

PTE 13/12/23

MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 15 NOVEMBER 2023 AT 7.00PM

**PRESENT:** Councillor Ann Duke – Vice-Chairman in the Chair  
Councillor Lorna Cross  
Councillor Lesley Howes  
Councillor Richard Lees  
Councillor Hazel Stephens  
Councillor Elizabeth Wickham

**ALSO PRESENT:** Graham Blew – Town Clerk  
Martin Harding – Assistant Town Clerk/RFO

**ABSENT:** Councillor Dawn Johnston

261/23-24. **ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

262/23-24. **APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Peter Harman, due to other commitments.

**Recommended:** That the reasons for absence, for the Councillor(s) listed, be formally accepted, and approved.

263/23-24. **SUBSTITUTES.**

There were none.

264/23-24. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

*As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.*

265/23-24. **ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

266/23-24. **TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 18 OCTOBER 2023.**

**Recommended:** The Minutes of the meeting held on 18 October 2023 were confirmed and signed.

**267/23-24. GALLEY HILL ROAD COLLAPSE – CORRESPONDENCE REQUEST.**

The Chairman had requested this item be placed on the agenda for members to discuss and consider whether any correspondence should be sent from the Town Council in relation to the current closure, and if so to whom.

Councillor Ann Duke updated members on the recent meeting she had attended with KCC Member Peter Harman, the then Minister for Transport, Gareth Johnson MP and Toby Howes from Kent Highway Services.

**Recommended:** That the item be noted.

**268/23-24. The following planning applications have been received from Dartford Borough Council / Ebbsfleet Development Corporation/ Kent County Council / Gravesham Borough Council for Members observations (full details of these applications can be viewed via the Town Council, DBC, EDC, GBC and the KCC websites).**

DA/23/00514/FUL	Erection of 3no single storey 1-bed social housing units with associated landscaping and parking spaces.  Rear of 119-133 Milton Street, Swanscombe
OBSERVATIONS:	<p>Whilst sympathetic to the idea of the proposed development the Town Council note the comments from other consultees regarding the inadequate / limited provision of emergency access for vehicles as well as the concerns regarding construction traffic and the detrimental impact they would have on residents.</p> <p>The Town Council object to the application on the grounds that it does not meet the requirements of:                  DP4.1 sustainability in terms of traffic and transport as it fails to promote this by the lack of provision of storage / space for bicycles.                  DP8.1 for the minimum space of 50 square meters for properties occupied by up to 2 people, which this proposal does not provide i.e., the individual units are less than 50 square meters.                  DP8.3 as there is a lack of privacy in relation to the outside space for individual occupants with x3 dwellings only being provided with x1 amenity space which is not sub-divided.                  There also appears to be a lack of detail for the disposal of surface/rainwater drainage.</p>
DA/23/01201/TPO	Application for G1 - group of trees, cut back to previous pruning points subject to Tree Preservation Order No.11 1990.  Adjacent 15 Bere Close, Greenhithe.
OBSERVATIONS:	The Town Council have no objection to the application provided a tree specialist has confirmed that the proposed actions are acceptable and proportionate for these trees.



DA/23/01027/FUL	<p>Demolition of single storey rear section and erection of part single two storey side/ rear extension.</p> <p>1 Stonely Crescent, Greenhithe.</p>
OBSERVATIONS:	<p>The Town Council object to the application on the following grounds:</p> <p>It fails to meet the requirements of DP7.3 as moving the first-floor terrace/balcony by 3 meters significantly increases the capacity to overlook and be overlooked as this opens it up to x2 further properties.</p>
DA/23/00983/FUL	<p>Conversion of 123 and 123A Milton Road to create 5-bedroom HMO (House in Multiple Occupation, Class C4), extension and alterations to front elevation and provision of refuse and cycle storage.</p> <p>123 &amp; 123A Milton Road, Swanscombe.</p>
OBSERVATIONS:	<p>The Town Council object to the application on the following grounds:</p> <p>DP18.1b. The area is recognised as a Neighbourhood Centre in the Development Plan and as such ground floor changes from retail to dwelling should leave at least x2 A1/A2 sites retained which this proposal does not, and it fails to document a demonstration as to why this is not viable.</p> <p>The HMO standards (amenity) include that kitchen/kitchen space should be no more than x1 floor from any of the rooms but in the proposal for 123 Milton Road it is more than x1 floor away and the kitchen is too small for the size of the bedrooms (should be 11 square meters but they are not).</p> <p>The kitchen allows for x5 persons but if x5 double bedrooms there could be x10 people.</p> <p>The proposal does not provide any outside space for residents other than to park their vehicles therefore it is an over intensification.</p> <p>The Town Council feel the proposal would be an overdevelopment which would not provide homes of the required standard.</p>
DA/23/00970/FUL	<p>Conversion from a retail shop (Class E) to 2 bedrooms and incorporate these bedrooms to the existing 3-bedroom HMO to create a 5-bedroom HMO (Class C4), Alterations to front elevation, provision of refuse and bike storage and use of rear curtilage for parking.</p>

	125 & 125A Milton Road, Swanscombe.
OBSERVATIONS:	<p>The Town Council object to the application on the following grounds:</p> <p>DP18.1b. The area is recognised as a Neighbourhood Centre in the Development Plan and as such ground floor changes from retail to dwelling should leave at least x2 A1/A2 sites retained which this proposal does not, and it does not document a demonstration why this is not viable.</p> <p>The HMO standards (amenity) include that kitchen/kitchen space should be 11 square meters which it is not in this application.</p> <p>The kitchen allows for x5 persons but if x5 double bedrooms there could be x10 people.</p> <p>The proposal does not provide any outside space for residents other than to park their vehicles therefore it is an over intensification.</p> <p>The Town Council feel the proposal would be an overdevelopment which would not provide homes of the required standard.</p>
DA/23/01249/FUL	<p>Demolition of existing garage and erection of an attached two storey, three-bedroom dwelling.</p> <p>13 Mounts Road, Greenhithe</p>
OBSERVATIONS:	<p>The Town Council objects to this application on the following grounds:</p> <p>There is inadequate parking provision.</p> <p>The ingress and egress from the site would cause issues/ danger to other road users.</p> <p>It is an inappropriate residential development.</p>
DA/23/00145/FUL (Revised Application)	<p>Development of a medical centre with undercroft car parking, landscaping, and other associated works.</p> <p>Car Park, Steel Ave, Greenhithe</p>
OBSERVATIONS:	<p>The Town Council have considered this application and would like to submit the following comments/ observations:</p> <p>While in principle the Town Council recognise the need for a surgery, we object to the application due to the lack of clarity and details provided, specifically failing to fully address our previously submitted concerns.</p>



	<p>The design of the building is not in keeping with the area.</p> <p>The proposed building would be overlooking the properties in King Edward Road which could result in a loss of privacy, light, and result in overshadowing.</p> <p>As highlighted by the holding objection of the Highway Authorities Director of Highways &amp; Transportation the proposal does not include sufficient parking facilities.</p> <p>The proposal would result in an increase in vehicular movements which would result in an increase in air pollution.</p> <p>The proposal would increase highway safety issues on the already busy dual carriageway.</p> <p>The proposal contravenes the Stone Parish Council Neighbourhood Plan.</p>
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**269/23-24. The following Granted Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.**

DA/23/00767/FUL	<p>Demolition of existing side extension with replacement of single storey side extension to provide garage allowing rear access and single storey rear extension with partial window replacement to the rear of existing house.</p> <p>Accuba House, 35 High Street, Greenhithe.</p>
DA/23/00719/FUL	<p>Demolition of existing rear conservatory and erection of a two-storey side and rear 'wrap around' extension (part retrospective) (revisions to previously approved planning permission DA/22/00996/FUL)</p> <p>2 Park Road, Swanscombe.</p>
DA/23/01054/TRCON	<p>Notification of works to T1 Norway maple - Located front boundary, reduce height and average radial spread of tree by approximately 2.0 metres and 2.0 metres respectively, taking care to prune to live secondary growth and maintaining even, balanced shape appropriate to species and T2 Yew - Located front boundary, trim all sides by approximately 1.5 metres circa, taking care to prune to live secondary growth and maintaining even, balanced shape appropriate to species.</p> <p>20-26 High Street, Greenhithe.</p>
DA/23/00973/FUL	<p>Demolition of existing rear conservatory and erection of a single storey rear extension</p>

	21 Pilgrims View, Greenhithe.
DA/23/01003/FUL	Erection of a single storey rear extension. 11 Ivy Bower Close, Greenhithe.
DA/23/00959/FUL	Erection of a single storey rear extension and two storey side extension and front porch. 17 Woodland Way, Greenhithe.
DA/23/01033/FUL	Installation of air source heat pump to rear of property. 3 Bendigo Wharf, Pier Road, Greenhithe.

270/23-24. **The following Refused Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.**

DA/23/00997/FUL	Erection of a first-floor side extension and single storey rear extension 65 Empire Walk, Greenhithe
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271/23-24. **ESTIMATES FOR 2024 – 2025.**

Officers began work on the Annual Estimates for 2024 – 2025 earlier in the year and members were first asked for any suggestions in July (minute 120/23-24), with an agreed deadline of 31 August 2023, which were then duly considered at the Town Council meeting on 19 October 2023.

The Town Council meeting on 7 December 2023 will need to consider the draft Annual Estimates 2024 – 2025 which will then pass to be approved and endorsed by the full Council in January 2024 before setting the Council Tax Base for the 2024 – 2025 financial year.

**Recommended:** That the item be noted.

There being no further business to transact, the Meeting closed at 8.20 pm.

Signed: \_\_\_\_\_  
(Chairman)

Date: \_\_\_\_\_



(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	County Member
2	Graham Blew	19 October 2023	None	Mr Peter Harman
Please list below the funding opportunities/Sources for HIP initiatives/Measures				
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	Contact Telephone Number	Email Address		
Name of Clerk	Graham Blew	Contact Telephone Number	01322 385513	Email Address
Name of Chair	N/A	Contact Telephone Number	N/A	Email Address
KCC Project Manager Team	Community & Engagement Team (WEST)	Contact Telephone Number	03000 418181	Email Address
I.e., County Member, Parish Precept Donation, LTP				

AGENDA ITEM  
PTE 13-12-23  
6

Please Note: Highway Improvement Plans will only be accepted if they are in this prescribed template format. PLEASE DO NOT ALTER IN  
Whilst this is intended to be a living document for your Parish Council, KCC can only make resources available to review your HIP annually  
Swanscombe and Greenhithe's review is on or after 13 July each year.


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## Highway Improvement Plan

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

### Live Priorities Record

Priority	Location	Problem/Concern	What do you feel are the potential solutions?	KCC Comments (This column is to be completed by Project Manager ONLY)
1.	Swanscombe High Street zig-zag lines opposite Co-op.	<p>Lots of incidents of people parking on the zigzags and pedestrians and other road users being endangered.</p> <p>Vehicles are being parked on the footway where the double yellow lines run past The Wheatsheaf on a daily basis.</p> 	<p>The Town Council request that wooden bollards be installed in Swanscombe High Street from the southern extent of the zig-zag lines opposite the Co-Op, to the corner of the road at the junction with The Grove (but not beyond into The Grove).</p>	<p>Update 19.10.23 - ET asked the Town Council if parking on the DYLs has been raised with Dartford Borough Council re parking enforcement and it was confirmed that DBC are aware about the parking problems in the High Street and The Grove. However, they have confirmed that they only have a limited amount of enforcement officers who have to cover the whole of the borough, so this is unlikely to receive additional enforcement.</p> <p>It looks like there is a vehicle access just to the left of the pub so we wouldn't be able to install bollards here, but ET has asked the Planning &amp; Advice Team (02.11.23) to look into the possibility of installing wooden bollards from the end of this vehicle access, past the pub, to the junction with The Grove.</p> <p>15.11.2023 P&amp;A have had a look into this for you and initial thoughts are that you could look at bollards at this location as requested. I would like to mention that the existing bollards on site along this route are not wooden</p>

Highway Improvement Plan



				<p>although the request is for wooden, they must be in keeping with what is already in the vicinity (Black glasdons with reflectors). Ops would need to confirm they will take on the liability of these if installed.....MN checked with Kevin Gore of Ops today and he is happy for them to go in but if they were to be knocked down he would just make good the footway surface and not replace the bollard itself, this would have to be a replacement funded by the Town Council. Please also note that due to the number of utilities in the footway we would need to look at bolt down bollards. (From experience in other similar areas, contractors will not take on the risk of installing bollards directly above stats, and with the potential cost of striking telecoms being hundreds of thousands of pounds, we wouldn't permit this either) D&amp;D report back 16.11.2023</p> <p>Currently sitting with Helen Cobby for her to investigate whether bolt downs could work here? We await news</p>
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Historical Priorities Record



No	Location	USRN	Problem/Concern	What do you feel are the potential solutions?	KCC Comments
1.	Swanscombe High Street should have pedestrian barriers	Lots of incidents of people parking on the zigzags and pedestrians	Erection of pedestrian barriers/railings or bollards on the	Helen Cobby has installed PGR on the Co-Op side Graham will come back to me to confirm if this is still their no 1 priority as I can ask P&A to look at this and we could potentially	..therefore I have had a meeting with Helen Cobby last week, she confirms she is not advising it appropriate for PGR on the opposing side as previously highlighted with Graham. Please notify the Police on the non-emergency



## Highway Improvement Plan


<p>/railings or bollards installed the length of the zig-zag lines on both sides of the road by the pedestrian crossing</p>	<p>being endangered  To stop parking on the DYLS and white zebra zig zags which affects visibility.</p>	<p>use some of our HIP budget. 15.05.2023 Have received HIP from Graham on the 12<sup>th</sup> April with 1 &amp; 2 entries remaining....therefore I have had a meeting with Helen Cobby last week, she confirms she is not advising it appropriate for PGR on the opposing side as previously highlighted with Graham. Please notify the Police on the non-emergement number 101 as this is an enforcement issue and the borough council for DYL parking enforcement.</p> 	<p>number 101 as this is an enforcement issue and the borough council for DYL parking enforcement.</p>
<p>2. High Street, Greenhithe</p>	<p>Danger to pedestrians and road users when use during traffic congestion due to Dartford Tunnel / Bluewater Shopping Centre peak times</p>	<p>Change the "B" road from the High Street, Greenhithe to make Eagles Road, Greenhithe the "B" road as this is far more appropriate due to size of the road.</p> 	<p>15.05.2023 had meeting with Helen Cobby last week and we went through this 2<sup>nd</sup> priority. Helen advises this is not something she would support. Maybe Graham, myself and Helen could have a joint catch up to see if there is anything else we could address.</p>

Highway Improvement Plan

	<p>3. Entry roads to Swanscombe and Greenhithe should have the 20mph speed limit painted on them</p>		<p>Incidents of speeding on roads in built up areas and lack of knowledge of the 20 mph limit.</p>	 <p>20 mph speed limit roundels painted on carriageway.</p>	<p>What is the issue here? Speed data from HADMS does not validate the high speeding ....if the parish wish to fund roundels at the gateway points this could be looked at, but what not really achieve any reduction in speeds? (Approx £100 per roundel but Traffic management costs for road closures is expensive in the region of £2k)</p>
<p>4. Craylands Lane</p>			<p>This road has a school and Leisure Centre on it and there are also new developments being built at the bottom of the road (London Road end) which means it is very busy and heavily used by vehicles and pedestrians, including children.</p>	<p>A pedestrian crossing is required by the railway viaduct</p>	 <p>There is a pedestrian build out close to the leisure centre and the school. The crash data shows no ped</p>



## Highway Improvement Plan

	5. Milton Road and Manor Road, Swanscombe.		Road surfacing is in very poor condition which, unless remedied, will deteriorate and be a danger to users.	Roads require re-surfacing.	<p>conflicts. I would recommend that the school and leisure centre engage with Iona Rogulski and Tom Moreton from School Travel Planning Team and Safer Road Users Team to engage with the safety campaigns they are involved in.</p> <p><b>13.07.2023</b> – This is a maintenance request led on by the Road and Footway Asset Team (RaFAT). ET has logged the Parish Council’s resurfacing request under 733681.</p> <p>No further action from HIT.</p>
6.	A2260 and at Ebbsfleet Gateway	X2 “welcome” signs were installed by KHS in 2017. Since then the boundary has changed and a request, along with photos, was sent (26 Oct 2022) to KHS asking for these x2 signs to be relocated within the boundary of Swanscombe and Greenhithe	Relocate x2 signs within the current boundary of Swanscombe and Greenhithe		<p><b>Update 19.10.23</b> - The Town Council have recently updated their HIP and this is not currently a priority. NFA for HIT.</p>
				<p><b>27.06.2023</b> - Swanscombe and Greenhithe Council would need to provide plan of where the existing signs are and where they wish them to be relocated....for Highway Improvement Team to assess feasibility. Originally Michelle had said she was not willing to fund this as it wasn't</p>	





EMAILS FROM KHS REGARDING BOLLARDS

**From:** Michelle.Norris@kent.gov.uk <Michelle.Norris@kent.gov.uk>

**Sent:** Tuesday, November 28, 2023 11:38 AM

**To:** Graham Blew <graham.blew@swanscombeandgreenhithetowncouncil.gov.uk>;

Emma.Tilbury@kent.gov.uk; west.highwayimprovements@kent.gov.uk; Helen.Cobby@kent.gov.uk;

Stuart.Taylor@kent.gov.uk

**Subject:** FW: Enquiries: Bollards - High Street Swanscombe and Greenhithe Town Council

**[WARNING]** This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Graham

Further to my email to you below. I wanted to respond to your queries.

“Can you advise where it was agreed that the Town Council would be responsible for the maintenance of the bollards as it is slightly concerning as we as a council have never discussed or budgeted for this ?”

The request on your HIP for bollards was being investigated by colleagues in Planning and Advice, however Ops who deal with the maintenance of the highway have to be consulted as to whether they permit additional assets on the network; as they do not have funding to replace additional parish/town council installations, if we found that it was indeed practical to install bolt down bollards (so as to avoid hidden utilities) it would be on the proviso that if they got hit and damaged that they would not be replaced but the surface would be made safe by Ops. If the Parish/Town Council wish to replace the damaged bollard like for like they would need to find the funds for this in the future and yes this work would be carried out by KCC approved contractor.

Currently this HIP request is still being investigated as to whether it is actually feasible. Once I hear back from my colleagues in Planning and Advice and Design and Delivery - if they report that it is technically possible, I can ask for a cost and specification as per your question.....“Have you a cost per bollard for installation and can you also supply a specification/image of a bolt down bollard.”

Are you happy for colleagues to continue with their enquiries on the bollard request on this basis?

To respond finally with your question of “now KCC find themselves in large financial peril/concern that they are passing the costs of their services onto other organisations where possible?”

Our director Amanda Beer updated staff on KCC’s financial position recently. The overriding priority is to deliver our financial recovery plan over the next 18 months - two years. Of course, it is recognised that there are already pressures in the system around demand and workloads. KCC are facing an enormous rise in the cost of, and demand on, our services. The most significant pressures are in adult social care, home to school transport and children’s services. KCC have specific plans in place to meet and manage service demands and bring down budget overspends; identifying clear, collective action to set the course for getting the council back to financial sustainability, securing the services that residents in Kent need the most, within the resources available from central government and local taxation. This will be challenging. There will be some things we really want to do and now cannot.

In relation specifically to the bollards, this is in response to the Town Council trying to mitigate illegal parking on the DYLS and school keep clear markings - which is an enforcement issue to be dealt with by the Borough. With limited budget we must secure funding for safety critical work rather than the nice to do.

I hope and trust that this makes sense, and you understand our position, we very much want to reassure you that our team remain committed to helping parishes and town councils deliver their priorities where we can.

I have as requested attached the latest HIP.

Kind regards

Michelle

#BeKind

*Upcoming Absence: 22<sup>nd</sup> & 30<sup>th</sup> November, 5<sup>th</sup> December through to 5<sup>th</sup> January 2024*

**Michelle Norris** (She/Her) [Here’s why I include pronouns in my email signature](#)  
Road Safety Engineering Project Manager – Highway Improvements (West Kent)



**From:** Michelle.Norris@kent.gov.uk <Michelle.Norris@kent.gov.uk>  
**Sent:** Tuesday, November 28, 2023 12:48 PM  
**To:** Graham Blew <graham.blew@swanscombeandgreenhithetowncouncil.gov.uk>  
**Cc:** Helen.Cobby@kent.gov.uk  
**Subject:** RE: Reply: Enquiries: Bollards - High Street Swanscombe and Greenhithe Town Council

Dear Graham

On the High Street outside No 76 you already have what looks like Admiral bollards



High Street, Swanscombe

76 High St  
Swanscombe, England  
May 2016

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£15.00 delivery incl. VAT (orders under £300 incl. VAT)\*

Non-standard colour options are subject to minimum quantities.

The bolt down bollards would be the Neopolitan range that Helen would be considering whether these could work?

I have resent the HIP, apologies it not being attached previously.

Kind regards

Michelle



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## Graham Blew

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**From:** Michelle.Norris@kent.gov.uk  
**Sent:** 20 November 2023 15:03  
**To:** Emma.Tilbury@kent.gov.uk; Graham Blew  
**Cc:** west.highwayimprovements@kent.gov.uk; Helen.Cobby@kent.gov.uk;  
Stuart.Taylor@kent.gov.uk  
**Subject:** Bollards - High Street Swanscombe and Greenhithe Town Council

**[WARNING]** This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Graham

A footnote to my email having just pressed send...Helen has read and replied suggesting we look at bolt down bollards? So, this might be a way round! Apologies for the cliff hanger – we are and will continue to do our best to resolve if we are able to.

Kind regards

Michelle

#BeKind

*Upcoming Absence: 22<sup>nd</sup> & 30<sup>th</sup> November, 5<sup>th</sup> December through to 5<sup>th</sup> January 2024*

**Michelle Norris** (She/Her) Here's why I include pronouns in my email signature  
Road Safety Engineering Project Manager – Highway Improvements (West Kent – Dartford & Gravesham and Maidstone) Community & Engagement - Road Safety & Active Travel Group |  
Highways, Transportation & Waste | Kent County Council  
External: 03000 418181 | [www.kent.gov.uk/highways](http://www.kent.gov.uk/highways)

**Please note I am a part time member of staff: TTO 32 weeks a year**  
**Monday 9:00-3:30 Tuesday 09:00-13:00 Wednesday 09:00-16:30 Thursday 08:00-13:00**

*KCC Highways welcome feedback from our customers and we have designed our fault reporting tool so that you can quickly and easily let us know about any complimentary feedback on our service or indeed problems on the roads and footways or about any of our equipment such as streetlights that may not be working. You can do this by visiting:*

[www.kent.gov.uk/highwayfaults](http://www.kent.gov.uk/highwayfaults)

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**From:** Michelle Norris - GT TRA  
**Sent:** Monday, November 20, 2023 2:54 PM

## Graham Blew

---

**From:** Michelle.Norris@kent.gov.uk  
**Sent:** 20 November 2023 14:54  
**To:** Emma.Tilbury@kent.gov.uk; Graham Blew  
**Cc:** west.highwayimprovements@kent.gov.uk; Helen.Cobby@kent.gov.uk;  
Stuart.Taylor@kent.gov.uk  
**Subject:** RE: Updated HIP - 18 October 2023

**[WARNING]** This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Graham

Further to your updated HIP, Emma very kindly requested various teams to look at this request and we became a little excited to hear we had managed to jump through the first two hurdles that P&A and Ops agreed in principle on the understanding that the Town Council would be responsible for their maintenance, however I'm afraid I have to report back that management in Design and Delivery have assessed the site prior to the final hurdle of getting technical approval and has identified a number of utilities right where the bollards would need to be, including telecoms. "Going from experience in other similar areas, contractors will not take on the risk of installing bollards directly above stats, and with the potential cost of striking telecoms being hundreds of thousands of pounds, we wouldn't permit this either."

I have updated the HIP to reflect this outcome. I am so disappointed that we are unable to assist in this site.

Kind regards

Michelle

#BeKind

*Upcoming Absence: 22<sup>nd</sup> & 30<sup>th</sup> November, 5<sup>th</sup> December through to 5<sup>th</sup> January 2024*

**Michelle Norris** (She/Her) [Here's why I include pronouns in my email signature](#)  
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External: 03000 418181 | [www.kent.gov.uk/highways](http://www.kent.gov.uk/highways)

**Please note I am a part time member of staff: TTO 32 weeks a year**  
**Monday 9:00-3:30 Tuesday 09:00-13:00 Wednesday 09:00-16:30 Thursday 08:00-13:00**



EXTRACT OF MINUTES

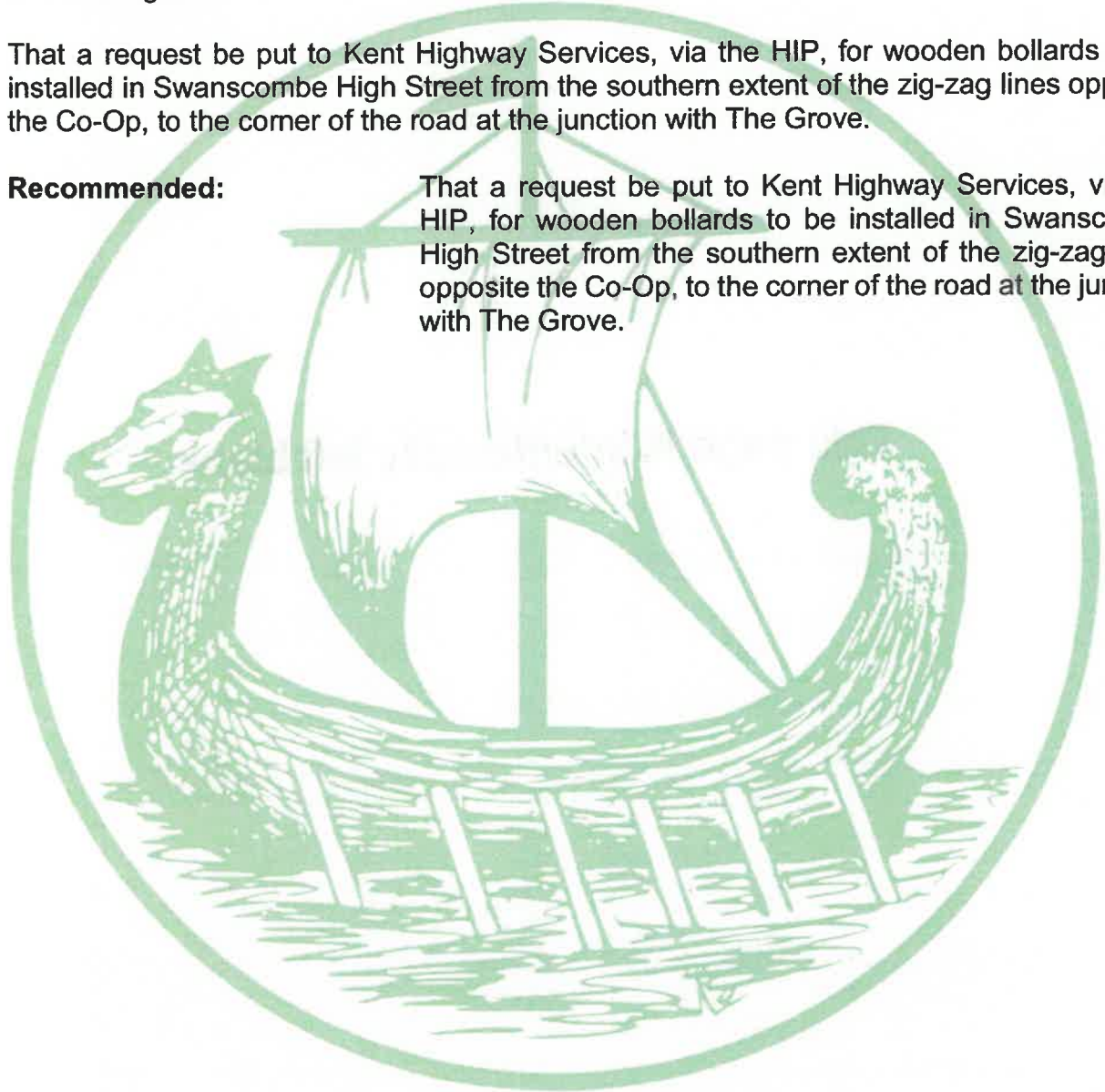
208/23-24. **HIGHWAYS IMPROVEMENT PLAN (HIP).**

Further to minutes 103/23-24, 146/23-24 and 187/23-24 Members considered the contents of the current HIP and, after discussion it was proposed, duly seconded and upon being put to a vote agreed.

That a request be put to Kent Highway Services, via the HIP, for wooden bollards to be installed in Swanscombe High Street from the southern extent of the zig-zag lines opposite the Co-Op, to the corner of the road at the junction with The Grove.

**Recommended:**

That a request be put to Kent Highway Services, via the HIP, for wooden bollards to be installed in Swanscombe High Street from the southern extent of the zig-zag lines opposite the Co-Op, to the corner of the road at the junction with The Grove.



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