

Street Naming Policy & Procedures

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Staplehurst Parish Council

DOCUMENT HISTORY

Policy first adopted by Staplehurst Parish Council on 4 July 2016 (Min 1545). Reviewed and amended policy adopted by Staplehurst Parish Council on 24 February 2020 (Min 1818).

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 For Staplehurst, Maidstone Borough Council (MBC) 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 MBC.

2. PARISH COUNCIL INVOLVEMENT

- 2.1 It has become customary for MBC and/or developers to consult the Parish Council on proposed street names in the parish.
- 2.2 The Parish Council, as consultee, will respond to MBC and/or developer with its comments on proposed street names.
- 2.3 The final decision on street naming rests with MBC. The Parish Council is afforded the opportunity to comment and make recommendations only.

3. PARISH COUNCIL'S STREET NAMING POLICY

The Parish Council will aspire to influence developers/MBC that street names will fall into one of the following categories:

- i. Service personnel whose names appear on the village's World War 1 memorial;
- ii. Individuals that have contributed to the parish of Staplehurst ("village worthies"); or
- iii. Names that relate to the location of the proposed street, especially field names, or by another geographic or historical connection.

4 THE PROCEDURE

- 4.1 The Parish Council will review the proposed street name(s), undertaking such local consultation as it deems appropriate.
- 4.2 The Parish Council will either:
 - i. agree with the proposed street name(s) and notify MBC of its agreement; or
 - ii. agree a counter-proposal for the street name(s) and notify MBC of its preferred name(s) as a recommendation.