

Street Naming Policy & Procedures

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Version	2.0		
Creation Date	5 January 2015	Policy Authoriser	Council
Initiating Author	Councillor Spearink	Last Updated By	Councillor Lain-Rose
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DOCUMENT HISTORY

- (a) Policy first adopted by Staplehurst Parish Council on 4 July 2016 (Min 1545).
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1. INTRODUCTION

- 1.1 Street Naming and Numbering is a statutory service Borough/District Councils undertake to issue and officially register postal addresses within the relevant borough/district.
- 1.2 Maidstone Borough Council is the authority responsible for the statutory service of Street Naming and Numbering.
- 1.3 Individuals and developers must not allocate their own house numbers, buildings or street names or request this through the Parish Council; application must be made to Maidstone Borough Council.
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2. PARISH COUNCIL INVOLVEMENT

- 2.1 It has become customary for the Borough Council and/or developers to consult the Parish Council on the proposed street name(s) in our parish.
- 2.2 The Parish Council, as consultee, will respond to the Borough Council and/or developer with its comments on the proposed street name(s).
- 2.3 The final decision on street naming is with the Borough Council. The Parish Council is afforded the opportunity to comment and/or make recommendations only.
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3. PARISH COUNCIL'S STREET NAMING POLICY

- 3.1 The Council will aspire to influence developers/the Borough Council that street names will fall into one of the following categories:
- i. Individual(s) that fought during World War 1, with strong links with the Parish;
 - ii. Individual(s) that have contributed to the parish of Staplehurst (a "village worthy"); or
 - iii. Relevant names that would be appropriate for the development/area that relates to the location of the proposed street name.
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4 THE PROCEDURE

- 4.1 The Council will review the proposed street name(s).
- 4.2 The Council will either:
- i. Agree with the proposed street name(s) and notify the Borough Council of its agreement; or
 - ii. Agree a counter-proposal for the street name(s) and notify the Borough Council of its preferred name(s) as a recommendation.
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