



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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**Chief Executive**  
Damian Roberts

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Gibson Drive  
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**NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.**

Contact: Democratic Services  
[committee.services@tmbc.gov.uk](mailto:committee.services@tmbc.gov.uk)

21 November 2025

To: MEMBERS OF THE JOINT TRANSPORTATION BOARD  
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Joint Transportation Board to be held in the Council Chamber, Gibson Drive, Kings Hill on Monday, 1st December, 2025 commencing at 7.30 pm.

Members of the Committee are required to attend in person. Other Members may attend in person or participate online via MS Teams.

Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

DAMIAN ROBERTS

Chief Executive

## A G E N D A

1. Guidance for the Conduct of Meetings

5 - 8

## **PART 1 - PUBLIC**

2. Appointment of Chair Verbal Report

To note the recent appointment of Cllr Mehmet as Chair of the Joint Transportation Board.

3. Apologies for absence 9 - 10
4. Notification of Substitute Members 11 - 12
5. Declarations of interest 13 - 14

Members are reminded of their obligation under the Council's Code of Conduct to disclose any Disclosable Pecuniary Interests and Other Significant Interests in any matter(s) to be considered or being considered at the meeting. These are explained in the Code of Conduct on the Council's website at [Code of conduct for members – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tmbc.gov.uk/code-of-conduct-for-members).

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting.

6. Minutes 15 - 20

To confirm as a correct record the Notes of the meeting of the Joint Transportation Board held on 16 June 2025.

### **Matters submitted for Information**

7. Parking Update Report 21 - 56

This report covers progress with current parking work and reviews, including the larger area Parking Reviews and updates on the phased Parking Action Plan.

8. Highways Forward Works Programme 2024/25 and 2025/26 57 - 80

This report updates Members on the identified schemes approved for construction.

If you have any questions relating to the Highways Work Programme, please submit them in advance of the meeting and no later than noon on Friday 28 November 2025 to enable sufficient time to collate information. Please email [andy.watson@kent.gov.uk](mailto:andy.watson@kent.gov.uk)

9. Any Other Business

Any matters raised will be for information only and any views, actions, outcomes or recommendations may be addressed out of meeting or reported to the next possible Joint Transportation Board (if appropriate).

10. Urgent Items 81 - 82

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

**Matters for consideration in Private**

11. Exclusion of Press and Public 83 - 84

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

**PART 2 - PRIVATE**

12. Urgent Items

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

## **MEMBERSHIP**

Cllr A Mehmet (Chair)  
County Cllr S Hudson (Vice-Chair)

Cllr R I B Cannon  
Cllr A Cope  
Cllr S Crisp  
Cllr D A S Davis  
Cllr F A Hoskins  
Cllr D Thornewell

County Cllr Mrs T Dean  
County Cllr M Hood  
County Cllr A Kennedy  
County Cllr H Rayner  
County Cllr D Sian  
County Cllr P Stepto

Representatives of Kent Association of Local Councils – Tonbridge and Malling  
(non-voting):

- Sue Butterfill – Borough Green PC
- Sarah Barker – Kings Hill PC
- Tim Shaw – Borough Green PC