committee

The following report has been received.

Agenda Item 9.2 Village Hall Management Committee

The following report has been received.

Agenda Item 9.3 The River Group

Not yet received.

Agenda Item 9.4 KALC

Annual subscription has been renewed for year 2026/27

Agenda Item 9.5 A257 Traffic Management Group

Not yet received.

Agenda Item 10 Highways Matters

Agenda Item 10.1 Highways Improvement Plan

The Clerk has received an updated copy of the Parish Highways Improvement Plan (HIP), incorporating Kent County Council's (KCC) latest comments on the priorities previously submitted by the Council. Councillors are requested to review the updated HIP and consider the amendments. The Council is asked to discuss which priority items should

remain on the HIP and whether any items should be removed or amended before the document is finalised.

Planning and Delivery Team working in Partnership with Bekesbourne With Patricxbourne Parish Council Highway Improvement Plan

Submission Date: March 2023

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

HIP Front Cover

HIP Version	Submitted by (Name)	HIP Date	Record Of Meeting Dates with KCC Virtual or Face to Face	Please list below the funding Opportunities/Sources for HIP initiatives/Measures	
1	Victoria Illsley	February 2026		I.e., County Member, Parish Precept Donation, LTP bid	
2	Victoria Illsley	February 2026			
Are you an active member of the Speed Watch Scheme?			Yes ☐ No ☒	Are you an active member of the Lorry Watch Scheme?	
			Yes ☐ No ☒		
Name of HIP Representative		Contact Telephone Number		Email Address	
Name of Clerk	Victoria Illsley	Contact Telephone Number	07553763102	Email Address	clerk@bekesbournewithpatricxbourneparishcouncil.gov.uk
Name of Chair	David Sladden	Contact Telephone Number	Contact via clerk (As above)	Email Address	Contact via clerk (As above)
KCC Project Manager Name		Contact Telephone Number		Email Address	

- Please note the Priority column MUST be those issues which are regarded as the most important (No 1 being your highest priority, then filtering down)

KCC is unable to guarantee that all your requests will be deliverable, but Project Managers can investigate your top 1 or 2 priorities per year.

Please Note: Highway Improvement Plans will only be accepted if they are in this prescribed template format. **PLEASE DO NOT ALTER IN ANY WAY.**

Whilst this is intended to be a living document for your Parish Council, KCC can only make resources available to review your HIP annually.

Schemes Planning and Delivery Team working in Partnership with Bekesbourne With Patrixbourne Parish Council Highway Improvement Plan

Live Priorities Record

Priority	Location	Problem/Concern	What do you feel are the potential solutions?	KCC Comments (This column is to be completed by Project Manager ONLY)
1	Patrixbourne – The Street	Speed of Vehicles- buildings being damaged by cars on the bends.	Reduce the speed limit to 20mph. Amendment – To extend the 20mph scheme from the roundabout at the foot of Bifrons Hill westward by 150 - 200m to beyond the junction of Hode lane.	AMA – 23/02/24 – Discussed the feasibility of the 20mph speed reduction in Patrixbourne. The extents were discussed as swapping the current 30mph to a 20mph, with the current 30mph to a 20mph, with the adjustment to the entrance via Patrixbourne Road. AMA to arrange for a 30mph toolkit to be delivered in the meantime. 29/10/25 - AM - Agreed with Parish that the TRO will be funded by the HIP budget. 08/04/26 – BC - Scheme has been out to public consultation with original extents, and approved by Tim Read. Now with Design and Delivery to progress.
2	Adisham Road junction with Aerodrome Road	Poor visibility of Aerodrome Road junction. Vehicles approaching with speed as coming from a 60mph road.	Junction ahead warning sign	AMA - 23/02/24 – AMA to explore the feasibility of installing a junction ahead warning sign which will be funded by KCC's HIP budget. Signs should be have been installed on 8 April 2025.
3	Station Rd along toward Bifrons Road	Speed of vehicles along station road from the mini roundabout, making a danger for pedestrians/wheelchair users/pushchairs as no footpath available.	Speed reduction measures. No footway signage	AMA – 23/02/24 – The installation of a footway at this location would not be financially viable as it would require a Deed of Dedication (to acquire the land, which is very costly) as well as the installation costs. We would also not promote installing a new footway where

Schemes Planning and Delivery Team working in Partnership with Bekesbourne With Patrixbourne Parish Council Highway Improvement Plan

			Installation of a footpath on this stretch of road?	there is no safe connection for footway users. As it stands this footway would connect onto the carriageway at The Street next to a roundabout, which would not meet safety criteria. The footway would also need to benefit the whole of the community and not just one person.
4	Chalkpit Hill	The blind bend offers no safe route for pedestrians; vehicle speed is high.	Provide a safe footpath. Concerns raised by Cllr over drainage.	
5	Adisham Road, Bekesbourne Lane, Patrixbourne Road	Speed of vehicles entering the village Speed repeater signs are damaged.	Village gates A resident has been in touch and is willing to contribute toward the cost	AMA – 23/02/24 – Discussed locations of gateways at Adisham Road, Patrixbourne Road and Bekesbourne Lane. A site visit will be required by design Engineer to determine whether a gateway will fit at the Bekesbourne Lane location as the verge is narrow. <i>Funding of the gateways to be discussed at a later date when Parish have finalised financial position</i>
6	Bekesbourne Hill	Speed of vehicles/pedestrian safety	“SLOW” road markings next to the “Road narrows” warning signs at each approach to Bekesbourne Hill.	AMA – 23/02/24 – 2 x SLOW road markings to be installed next to both road narrow signs on Bekesbourne Hill (one road marking per sign). This will be funded by KCC’s HIP budget.
7	Station road/Bekesbourne Lane (from railway bridge to the Zoo)	This is an area that is used by pedestrians daily (access to school bus, train station, the zoo) cars travel at excessive, and dangerous speeds along this stretch of road. Pedestrians/children/wheelchair	40mph repeater signs along the stretch from the railway bridge towards the Zoo. Reduce the speed limit.	AMA – 23/02/24 – There are 40mph repeater signs already at this location. Any missing or damaged signs need to be reported using the online reporting tool (as discussed)

Schemes Planning and Delivery Team working in Partnership with Bekesbourne With Patricxbourne Parish Council Highway Improvement Plan

		users have no verge or footpath. Many driveways that vehicles struggle to get on and off safely.	Install speed reduction measures. 'humps' or similar to those at the other end of Bekesbourne lane at Littlebourne.	The current speed limit is appropriate for the road environment. The HADMs speed data supports that the average speeds are showing compliance. Discussed perception of vehicle speeds. Speed humps would not be appropriate or feasible on this stretch of road. No further action but will monitor – Also on the historical section of HIP
8.	Junction of A2 slip road with Bekesbourne Road	Collisions at junction	Suggestions from Cllr Sole 1. It is an odd "slip road". Is the road highlighted on the image a KCC road, or National Highways? 2. If National Highways, how can they be involved in improvements? 3. As a matter of urgency, please can we have highly viable reflective temporary plastic barriers in the woodland opposite the junction. These	26/6/26 - KCC are aware of the recent crash here and are in discussions with National Highways on proposed improved measures. KCC will keep the Parish Council and County Member updated on any progress.

Schemes Planning and Delivery Team working in Partnership with Bekesbourne With Patixbourne Parish Council Highway Improvement Plan

			have proved to be highly effective previously. 4. How can we slow traffic down on the slip road? Can we get yellow lines etc on it? 5. Could perhaps there be a 30mph/40mph limit starting on the slip road, extending towards Bridge? 6. several ADDITIONAL bold SLOW signs on the road? 7. Change of road colour? Replace Give Way with STOP	
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Schemes Planning and Delivery Team working in Partnership with Bekesbourne With Patricxbourne Parish Council Highway Improvement Plan

Historical Priorities Record

No	Location	Problem/Concern	What do you feel are the potential solutions?	KCC Comments
1	Station Rd Adisham Rd Bekesbourne Lane Patricxbourne Rd	Speed concerns on these roads, pedestrians, cyclists and other vulnerable road users are also present. Children have to cross for the bus stop on station road. Speed repeater signs are damaged.	Installation of Roundels Speed Surveys on all for locations	AMA – 23/02/24 – HADMS data was shared and discussed with the parish clerk. Results to be sent to clerk along with updated HIP. Any damaged existing signage will need to be reported online by the parish clerk for the Operations team to attend and maintain. It was agreed that 30mph and 40mph roundels will be installed by the terminal signs on Station Road (next to the terminal signs nearest Aspinall Close. Also a pair of 40mph roundels next to the repeater sign between the 30mph and the train station (which will be funded by KCC's HIP budget) Works complete
2	Adisham Road junction with Aerodrome Road	Poor visibility of Aerodrome Road junction. Vehicles approaching with speed as coming from a 60mph road.	Junction ahead warning sign	AMA - 23/02/24 – AMA to explore the feasibility of installing a junction ahead warning sign which will be funded by KCC's HIP budget. Works Complete
3	Station Rd along toward Bifrons Road	Speed of vehicles along station road from the mini roundabout, making a danger for pedestrians/wheelchair users/pushchairs as no footpath available.	Speed reduction measures. No footway signage Installation of a footpath on this stretch of road?	AMA – 23/02/24 – The installation of a footway at this location would not be financially viable as it would require a Deed of Dedication (to acquire the land, which is very costly) as well as the installation costs. We would also not promote installing a new footway where there is no safe connection for footway users. As it stands this footway would connect onto the carriageway at The Street next to a roundabout, which would not meet safety criteria. The footway would also need to benefit the whole of the community.

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4	Bekesbourne Hill	Speed of vehicles/pedestrian safety	“SLOW” road markings next to the “Road narrows” warning signs at each approach to Bekesbourne Hill.	AMA – 23/02/24 – 2 x SLOW road markings to be installed next to both road narrow signs on Bekesbourne Hill (one road marking per sign). This will be funded by KCC’s HIP budget. Works Complete
5	Station road/Bekesbourne Lane (from railway bridge to the Zoo)	This is an area that is used by pedestrians daily (access to school bus, train station, the zoo) cars travel at excessive, and dangerous speeds along this stretch of road. Pedestrians/children/wheelchair users have no verge or footpath. Many driveways that vehicles struggle to get on and off safely.	40mph repeater signs along the stretch from the railway bridge towards the Zoo. Reduce the speed limit. Install speed reduction measures. ‘humps’ or similar to those at the other end of Bekesbourne lane at Littlebourne.	AMA – 23/02/24 – There are 40mph repeater signs already at this location. Any missing or damaged signs need to be reported using the online reporting tool (as discussed) The current speed limit is appropriate for the road environment. The HADMs speed data supports that the average speeds are showing compliance. Discussed perception of vehicle speeds. Speed humps would not be appropriate or feasible on this stretch of road.

Agenda Item 10.2 Any new matters to raise

None.

Agenda Item 11 Finance Matters

Agenda Item 11.1 To note the June/July 2026 payment schedule & approve any new payments.

Date	Type	Recipient	Amount
01/06/26	SO	V S Davidson – Work phone	£5.00
04/06/26	FPO	SLCC – Annual Membership	£200.00
12/06/26	FPO	Recreation Ground - CCF	£4,188.00
15/06/26	DD	Hugo Fox – Website	£23.99
16/06/26	DD	Hugo Fox - Emails	£20.99
16/06/26	FPO	V S Davidson – Microsoft Subscription	£84.99
16/06/26	SO	Lloyds service charge	£4.25
29/06/26	SO	Lloyds service charge	£4.25
30/06/26	BP	V S Davidson – Wage	
30/06/26	SO	V S Davidson – Work phone	£5.00
30/06/26	BP	HMRC – Wage Payroll	
13/07/26	FPO	AJ Gallagher Insurance 2026	£1617.80
13/07/26	FPO	Essentially Hops – Chalkpit AED Electricity (annual)	£18.00
15/07/26	DD	Hugo Fox – Website	£23.99
15/07/26	FPO	H Willett – Kent Pest Control	£60.00
16/07/26	DD	Hugo Fox – Emails	£20.99
17/07/26	FPO	KALC – Annual Subscription	£463.97
29/07/26	FPO	Kent Pension Fund – Back dated 1 st March – June	£670.68
30/07/26	SO	V S Davidson – Work phone	£5.00
31/07/26	FPO	V S Davidson – Wage	
31/07/26	FPO	HMRC – Wage Payroll	

Payments Due for Approval:

Recipient	Detail	Amount

Agenda Item 11.4 S106 Funding

The Parish Council has a remaining balance of **£3,267.68** in Section 106 funding held by Canterbury City Council, which must be used to enhance semi-natural spaces and deliver biodiversity improvements in accordance with the funding conditions.

Under **Agenda Item 16**, the Clerk has put forward potential future projects for Councillor's consideration, including possible options for utilising this funding. Council is asked to discuss the proposals and consider how the remaining Section 106 funding should be allocated.

Agenda Item 12 Planning

Agenda Item 12.1 To Receive Updates on previous consultee responses

Under **Agenda Item 8** a copy of planning **Application No: CA/26/01018** response has been included. At the time of preparing this agenda, no further update or decision has been received from Canterbury City Council in relation to the comments submitted on behalf of the Council.

Agenda Item 12.2 To Discuss any new applications

None.

Agenda Item 13 Allotments

A video of an allotment inspection carried out by the Clerk has been circulated to Councillors prior to the meeting. The inspection was undertaken following reports of a suspected faulty water pipe. The inspection found that the water tap is in good working order; however, the wooden post to which it is attached has become loose and may require repair or replacement.

Council is asked to consider whether the existing post should be repaired or replaced. As the Clerk has included allotment improvements as a potential future project under Agenda Item 16, Councillors may wish to discuss this item alongside those proposals.

Agenda Item 13.1 Any Updates

Agenda Item 13.2 Any new matters to report

None

Agenda Item 14 Grant Applications

Agenda Item 14.1 Church Application

A grant application has been submitted for the Council's consideration. The Clerk has circulated the completed application form together with all

supporting documentation to Councillors in advance of the meeting to allow sufficient time for review.

Council is requested to consider the application and supporting information and to determine whether the grant should be approved, and if so, the amount to be awarded.

Agenda item 15 Correspondence

Correspondence has been received from a resident regarding significant overgrown vegetation along the roadside in Patricxbourne. The resident advises that the matter has previously been reported to the relevant authority via the online reporting system but that no action has yet been taken.

The resident has raised concerns that the vegetation is affecting visibility for road users and may also be causing damage to a neighbouring boundary wall. The resident has asked whether the Parish Council can offer any assistance or suggestions on how the matter may be progressed.

Following receipt of the correspondence, the Clerk made enquiries with the City Councillor and reported the matter to Kent County Council (KCC). An update has since been received from KCC, which will be presented to Councillors at the meeting.

Agenda Item 15.1 Councillor Identification Cards

It has been suggested that Councillors are asked to consider whether the Parish Council wishes to introduce official identification cards for councillors to use when undertaking council business, such as site visits and official engagements.

The Clerk has obtained costs for the Council's consideration. A quotation has been received from IMAGIN for the identification cards, including a photograph, the Council logo and the Council's contact details at a cost of £5.85 per badge (excluding VAT). Badge holders are £1.35 each (excluding VAT). The Clerk has also identified a pack of 10 lanyards available from Amazon at a cost of £8.40 including postage and packaging.

Based on these figures, the total estimated cost of providing identification cards, badge holders and lanyards for all councillors would be **£73.20 plus VAT for 9 Identification badges.**

Councillors are asked to consider whether they wish to introduce official identification cards for councillors and, if so, to approve the associated expenditure.

Agenda item 16 Future Projects

Agenda item 16.1 Defibrillator

A resident has approached the Parish Council to offer a potential location for a community defibrillator on an external wall at Woolton Farm.

The resident believes the proposed site is considered to offer benefits to the wider community, as it is located close to a public footpath and serves an area with businesses and community activities. The resident believes this location would improve defibrillator coverage for residents. The site also offers 24-hour public access.

The Clerk visited the site on **22 July 2026** and has taken photographs of the location, which are available for Councillors' consideration. The property owner has confirmed that they will meet the installation costs and the ongoing electricity costs associated with the defibrillator.

The Clerk has also contacted London Hearts and can confirm that, at the time this agenda pack was prepared, funding remains available towards the provision of a defibrillator. Details of the available funding and associated costs are set out below for Councillors consideration.

Council is asked to consider the proposal and determine whether it wishes to proceed with the defibrillator installation at this location.



Current Scheme - Mindray C1A Defibrillator & External Heated Cabinet with keypad lock: £950 + VAT
Post & Packaging £16.00

Total Cost: £1,159.20

Agenda Item 16.2 Council Owned Phone Box

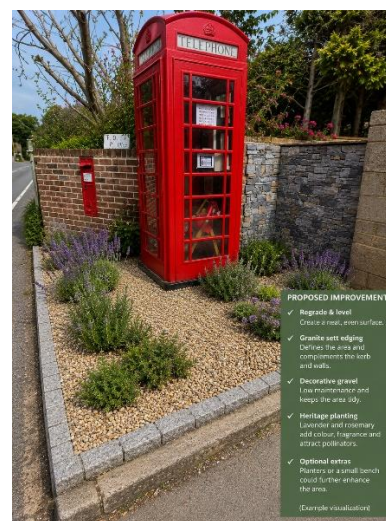
The Clerk has inspected the telephone box site and has included photographs below of the surrounding area. Council is asked to discuss whether it wishes to undertake landscaping improvements around the telephone box, including levelling the ground and improving the kerb edging, to enhance the natural space and appearance of this village asset.



The Clerk has included below a selection of AI-generated concept images to provide a visual representation of how the area could look following potential landscaping improvements. These images are for illustrative purposes only and are intended to assist Councillors in considering possible options.

Any proposals for landscaping improvements would be subject to discussions and agreement with the neighbouring property owner before any works are undertaken.

Council should also consider the ongoing maintenance requirements of any improvements made to the site. This may include regular tasks such as weeding, strimming, edging and general upkeep to ensure the area remains attractive and well maintained.



Agenda Item 16.3 Recreation Ground Enhancement

The Clerk has put together some options for consideration to enhance the recreation area to increase the space for visitors and enhance its biodiversity and natural wildlife habitats. Below are some options for council to consider.

Option A –

Install a bench or benches positioned to overlook the meadow field, creating an open seating area where visitors can enjoy the landscape and wildlife. Enhance the setting by planting some additional either native trees or wildflower seeds. These trees would help frame the view, provide shelter for birds and wildlife, and create a stronger natural edge to the meadow while maintaining the open feel of the space.

Option B –

Install a bench or benches overlooking the meadow field fence combined with a dedicated nature corner, designed to increase biodiversity and encourage pollinators. The nature corner would include a small wildflower

area planted with a native seed mix, to include natural pollinators, and additional wild habitats.

Agenda Item 16.4 Allotment Improvements

The Clerk has received correspondence relating to **Agenda Item 13 from the June 2026** meeting regarding concerns that the allotment water pipe was faulty.

The Clerk has since inspected the site and noted that, whilst the water pipe and hose appear to be fully functional, the wooden post to which the pipe is secured is unstable and wobbly. Council is therefore asked to consider whether the existing post should be replaced to ensure the water supply remains secure and accessible for allotment tenants.

During the inspection, the Clerk also observed that some of the walkways towards the far end of the allotment site have become overgrown, with boundary lines between plots becoming increasingly difficult to distinguish. The communal areas would also benefit from general maintenance.

Council is therefore asked to consider whether it wishes to undertake any improvement works at the allotments, which could include:

- Replacing the water pipe support post.
- Cutting the grass on communal walkways.
- Reinstating and defining plot boundary lines.
- Cutting back overgrown vegetation along the outer fence line.
- Tidying and maintaining the communal areas.
- Considering any further landscaping improvements to enhance the overall appearance and usability of the allotment site.

Councillors are invited to discuss the priority of these works and whether quotations should be obtained where appropriate before any expenditure is approved.

Picture of the allotments taken on July 22nd included below:



Below is a comparison picture taken in Spring 2022:



Agenda Item 16.5 Speed Indicator Device

The Clerk has made enquiries into measures to improve speed awareness throughout the village. Following discussions with Kent County Council, information has been provided regarding the installation of a speed indicator device.

The correspondence received from Kent County Council is inserted below for Councillors information and consideration.

Council is asked to review the information provided and discuss whether it wishes to pursue the installation of a speed awareness device within the village, and, if so, to consider the next steps, including any associated costs, permissions and funding opportunities.

Parish Councils are often concerned with speed related issues in their local area. To assist, we have created a scheme using a portable Speed Indicator Device (SID) as an alternative to fixed electronic signs.

This comprises a single SID unit used in rotation across multiple fixed poles within existing 30mph zones, as a driver education tool. It cannot be used for enforcement purposes and is not suited to use in 20mph areas due to the nature of the radar unit and activation thresholds.



This scheme is not affiliated with SpeedWatch, as each have specific requirements and serve different purposes. Approved SpeedWatch sites are not necessarily suitable for the SID; each proposed location will be assessed individually but must be within the highway boundary.

All SID apparatus must be procured through this agreed process to ensure the safe delivery of an effective scheme using tested and approved suppliers. Many manufacturers offer similar equipment but unauthorised installations on (or adjacent to) the highway will be removed.

Sign equipment

Each SID is battery powered and can be moved by a single person, and is supplied with a charger and spare battery to allow it to be swapped when necessary. Delivery time is approximately three months from the order date, after a suitable scheme has been agreed.

Two versions are available, Mini or Advanced. Both have the same size electronic panel to show actual speed. The use of smiley/sad faces or “THANK YOU” is not permitted within the regulations.

For vehicles above 25mph the speed is displayed, which flashes for those above the 30mph limit and then blanks at 40mph. The Advanced sign includes a ‘SLOW DOWN’ legend but is notably heavier, with a larger battery. The SID is easily moved between brackets at the agreed locations and requires no tools to be used on site.

Battery life is dependent on traffic volume but estimated at up to four weeks for the Mini SID and one week for the Advanced version. There is no option for a solar powered system as this creates additional risks when moving the sign, and mains power prohibits portability.

The SID is supplied with data collection to allow downloading to a spreadsheet via Bluetooth. However, these datasets are indicative and not a substitute for a formal traffic survey.

Poles and brackets

A Location Request Form must be submitted for each proposed site, which must be within the highway boundary and at least 150m inside 30mph speed limit changes. The SID cannot be attached to existing street columns and must not distract drivers or obscure hazards. No locations will be agreed where traffic management is required to access and relocate the SID.

A minimum of three posts are required per SID, with a bracket for each, to a maximum of five sites per sign in order to retain overall effectiveness. For maximum benefit, locations should

be well distributed and not on a single corridor. All agreed locations will require a 4m high post to be installed which will remain empty when not in use.

A local consultation exercise must be undertaken by the Parish Council prior to agreement of the SID to ensure that residents have an opportunity to comment on the proposal. Evidence of this will be required, as any objections will need to be considered and may affect the plans.

Relocation and site safety

To comply with national guidance, the SID must not remain in one location for more than eight weeks so need regular relocation. Local volunteers will need to be responsible for the regular SID movement between the agreed sites, battery charging and data retrieval.

Training will be given on the SID setup and mounting/removal but it is a very quick and simple process. The use of hi-visibility vests and PPE by the volunteers is essential during the SID relocation and the Parish Council must carry out a risk assessment for the movement of the signs including parking/access for each location.

A Memorandum of Understanding to define the roles and responsibilities of each party will need to be signed, although the SID will be the responsibility of the Parish Council.

Maintenance

The sign has a 12-month warranty from the manufacturer who will liaise directly with the Parish Council on any technical issues. Replacement batteries, new brackets or extra poles are available but must be discussed with the KCC Traffic Operations and Technology Team to ensure compatibility.

It is strongly advised that the SID is covered by Parish Council insurance, as in the event of theft or third-party damage KCC are unable to provide a replacement.

Finance

It is not possible to provide a price as each scheme will be based on the specific requirements but will include:

- Site visit, land ownership check and utility surveys;
- One SID with optional data collection facility, two batteries and a charger;
- Galvanised poles with mounting brackets at each agreed site, including post installation and minor traffic management;
- Delivery, handover on site, training and padlocks with keys.

Mini SID



(recommended)

8kg SID + 4kg battery

Advanced SID



12kg SID + 12kg battery

**Agenda item 17 Kent Devolution and Local Government Reorganisation
(any updates)**

Members are asked to note the recent announcement regarding the future structure of local government in Kent and Medway.

The Government has confirmed that Kent and Medway will move to a new unitary authority structure from 1 April 2028, replacing the current two-tier system of Kent County Council, Medway Council and the existing district, borough and city councils with four new unitary councils. Elections for the new unitary councils are expected to take place in **May 2027**. These elections will appoint members to the new “shadow authorities”, which will oversee the transition arrangements ahead of the new council structure coming into effect.

The new unitary councils are expected to become operational from **1 April 2028**, at which point they will assume responsibility for services currently delivered by the existing county, district and borough councils.

Under the agreed arrangements, the new unitary council areas will be:

North Kent – covering Dartford, Gravesham and Medway.

West Kent – covering Sevenoaks, Tonbridge and Malling, Maidstone and Tunbridge Wells.

Mid Kent – covering Swale, Ashford and Folkestone & Hythe.

East Kent – covering Canterbury, Thanet and Dover.

The changes will see the new unitary councils become responsible for all local authority services currently delivered across county and district levels, including services such as highways, education, social care, housing, waste services, libraries and leisure.

The Clerk has included this item for Council awareness and to allow discussion on the potential implications for the Parish Council and the wider community.

Further information is expected as the transition arrangements develop, including details of future governance arrangements, service delivery and how parish and town councils will engage with the new unitary authorities.

Agenda item 18 Next Meeting Date

Monday 14th September 2026

(Bekesbourne Recreation Ground Pavillion)

End of Agenda Pack