

CHARTHAM PARISH COUNCIL

The Parish Office, Village Hall, Station Road, Chartham, Canterbury, Kent, CT4 7HZ
Email: clerk@chartham-pc.gov.uk

**A Meeting of the Planning & Highways Committee will be held on
Monday 2nd February 2026 at 7pm at
Chartham Village Hall, Station Road, Chartham, Canterbury, Kent, CT4 7HZ**

Members of the public are invited to attend a meeting of the Planning & Highways Committee to discuss the planning applications outlined on the agenda. As per the Parish Council's Standing Orders, residents have five minutes to speak should anybody wish to convey their opinion to councillors.

Agenda issued by the Clerk on 27th January 2026

L. Wilkes

AGENDA

1. APOLOGIES FOR ABSENCE (7pm)

2. DECLARATIONS OF INTEREST

Councillors to declare any Disclosable Pecuniary Interests &/or Other Significant Interests.

3. MINUTES OF PLANNING & HIGHWAYS COMMITTEE (7:05pm)

To receive and confirm the accuracy of the minutes of the Planning & Highways Committee meeting held on 5th January 2026.

4. COMMITTEE TERMS OF REFERENCE (7:10pm)

To agree the updated Planning & Highways Committee terms of reference document, and to recommend it to the Parish Council for approval.

5. HIGHWAYS IMPROVEMENT PLAN (7:20pm)

To review the correspondence previously received regarding speeding in Chartham Hatch, and to agree whether any further consultation is required in order to ask KCC to progress with a 20mph zone (and if so, how consultation will be carried out, e.g. via SurveyMonkey/ paper surveys).

To note the correspondence received from KCC regarding the 20mph scheme in Chartham Hatch and the advisory 20mph zone in Shalmsford Street (attached at Appendix A).

6. PARKING ISSUES (7:35pm)

To note that the Clerk has written to Canterbury City Council car parking team regarding parking matters in Chartham generally, as well as enquiring specifically about the parking situation at Stour Road & Stour Close.

7. TO NOTE ANY RELEVANT RECENT PLANNING DECISIONS (7:40pm)

To note that the following applications have been granted:

- [CA/25/02062](#) 10 Kingfisher Place, Chartham, CT4 7DJ
Single-storey side and rear extension following the demolition of existing conservatory.
- [CA/25/02093](#) 29 The Crescent, Chartham, CT4 7PX
Single-storey detached outbuilding for ancillary use in the rear garden.
- [CA/25/02127](#) 4 River Court, Chartham, CT4 7JN
Sycamore tree located in rear garden. Reduce crown by 30%.
- [CA/25/02150](#) 7 Old School Mews, Chartham, CT4 7JD
Single-storey rear extension.

8. TO CONSIDER PLANNING APPLICATIONS AND WORKS TO TREES (7:45pm)

To include consideration of the below applications, as well as any other relevant applications received since preparation of the agenda.

CA/26/00047 231 Shalmsford Street, Chartham, CT4 7PY

Installation of vehicular access.

(Expiry date 13th February 2026)

CA/26/00057 3 Pomfret Road Chartham Kent CT4 7PZ

Single storey rear and side extension.

(Expiry date 13th February 2026)

9. PLANNING ENFORCEMENT MATTERS (8pm)

To consider ongoing or new planning enforcement matters in the parish.

To note that the Clerk has contacted Hyde housing regarding light pollution emanating from the car parking area at The Hyde, and this issue is now believed to be resolved.

To note the response received from Canterbury City Council regarding some of the ongoing enforcement matters and the invitation to a meeting.

10. DATE OF NEXT MEETING (8:15pm)

The next scheduled meeting of the Planning & Highways Committee is Monday 2nd March 2026 at 7pm.

Hi Lucy,

You only need to do an informal engagement on the 20mph scheme in Chartham Hatch as this requires a Traffic Regulation Order and is an enforceable speed limit.

The 20mph outside the school will be advisory only during school times and therefore a TRO is not required for this measure. The extents for that will be from where the current school warning signs are now.

There is information on how to carry out an informal engagement in the Highway Information Pack if you wanted to refer to that for assistance.