



18<sup>th</sup> February 2025



You are summoned to attend a meeting of Sevenoaks Town Council's **PLANNING & ENVIRONMENT COMMITTEE**, to be held at **7pm** at the Town Council Chambers, Bradbourne Vale Road, TN13 3QG on **Monday 24<sup>th</sup> February 2025**.

**Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.**

Please note that the proceedings of this meeting will be streamed live to YouTube for the public to watch via the following link: <https://youtube.com/live/N1NsJ46lnsA> and may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Sevenoaks Town Council's procedure for the recording of meetings is available online at [sevenoakstown.gov.uk](https://sevenoakstown.gov.uk) or by request. Members of the public not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.

Please note that the Planning & Environment Committee forward recommendations as a statutory consultee to the local Planning Authority, and therefore the final responsibility for approving or refusing an application rests with Sevenoaks District Council. Sevenoaks Town Council receives 25% of all Community Infrastructure Levy (CIL) payments made by developers to the District Council on new developments in Sevenoaks Town. [Click here](#) to find out more about CIL charges and when they apply.

For more information on the role of the Planning & Environment Committee, as well as policies which provide a reference point of preferred practices and key considerations of the Committee when making its recommendations, please [click here](#).

**Deputy Town Clerk / Responsible Finance Officer**

To assist in the speedy and efficient despatch of business, members wishing to obtain factual information on items included on the agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

**Committee Members – Quorum minimum of six members**

Cllr Ancrum – Mayor  
Cllr Camp – **Chair**  
Cllr Dr Canet  
Cllr Clayton  
Cllr Daniell – Deputy Leader  
Cllr Dr Dixon  
Cllr Granville  
Cllr Gustard

Cllr Layne  
Cllr Michaelides  
Cllr O'Hara  
Cllr Shea  
Cllr Skinner OBE – **Vice Chair**  
Cllr Varley  
Cllr Willis  
Cllr Wightman – **Leader**

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**Town Clerk**

## PUBLIC QUESTION TIME

To enable members of the public to make representation or to put questions to the Committee on any planning matters, with the exception of individual planning applications which will be considered under a later agenda item.

## **AGENDA**

- 1 APOLOGIES FOR ABSENCE  
To receive and note apologies for absence.
- 2 REQUESTS FOR DISPENSATIONS  
To consider written requests from Members which have previously been submitted to the Town Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest. (s.31 & s.33 of the Localism Act 2011).
- 3 DECLARATIONS OF INTEREST  
To receive any disclosures of interest from Members in respect of items of business included on the agenda for this meeting.
- 4 MINUTES (Pages 7-17)  
To receive and agree the Minutes from the Planning & Environment Committee Meeting held on 10<sup>th</sup> February 2025.
- 5 FLOODING MATTERS WITHIN SEVENOAKS TOWN – “ROUND-TABLE” DISCUSSIONS UPDATE  
a) To receive reminder that on 18<sup>th</sup> December 2023, the Planning Committee resolved to request a “round-table” meeting with Kent County Council, Thames Water and any other relevant stakeholders, relating to urgent flooding issues experienced within the Northern and Eastern Wards of Sevenoaks in particular.  
  
b) To note that this project is on-going, with regular update meetings held between Thames Water, Councillors from all three tiers of local government and Town Council Officers, with input also received from the Environment Agency, and to receive an update on progress since the last meeting.
- 6 REVIEW OF PLANNING COMMITTEE POLICY DOCUMENT (Pages 19-30)  
To consider reviewing contents and policies within the Planning Committee Policy document, which outlines how the Town Council considers planning application recommendations and includes informal policies on the Town Council’s stance on

common projects such as internally illuminated signs and minimum boundary distances.

7 PROPOSED BASE STATION UPGRADE AT SEVENOAKS HOSPITAL (Pages 31-38)

a) To receive notice and consultation on Cornerstone's intention to upgrade the base station at Sevenoaks Hospital to improve service provision for Vodafone Limited. This will include removal and replacement of 3 antennas with associated ancillary works and is intended to be completed under permitted development rights.

b) To note that, although not requiring prior approval or planning permission, Cornerstone have invited comment from Sevenoaks Town Council prior to its issuing the Regulation 5 notification of intention to the District Council.

c) To consider and agree whether the Town Council should respond, with note that the comment deadline to do so is 25<sup>th</sup> February 2025.

8 APPEALS (Pages 39-41)

a) To receive notice that the following appeal has been DISMISSED and planning permission Refused by the Planning Inspector on 14<sup>th</sup> February 2025.

- **APP/G2245/Z/24/3349027: 24/01001/ADV – Roundabout at the junction of Otford Road and the Entrance to Riverside Retail Park, Otford Road**

b) To note that Sevenoaks Town Council had not been consulted on the original planning application, nor notified of the Appeal due to it being outside of the Town Council border.

9 INSPECTOR'S REPORT PUBLISHED ON KENT COUNTY COUNCIL'S KENT MINERALS AND WASTE LOCAL PLAN 2024-39

To receive notice that the Planning Inspector's Report on Kent County Council's Kent Minerals and Waste Local Plan 2024-39 has been published and is available to view online via the following link:

[https://www.kent.gov.uk/\\_data/assets/pdf\\_file/0016/180520/Kent-MW-Local-Plan-Inspectors-Report-Main-Mods-Appendix-FINAL-6-Feb-2025.pdf](https://www.kent.gov.uk/_data/assets/pdf_file/0016/180520/Kent-MW-Local-Plan-Inspectors-Report-Main-Mods-Appendix-FINAL-6-Feb-2025.pdf)

10 COMMUNITY RIGHT TO BID – PROPOSED ASSET NOMINATIONS

To consider and agree whether the following locations should be nominated as Assets of Community Value under the Community Right to Bid scheme:

- Sevenoaks Bus Station, Café and Public Toilets
- Sevenoaks Leisure Centre
- The Shambles
- Woodland opposite No's 36-74 Hillingdon Avenue

- Sevenoaks Environmental Park – Play Area and Open Space
- Mill Pond
- West Kent Mind premises at 28-34 St John's Road

11 DEVELOPMENT MANAGEMENT COMMITTEE (Pages 43-44)

a) To receive notice that the below application is due to be discussed by the Development Management Committee on 20<sup>th</sup> February 2025. This was previously allocated to Cllr Ancrum.

- **24/02734/FUL – Land East of 34 & 36 Wildernesse Mount**

INFORMATIVE:

On 18<sup>th</sup> November 2024, and subsequently on an amended version on 16<sup>th</sup> December 2024, Sevenoaks Town Council recommended refusal on the following grounds:

- The overlooking and overbearing impact on neighbouring properties and front gardens
- Incompatibility with the Residential Character Area Assessment for Wildernesse Mount
- The current lack of consideration given to the potentially substantial environmental impact of these building plans.

b) To note that the full documentation may be accessed through the District Council's Planning Portal, via the following link:

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SELENAXBKJO500>

12 ROAD CLOSURES (Pages 45-46)

To receive and note a report summarising upcoming road closures within Sevenoaks Town, including diversion routes.

13 DECISION NOTICES ON PLANNING APPLICATIONS COMMENTED ON BY SEVENOAKS TOWN COUNCIL (Pages 47-48)

To receive and note decisions made by Sevenoaks District Council on applications considered by Sevenoaks Town Council, between the two weeks ending 17<sup>th</sup> February 2025.

14 PLANNING APPLICATIONS (Pages 49-54)

a) The meeting will be adjourned to enable members of the public, by prior arrangement, to speak on individual planning applications which are on the current agenda.

**Members of the public wishing to speak and address the Planning & Environment Committee must register to do so with the Town Council by 12 noon on the date of**

**the meeting, stating that they wish to speak. The Town Council permits one person to speak in favour and one against each Planning Application on a first registered basis. For more details [see here](#).**

b) The meeting will be reconvened to consider planning applications received during the two weeks ending 17<sup>th</sup> February 2025.

15 PRESS RELEASES

To consider any item in this report that would be appropriate for a press release.

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Minutes of the Sevenoaks Town Council PLANNING & ENVIRONMENT COMMITTEE meeting held on Monday 10<sup>th</sup> February 2025 at 7:00pm at the Town Council Chambers. Livestreamed and available on YouTube until Minutes are accepted by Town Council Meeting:

<https://youtube.com/live/HZsptcrLUu4>

**Present:**

**Committee Members**

Quorum minimum of six members

Cllr Ancrum – Mayor	<b>Present</b>	Cllr Layne	<b>Apologies</b>
Cllr Camp – <b>Chair</b>	<b>Present</b>	Cllr Michaelides	<b>Present</b>
Cllr Dr Canet	<b>Present</b>	Cllr O’Hara	<b>Apologies</b>
Cllr Clayton	<b>Apologies</b>	Cllr Shea	<b>Present</b>
Cllr Daniell – Deputy Leader	<b>Present</b>	Cllr Skinner OBE – Vice Chair	<b>Present</b>
Cllr Dr Dixon	<b>Present</b>	Cllr Varley	<b>Apologies</b>
Cllr Granville	<b>Present</b>	Cllr Willis	<b>Present</b>
Cllr Gustard	<b>Present</b>	Cllr Wightman – Leader	<b>Present</b>

**Also in attendance:**

Town Clerk  
Planning Committee Clerk  
3 Members of the Public

**PUBLIC QUESTION TIME**

None.

**553 REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

**554 DECLARATIONS OF INTEREST**

a) Representation from the applicant of the following application was received and forwarded to Eastern Ward Councillors, in support of its contents:

- **[Plan no. 9] 24/03354/HOUSE – 16 Knole Road**

b) Councillor Wightman declared that he had a non-pecuniary interest in the following application due to his knowing the applicant. He did not engage in its discussion and abstained from voting:

- **[Plan no. 6] 24/03250/LBCALT – 2 Kippington Road, 126 Kippington Road**

c) Councillor Wightman declared that he had a non-pecuniary interest in the following application due to being a member of the Wildernesse Residents Association and owning a house on the estate. He remained open-minded to its contents:

- **[Plan no. 12] 24/03447/FUL – Land South of Blackhall Spinney, Blackhall Lane**

d) Councillor Wightman declared that he had a non-pecuniary interest in the following application due to it being opposite his own residence. He remained open-minded to its contents:

- **[Plan no. 14] 25/00090/HOUSE – Saltcoats, Woodland Rise**

555 MINUTES

The Committee received the MINUTES of the Planning Committee Meeting held 27<sup>th</sup> January 2025.

**It was RESOLVED** that the minutes be approved.

556 RECOMMENDATIONS FROM THE STNP / MASTERPLAN WORKING GROUP

Cllr Skinner reported on key discussion topics of the STNP / Masterplan Working Group held prior to the Planning & Environment Committee. The following items were noted:

- Cllr Skinner recommended that Committee members read the Monitoring reports published in the Working Group Agendas, which demonstrate how the STNP is being looked at by District Council Planning Officers. The Working Group had further recommended that these be forwarded both to the District Council as well as neighbouring Town/Parish Councils that have emerging or adopted Neighbourhood Development Plans.
- The Working Group had reviewed the Open Space and Community Uses provision requirements from Tarmac's Section 106 agreement for their Outline permission at Sevenoaks Quarry Section. This had resulted in the following recommendations which would be considered by the Committee under a future Agenda Item:
  - That Sevenoaks Town Council express interest in owning and managing the Oast House and the Watersport Centre, however express its reservations of owning the lake
  - That the Town Council enquire as to whether a similar ownership / management model as that at the Sevenoaks Wildlife Reserve, whereby Tarmac own the lake and the Wildlife Trust manage it, could be agreed
  - That the Town Council ask to be added to the Section 106 agreement as a potential successor to the District Council, given the potential reorganisation of local Government
  - That the Town Council express an interest in being the "Management Company" for the public Open Spaces and Play Area
- It was noted that the St John's Area Masterplan would proceed to Public Consultation in March 2025, however the Town Centre Masterplan would likely be postponed by 2-3 months so that it could incorporate any of the significant changes to local asset ownership which could result from the potential local Government reorganisation
- Sevenoaks Town Council had requested round-table discussions with Tarmac, Sevenoaks District Council and Kent County Council regarding the Bat & Ball roundabout design. This request had recently been expanded to include West



Kent Housing Association, following discovery that a portion of their land which they intend to reconfigure is included in the designs.

557 APPEALS

a) Councillors noted that the following appeal had been ALLOWED and temporary planning permission Granted by the Planning Inspectorate on 30<sup>th</sup> January 2025.

- **APP/G2245/W/24/3345734: 24/00068/FUL – The Old Meeting House, St Johns Road: Change of use to a place of worship. Works to fenestration**

b) It was noted that the temporary permission would last for 30 months from the date of permission, and is dependent on a Travel Plan, Noise Management Plan and any external lighting details having been submitted, approved and implemented prior to commencement of use.

c) It was noted that a separate appeal for an award of costs had been Refused.

d) Councillors queried how the temporary permission would be monitored as well as eventually renewed. This was clarified by the Chair, who stated that the applicant had been required to keep a record of attendee numbers. They would need to submit a new planning application for a renewal of the permission, which would require evidence that the conditions had been met, and would present opportunity for public comment.

558 SEVENOAKS TOWN COUNCIL'S RESPONSE TO DISTRICT COUNCIL "BIG WASTE CONVERSATION" SURVEY

Councillors received and noted copy of Sevenoaks Town Council's response to the District Council's "BIG Waste Conversation" which had been approved by the Committee on 13<sup>th</sup> January 2025 and submitted to the District Council on 23<sup>rd</sup> January 2025.

559 STREET NAMING AND NUMBERING – NOTIFICATION OF NEW ADDRESS

Councillors received details and plans of a new address which had been created following the split of 113 Bradbourne Vale Road into three properties.

560 ROAD CLOSURES

The Committee received and noted a report summarising upcoming road closures within Sevenoaks Town, including diversion routes.

561 DECISION NOTICES ON PLANNING APPLICATIONS COMMENTED ON BY SEVENOAKS TOWN COUNCIL

The Committee received and noted details within the report, which notified of decisions made by Sevenoaks District Council on applications considered by Sevenoaks Town

Council's Planning & Environment Committee, received during the two weeks ending 3<sup>rd</sup> February 2025.

562 PLANNING APPLICATIONS

a) Minute Item 562b as well as consideration of its corresponding planning applications was moved further up the Agenda and considered after agreement of the Minutes. This as per Standing Order 10.a.viii, whereby the order of business of the Agenda may be changed without prior written notice.

b) The meeting was adjourned to allow members of the public to speak for three minutes on the following applications, by prior agreement.

- [Plan no. 9] 24/03354/HOUSE – 16 Knole Road (Against)
- [Plan no. 9] 24/03354/HOUSE – 16 Knole Road (For)
- [Plan no. 5] 24/03240/HOUSE – Woodfield, Oak Lane (For)

c) The Committee considered planning applications received during the two weeks ending 3<sup>rd</sup> February 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

563 PRESS RELEASES

It was **RESOLVED** that Press Releases be issued reporting on the following:

- Details of Sevenoaks Town Council's response to the District Council's "BIG Waste Conversation Survey"
- Updated consultation timetables for the Town Centre and St John's Masterplans

There being no further business the Chair closed the meeting at 8:47pm.

Signed .....  
Chair

Dated .....

# Planning Applications Considered

Applications considered on 10-2-25

<b>1</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/02141/HOUSE	Stephanie Payne 24/02/2025	Cllr Gustard	CCA LTD
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Hoffman		7 Clenches Farm	Clenches Farm Road	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				03/02/25

## 24/02141/HOUSE - Amended plan

**New front entrance, single-storey rear extension with chimney, and internal works.**

**A summary of the main changes are set out below:**

**The chimney has been included on the elevations and floor plans. The plans have also been amended to reflect the site as it is currently.**

### Comment

**Sevenoaks Town Council recommended approval, subject to:**

- The Planning Officer being satisfied that there will be no loss of amenity to neighbouring properties, especially with regards to concerns about fumes from the chimney
- The Environmental Health Officer being satisfied that there will be no negative health and safety impact of the braai chimney blowing fumes and smoke into the windows of neighbours via prevailing wind, and that any appropriate redirection of smoke can be satisfactorily achieved
- The Planning Officer being satisfied that the drive will be porous, as per Sevenoaks Town Neighbourhood Plan Policy L2, and being satisfied with the proposed finishes.

# Planning Applications Considered

Applications considered on 10-2-25

<b>2</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/02899/FUL	Christopher Park 21/02/2025	Cllr Dr Dixon	Willow Town and Country Planning Ltd
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
Mr T Mottram	Bradbourne	71 Bradbourne Park Road	St Johns	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			30/01/25	

## 24/02899/FUL - Amended plan

Conversion of existing side addition to form a separate dwelling, inclusive of roof extension, roof terrace and first floor extension. Single storey rear extension and associated external alterations, access and landscaping.

A summary of the main changes are set out below:

Amended plans and an application form have been provided, as part of the eaves of the application property overhangs the boundary with 73 Bradbourne Park Road. For further clarity, the amendment to the plans has altered the red line to now include the eaves, whilst the application form has been updated to show that notice has been served on the neighbouring owners.

### Comment

Sevenoaks Town Council recommended approval, provided:

- The conditions proposed in the Town Council's previous representation dated 18th November 2024 are met. For ease of reference, these are the Planning Officer being satisfied that all material negatives enumerated in the pre-planning advice have been adequately addressed, the conditioning of the various environmental improvements including hedging, EV Charging and bat boxes, the stipulation that the hard-standing should remain porous, and that hedgehog "gates" be provided in the rear fencing - both new and old.
- The Tree Officer is satisfied that no trees are damaged during construction of the new vehicle exit and hard-standing.

### Informative:

The Town Council expressed agreement with the Conservation Officer that the new front door should be more sympathetically designed, however considered it more prudent to develop this site and provide new accommodation despite the design inadequacies - most of which were considered to be caused by the existing unsympathetically designed extension and not the new development.

<b>3</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/03009/HOUSE	Summer Aucoin 11/02/2025	Cllr Gustard	Lewis and Co Planning S
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
Mrs G Manley	Crossmead	Ashgrove Road	Kippington	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			21/01/25	

## Conversion of car port to living accommodation. Installation of rooflight.

### Comment

Sevenoaks Town Council recommended approval.

### Informative:

The Town Council requested the Planning Officer ensure that any proposed roof access will not cause a loss of amenity to neighbours.

# Planning Applications Considered

Applications considered on 10-2-25

<b>4</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/03036/HOUSE	Summer Aucoin 24/02/2025	Cllr Daniell	Wyatt Glass Architects
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr J England			34 White Hart Wood	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				03/02/25

## 24/03036/HOUSE - Amended plan

**Change of use of garage to habitable rooms. New dormer extension to rear. Replacement of existing conservatory; new conservatory to have masonry flanking wall. Insertion of rooflights to front and rear elevations, changes to fenestration. Removal of hanging tiles and mock Tudor beams from external walls and extension of driveway.**

**A summary of the main changes are set out below:**

**The applicant had provided an updated existing block plan and the description has been changed to reflect the planned driveway extension.**

### Comment

**Sevenoaks Town Council recommended approval with a request that conditions be added to ensure acceptable water-run off provision as well as permeability of the driveway, as per Sevenoaks Town Neighbourhood Plan Policy L2.**

<b>5</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/03240/HOUSE	Christopher Park 12/02/2025	Cllr Daniell	N/A
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr N Wheeler		Woodfield	Oak Lane	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				22/01/25

**Two-storey rear extension, new front porch, and changes to fenestration. Demolition of garage and construction of new garage with living accommodation above and solar panels.**

### Comment

**Sevenoaks Town Council recommended approval.**

<b>6</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/03250/LBCALT	Stephanie Payne 17/02/2025	Cllr Gustard	Wyatt Glass Architects
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr P Haine		2 Kippington House	126 Kippington Road	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				27/01/25

## 7 Replacement sashes.

### Comment

**Sevenoaks Town Council recommended approval, subject to the Conservation Officer being satisfied.**

# Planning Applications Considered

Applications considered on 10-2-25

<b>7</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/03326/HOUSE	Abbey Aslett 12/02/2025	Cllr Daniell	Glyn Doughty Design
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Ms H Hui		Amaryllis View	Ashgrove Road	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				22/01/25
<b>Demolish existing rear extension. New two-storey front extension, first floor side extension, single storey rear extension, raise roof height to create second floor with habitable rooms. Changes to fenestration. New detached triple garage with habitable rooms above. Solar panels. Associated changes to landscaping.</b>				

## Comment

Sevenoaks Town Council recommended approval, subject to the recommendations of the Tree Officer being carried out and subject to the Planning Officer being satisfied that there is no loss of amenity to neighbouring properties.

<b>8</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/03345/HOUSE	Summer Aucoin 12/02/2025	Cllr Dr Canet	CB Planning Agent
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr F Dzayi			5 Berwick Way	Northern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				22/01/25
<b>Erection of double storey side extension following removal of the garage and erection of a single storey rear extension.</b>				

## Comment

Sevenoaks Town Council recommended approval.

# Planning Applications Considered

Applications considered on 10-2-25

<b>9</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/03354/HOUSE	Summer Aucoin 17/02/2025	Cllr Ancrum / Cllr Clayton	AK-Studios
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr O Kulibaev			16 Knole Road	Eastern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				27/01/25
<b>24/03354/HOUSE - Amended plan</b>				
<b>Raised patio, new retaining walls, and new landscaping in the rear garden.</b>				
<b>A summary of the main changes are set out below:</b>				
<b>The applicant has amended the plans.</b>				

## Comment

**Proposed from the Chair with Cllr Clayton's apologies:**

Sevenoaks Town Council recommended refusal as the revised plan, while an improvement on the earlier proposal, still allows unrestricted overlooking across the rear of Number 15 Knole Road, and limited overlooking of Number 17. It also contains no provision for landscaping in the space between Numbers 16 and 15, which has been left strewn with debris by unauthorised building work, or for boundary treatment; the wall between the two properties has been partly demolished by building works.

## Informative;

The Town Council recommended that, should Sevenoaks District Council be minded to approve this plan, clear landscaping conditions must be put in place to provide planted screening to prevent overlooking of Numbers 15 and 17, as well as condition that the demolished boundary with Number 15 should be replaced and made good, while preserving its privacy.

<b>10</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/03427/FUL	Nicola Furlonger 13/02/2025	Cllr Shea	David Lock Associates
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Tarmac Trading Ltd		Former Oast, Sevenoaks Quarr	Bat and Ball Road	Northern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				23/01/25

**Restoration works to the Oast House, including, replacement and repair of walls, windows, guttering and roof, internal renovations and associated restoration operations.**

## Comment

Sevenoaks Town Council did not provide new comment, due to it having a registered interest in becoming the owner and operator of the Oast House. It did, however reiterate the recommendation from the Sevenoaks Town Neighbourhood Plan, which envisages the Oast House being integrated into the development and brought back into active use for the benefit of the local community.

# Planning Applications Considered

Applications considered on 10-2-25

<b>11</b>	<b>Plan Number</b> 24/03437/HOUSE	<b>Planning officer</b> Summer Aucoin 11/02/2025	<b>Town Councillor</b> Cllr O'Hara	<b>Agent</b> Russel Broad & Associate
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Miss Langsmead & Ander			12 Greatness Lane	Northern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				21/01/25
<b>Demolition of existing rear extension to be replaced with new single storey rear extension with rooflights. Removal of chimney stack. Internal alterations</b>				

## Comment

**Proposed by Cllr Shea with Cllr O'Hara's apologies.**

**Sevenoaks Town Council recommended approval provided the Planning Officer is happy that there is no loss of amenities to the neighbouring properties, and that the construction management plan is sufficient to protect the locally listed wall at the front of the property.**

<b>12</b>	<b>Plan Number</b> 24/03447/FUL	<b>Planning officer</b> Abbey Aslett 11/02/2025	<b>Town Councillor</b> Cllr Wightman	<b>Agent</b> M R Garland Limited
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs M Potter		Land South of Blackhall Spinne	Blackhall Lane	Wilderness
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				21/01/25
<b>Erection of dwelling and garage with new proposed access.</b>				

## Comment

**Sevenoaks Town Council recommended approval.**

<b>13</b>	<b>Plan Number</b> 25/00083/LBCALT	<b>Planning officer</b> Anna Horn 14/02/2025	<b>Town Councillor</b> Cllr Granville	<b>Agent</b> The National Trust
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mrs H Kay		Knole House	Knole Lane	Town
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				24/01/25
<b>Conservation repairs to stonework within Green Court.</b>				

## Comment

**Sevenoaks Town Council recommended approval.**

<b>14</b>	<b>Plan Number</b> 25/00090/HOUSE	<b>Planning officer</b> Christopher Park 19/02/2025	<b>Town Councillor</b> Cllr Wightman	<b>Agent</b> Jeremy Page Associates
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
L Hall		Saltcoats	Woodland Rise	Wilderness
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				29/01/25
<b>Attic conversion with new dormers and rooflights to rear elevation. Remove brick chimney.</b>				

## Comment

**Sevenoaks Town Council recommended approval.**



# Planning Applications Considered

Applications considered on 10-2-25

<b>15</b>	<i>Plan Number</i> <b>25/00165/HOUSE</b>	<i>Planning officer</i> Stephanie Payne 17/02/2025	<i>Town Councillor</i> Cllr Daniell	<i>Agent</i> Express Plans
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Leighton		Avalon	4 Middlings Rise	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				27/01/25
<b>Loft conversion with front dormer and alterations to the side windows</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

<b>16</b>	<i>Plan Number</i> <b>25/00217/HOUSE</b>	<i>Planning officer</i> Summer Aucoin 21/02/2025	<i>Town Councillor</i> Cllr Dr Canet	<i>Agent</i> Sevenoaks Plans Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Santana-Pinheiro			26 Pontoise Close	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				31/01/25
<b>Proposed large front porch, alterations to fenestration, new gate and fence, pergola for cycle and garage conversion into habitable space.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

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## Sevenoaks Town Council Planning Committee Policy

### **Sevenoaks Town Council** **Policies relating to Planning Application Recommendations**

#### **0. Revision History**

Version	Adopted	Notes
Version 1		Presented to Planning Committee 07/02/2022
Version 2		Presented to Planning Committee 20/06/2022
Version 3	27/06/2022	Presented to and adopted by Planning Committee 27/06/2022
Version 4	14/11/2022	Appendix B on Public Speaking revised, presented to and adopted by Planning Committee on 14/11/2022

#### **1. Introduction**

The purpose of this document is to identify Sevenoaks Town Council's policies relating to Planning Application Recommendations to the Planning Authority (Sevenoaks District Council), and the Planning Committee's processes.

#### **2. Planning**

##### **2.1. What do we mean by planning?**

When talking about planning, this encompasses planning applications forwarded by the Local Planning Authority, Sevenoaks District Council. The Planning Committee forward recommendations as a statutory consultee to the Local Planning Authority, and therefore the final responsibility for approving or refusing an application rests with Sevenoaks District Council.

##### **2.2. Planning System**

The United Kingdom is working under a plan-led system meaning that each Local Planning Authority (LPA) must create a development plan for its area.

Sevenoaks Town Council's LPA is Sevenoaks District Council. The District Council is currently updating its Draft Local Plan which will supersede the Local Plan.

## Sevenoaks Town Council Planning Committee Policy

Under the National Planning Policy Framework, there is a presumption of favour of sustainable development.

### **2.3. Sevenoaks Town Council's Role**

- i)** Town and Parish Councils have a statutory right to be consulted on planning applications within their boundaries and are important consultees on any LPA policy documents being drawn up.
- ii)** STC's Planning Committee has delegated powers to consider and make recommendations on behalf of STC regarding planning applications within its boundaries and significant applications on neighbouring boundaries well as local and regional plans.
- iii)** Sevenoaks District Council, as Sevenoaks' LPA, is ultimately responsible for all planning matters in the District as set out in **2.1** of this policy. Kent County Council however is responsible for highways and planning applications regarding their own sites such as schools and libraries as well as mineral extraction within the County.
- iv)** Communities, led by Parish and Town Councils and in partnership with local stakeholders, now have the right to create a Neighbourhood Development Plan which sets out policies on the development and use of land in the parish neighbourhood plan area. Sevenoaks Town Council is in the process of finalising such a document, and as of June 2022 has submitted the Draft Plan to the Local Planning Authority for arrangement of independent examination and finally, referendum. Once adopted, the Neighbourhood Plan becomes a Supplementary Planning Document which is viewed in conjunction with the Local Plan prepared by the LPA and will have weight in the determination of planning applications.
- v)** All planning applications are governed by the National Planning Policy Framework and local Supplementary Planning Documents, and Sevenoaks Town Council brings its own local perspective when considering planning applications with the intentions of ensuring that the needs of the town, residents and visitors remain a priority. However it should be remembered that the technical expertise lies within the LPA.
- vi)** The Local Authority is required to prepare street naming and numbering schemes, and to maintain a good standard of street nameplates. This is not currently delegated to Town Councils, with only three local councils being known to operate this function on behalf of the District Council. The Town Council's stance is that it should be policy to ensure that road numbers are shown on all house/premises in Sevenoaks Town, especially in the Town Centre.

## Sevenoaks Town Council Planning Committee Policy

### 2.4. Planning Applications

In making its considerations and recommendations on planning applications the Town Council's Planning Committee give due thought to a number of factors, including material considerations, any effects on neighbouring properties, conservation issues, any impact on wildlife, over-development, flood risks and suitability for the neighbourhood – the latter cognisant to any relevant part of the Residential Character Area Assessment.

When submitting a recommendation on an application to the Local Planning Authority (Sevenoaks District Council) this will be supported by reasons/and or suggestions for conditions where applicable with any permission granted.

Sevenoaks District Council make the decisions on planning applications, taking in to account any comments by the consultees and/or public comments. The majority of applications are determined by District Council Officers under delegated authority, and the remaining are determined by Sevenoaks District Council's Development Control Committee. These are open to the public and the Town Council is invited to elect a representative from the Planning Committee to speak on its behalf for or against the application.

Sevenoaks Town Council will be consulted on any application that has been validated by the LPA. It may be totally new, or take the form of a major or minor amendment. Whilst members may wish to and normally will take account of a prior recommendation when reviewing amendments, they are nevertheless treated as separate application and viewed as such. When an amendment has been made to an application, the Town Council is re-consulted and additional comments invited, however when an appeal is made against a decision on a planning application, this is considered by the District Council only; the Town Council is not consulted again. The District Council does not consider the appeal and the Town Council is rarely able to make additional representations.

By law every Town and Parish Council is required to comply with its Standing Orders (rules of the Council). The following is specific to reviewing amended plans and listed under 7c of Sevenoaks Town Council Standing Orders:

- “Every plan/amended plan which is validated by Sevenoaks District Council is considered by Sevenoaks Town Council on its own merits and does not recommend Approval or Refusal based on prior recommendations to previous applications and the recommendations which were provided.”

## Sevenoaks Town Council Planning Committee Policy

Sevenoaks Town Council will normally ask a Ward Councillor to review a planning application and provide a recommendation. Where possible, the Town Council Ward Councillor considering the planning applications will have visited the site(s) in question before making decisions.

### 2.5. Policy Decisions

Policy no.	Sevenoaks Town Council Planning Committee Policy	Notes
e.g. STC1	e.g. policy to promote ... through objectives a) ... b) ... c) ...	e.g. when and where proposed, references to relevant planning policy from SDC, STC Emerging NDP, STC Green Community Investment Plan, date adopted by Planning Committee
PC1	<p><b>Planning Committee Policy 1 – Sustainable boundaries:</b> to promote sustainable boundaries such as hedgerows in preference to fences which create a hard barrier to wildlife</p> <p><b>Objectives:</b>  a) To provide green screens which can screen houses from roads, and from each other, as well as creating shade and absorb CO2  b) To create boundaries which are porous to wildlife, allowing creatures to pass through where fences would stop them, as well as habitat for birds and insects</p>	<p><b>Proposed at Planning Committee 15-11-2021</b>  <b>Adopted at Planning Committee 27-06-2022</b></p> <p><b>SDC Tree Strategy 2021-2031:</b> “to maintain a healthy, resilient tree stock, Sevenoaks District Council will aspire to plant 2 trees for every tree removed”</p> <p><b>SDC Core Strategy Policy SP1:</b> “in all areas where the local environment lacks positive features new development should contribute to an improvement in the quality of the environment”</p> <p><b>STC Emerging NDP Objective 5:</b> “to recognise the significant contribution that trees and hedgerows make to the town’s character and biodiversity”</p> <p><b>STC Emerging NDP Policy L4:</b> “Wherever possible, existing trees and hedgerows must be retained and protected as part of development proposals [...] any trees or hedgerows lost through development should be replaced”</p>

## Sevenoaks Town Council Planning Committee Policy

		<p><b>STC Draft Green Community Investment Plan:</b>  “STC’s overall aim is to put in place affordable and practical initiatives with long term green benefits for the local community and to support and encourage residents to pursue individually. Little steps together, reducing Sevenoaks carbon consumption footprint = big changes to the planet”</p>
PC2	<p><b>Planning Committee Policy 2 – Porous Drives:</b> to require planning applications to incorporate porous surfaces and/or rain collectors into their plans in order for STC to approve of the application.</p> <p><b>Objectives:</b>  – To allow most of the water falling on paved surfaces to pass onto the ground beneath  – To avoid runoff into the street where this would increase the possibility of flooding</p>	<p><b>Proposed at Planning Committee 15-11-2021</b>  <b>Adopted at Planning Committee 27-06-2022</b></p> <p><b>SDC Core Strategy Policy SP1:</b> “in all areas where the local environment lacks positive features new development should contribute to an improvement in the quality of the environment”</p> <p><b>Emerging NDP Policy L2:</b> “new development will be expected to manage surface water to minimise flood risk and flows to watercourses. Development proposals should normally incorporate sustainable urban drainage (SuDs)”</p>
PC3	<p><b>Planning Committee Policy 3 – Tree Planting:</b> to promote and require the planting of 2 replacement trees for every 1 tree that a planning application proposes to remove.</p> <p><b>Objectives:</b>  To mitigate the loss of air quality, biodiversity, wildlife homes and insect food caused by tree felling.  To contribute to the Green Community Investment Plan’s goal of making Sevenoaks greener.</p>	<p><b>Proposed at Planning Committee 15-11-2021</b>  <b>Adopted at Planning Committee 27-06-2022</b></p> <p><b>SDC Tree Strategy 2021-2031:</b> “to maintain a healthy, resilient tree stock, Sevenoaks District Council will aspire to plant 2 trees for every tree removed”</p> <p><b>Emerging NDP Objective 5:</b> “to recognise the significant contribution that trees and hedgerows make to the town’s character and biodiversity”</p>

## Sevenoaks Town Council Planning Committee Policy

		<p><b>Emerging NDP Policy L4:</b> “Wherever possible, existing trees and hedgegrows must be retained and protected as part of development proposals [...] any trees of hedgegrows lost through development should be replaced”</p> <p><b>STC Draft Green Community Investment Plan Theme 3:</b> “where there used to be tree lined avenues, STC will encourage the public via resident associations to plant trees in their front gardens (subject to KCC permission). STC will consider providing grants for trees to voluntary organisations and will support the Queen’s Jubilee Tree Canopy initiative.”</p>
<b>PC4</b>	<p><b>Planning Committee Policy 4 – Internally Illuminated Signs:</b> To object to and discourage planning applications with proposals for internally illuminated signs.</p>	<p><b>Proposed at Planning Committee 15-11-2021</b> <b>Adopted at Planning Committee 27-06-2022</b></p>
<b>PC5</b>	<p><b>Planning Committee Policy 5 – 1m boundary minimum:</b> to support development where it is set back at a minimum of 1m from the boundary line.</p>	<p><b>Proposed at Planning Committee 15-11-2021</b> <b>Adopted at Planning Committee 27-06-2022</b></p>
<b>PC6</b>	<p><b>Planning Committee Policy 6 – Protocol for an alternative Development Control Speakers to be booked:</b> to outline circumstances in which an alternative Town Councillor may be registered to speak on behalf of the Planning Committee at Development Control Committee, following a Planning Committee resolution.</p> <p><b>Circumstances in which a resolution for a speaker may be overturned:</b> Unexpected Councillor illness or unavailability At the discretion of the Chairman</p>	<p><b>Proposed at Planning Committee 07/02/2022</b> <b>Adopted at Planning Committee 27-06-2022</b></p>



## Sevenoaks Town Council Planning Committee Policy

### **2.6. Pre-Planning Representation and Policies**

As per its Planning Pre-Applications Discussions protocol, the Planning Committee welcomes, where possible, pre-planning discussions from developers, which have a number of potential benefits to the public, the developer, and the Planning Authority, and stakeholders. These benefits include possible objections or Councillor concerns being identified and addressed prior to formal application, thus removing public objections to the scheme. (For full details attached, see Appendix.) The purpose of these is to allow questions and clarifications from Councillors.

### **2.7. Public Speaking at Planning Committee**

As per the Town Council's Standing Orders and Speaking at Public Meetings Policy, members of the public will be able to make representations on each planning application, providing that they have registered to speak before 12pm the day of the meeting. This is limited to one speaker for, and one against per application whilst the meeting is suspended. No further contribution is permitted thereafter. Any correspondence received in advance of the meeting regarding an application on the agenda will be forwarded to all members of the Committee, although not necessarily discussed at the meeting. (For full details attached, see Appendix)

### **3. Implementation**

Due to the nature of this policy, the majority of the policy decisions affect the Planning Committee and Council Officers when assisting the Committee.

Any changes affecting this policy or additions to the policy itself have to be agreed by the Full Council for adoption as an amendment to the policy.

Council Officers will continue to monitor the national and local plans for any changes that affect this policy and would bring this to the attention of the Council.

## **Introduction**

Developers are encouraged to enter into pre-application discussion with the Planning Authority (Sevenoaks District Council) Sevenoaks Town Council, relevant stakeholders, and the general public prior to the submission of a formal planning application.

This protocol sets how Sevenoaks Town Council shall consider pre-application discussions not only to respect the interest of the developer but also to preserve and enhance the interests of its residents. It details how the Sevenoaks Town Council's views shall be communicated to the Planning Authority, stakeholders, developers, and the public.

## **Benefits of Pre-applications**

The benefits of this process are:

- It allows all the relevant policies, guidance, local circumstances, site, and area characteristics to be considered.
- It identifies any specialist advice required e.g. conservation, listed buildings, transport, trees, archaeology, ecology, contamination etc.
- It helps to increase the understanding about the decision-making process, the role of the Planning Authority and its statutory consultees
- It can help to identify problems at an early stage, thus saving time and expenses of making a formal application that is unlikely to succeed.
- Possible objections / concerns can be raised and addressed before the application is submitted, thus potentially removing public objections to the scheme.
- The characteristics of the proposal (in terms of site, design, materials, environmental controls etc) can be amended to provide a development that could be more in keeping with its surroundings.
- It can give increased certainty as to how an application is likely to be considered by the Planning Authority and the public.
- It allows stakeholders who may ultimately be charged with the developer's ongoing maintenance and opportunity to be involved and provide guidance at an early stage on practical post – construction issues.
- It could speed up negotiations on community infrastructure requirements, thereby reducing the time between approval and commencement of the development.

### **Sevenoaks Town Council's involvement in pre-applications**

As a statutory consultee in the planning process it is considered essential for Sevenoaks Town Council to be involved in the pre-application process for the following reasons:

- It has a good understanding of its area and through its Ward Members, of the communities within
- It is keen to see appropriate growth within the town, of the right type in the right location as identified in its (draft) Neighbourhood Development Plan.
- It provides an advocacy role for its residents and local organisations, effectively representing their views when they may be unable to do so.
- Much of the public open space, recreational amenity spaces, play facilities and community buildings and facilities attached to a new development may well need to be adopted and managed by Sevenoaks Town Council and as such it would wish to have an input in the development of such facilities.
- Sevenoaks Town Council for the reasons mentioned above would want to be involved in s.106 and Community Infrastructure Levy negotiations.

### **Forms of Pre-application Discussions**

There are a several ways Sevenoaks Town Council becomes involve in the pre-application discussions:

- The developer has entered into a formal pre-application process with the Planning Authority and paid a fee for that advice. In a similar way to consultation on planning applications, Sevenoaks Town Council would expect to receive notification of the pre-application and access to the relevant documentation. This application would be considered in the same way that a planning application would, by the Sevenoaks Town Planning Committee.
- The developer contacts Sevenoaks Town Council directly to garnish the view of the Town Council as a corporate body; this being done by way of a presentation to Sevenoaks Town Council's Planning Committee.
- The developer contacts Sevenoaks Town Council directly to seek the informal opinion of either the Ward Member or Officers, seeking guidance on practical site matters and post construction issues in relation to play, open space and community infrastructure.

## **Role of the Town Council's Planning Committee**

Sevenoaks Town Council's Planning Committee has delegated powers to consider planning applications on behalf of the Town Council, this power extends to pre-applications.

In the case of any consultation, where the view of the corporate body (Town Council) is sought, the matters shall be considered by the Sevenoaks Town Council's Planning Committee at one of scheduled meetings – the Planning Committee works on a 2-weekly cycle.

All matters are considered in public session, unless the matter is considered to be confidential and meets the public interest test as defined by the Freedom of Information Act, in which case the Planning Committee would resolve to exclude the public and press and consider the matter in private session – please see confidentiality section below.

Where the informal view of individual Ward Members and Officers are sought the Town Clerk shall make the necessary arrangements.

## **Confidentiality**

Sevenoaks Town Council is appreciative of the need by some developers to seek confidential discussions with the Town Council. Sevenoaks Town Council is also mindful of its duties under the Freedom of Information Act 2000 and the need to ensure that as much information as possible is available to the public.

As a general rule, all pre-applications shall be considered by Sevenoaks Town Council's Planning Committee in the public domain unless:

- The Planning Authority, having processed the pre-application is satisfied that the applications meet the provisions of the Public Interest Test and should remain confidential, with that decision communicated to Sevenoaks Town Council
- The developer has provided a compelling argument that the application is commercially sensitive, and disclosure of information would either prejudice or adversely affect future contract negotiations / transactions.

Only in the two scenarios listed above shall the Town Council resolve to exclude members of the press and public and render the documents and any response made to the developer and Planning Authority confidential.

## **SEVENOAKS TOWN COUNCIL**

### **Addressing the Planning Committee**

The Sevenoaks Town Council is NOT the local Planning Authority, but it does have an important part to play in the planning process as it is consulted on all applications in the Sevenoaks town area. The final responsibility for approving or refusing an application rests with the Sevenoaks District Council.

The Town Council offers local residents the opportunity to comment on planning applications and other items on the Planning Committee Agenda at its Planning Committee meetings, which are held approximately every two weeks. This is subject to certain criteria, outlined below.

#### **How public speaking works**

##### **Public Question Time vs Planning Applications:**

Every Planning Committee Agenda has an item prior to the commencement of the meeting allowing for Public Question Time, whereby members of the public may make representation or put questions to the Committee. This may be on a particular Agenda item or any other planning matter, with the exception of individual planning applications which are considered under a later agenda item.

##### **Registering your interest:**

If you would like to speak on a particular application or item on the Planning Committee Agenda, you will need to register your interest by contacting [planning@sevenoakstown.gov.uk](mailto:planning@sevenoakstown.gov.uk), or calling the Town Council Offices at 01732 459953.

You can find out if a particular application or planning matter will be discussed once the agenda has been published on Sevenoaks Town Council's [Planning Committee webpage](#). Agendas are published on the Tuesday prior to the meeting of the Planning Committee.

You can then register your interest.

##### **The right to speak:**

To make sure the Planning Committee can deal with all its business the Town Council has decided that only one member of the public will be allowed to speak for, and one against, a particular application or Agenda item. Elected members of Sevenoaks District Council and of Kent County Council may register separately under their respective Councils, with one representative from each Council allowed to register to speak for, and one against a particular topic.

If you would like to speak, you need to register your interest with the Town Council by 12noon at the latest on the day of the meeting. Applications to speak will be registered on a "first come, first served" basis.

If there is more than one potential speaker in support of an application, preference will be given to the applicant or their agent.

*Please note that every endeavour will be made to inform the applicant or their agent if someone registers to speak against their application.*

### **Points to remember**

Because of the volume of business at Planning Committee meetings you will only be able to speak for up to 3 minutes and this time limit will be strictly enforced.

It may help to have a note of the main points you wish to cover. You may read from a prepared text if you wish.

Try to be brief and to the point.

Make sure your comments relate to issues the Committee can take into account. These include the District Council's Local Plan, the effect of an application on access, local amenities, neighbours or the character of the area.

Raising non-planning matters such as the impact on property values, competition with existing businesses, and private concerns such as covenants will not influence the Planning Committee's recommendation.

Avoid derogatory or defamatory statements. There is no legal protection for comments made at meetings.

Audio-visual display is available, materials must be submitted to the Planning Committee Clerk ([planning@sevenoakstown.gov.uk](mailto:planning@sevenoakstown.gov.uk)) by **12pm the day of the meeting**. These must be approved by the Town Clerk prior to being shared at the meeting.

### **Procedure at meetings:**

Meetings of the Town Council's Planning Committee usually take place in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks. They start at 7 pm. If you have registered to speak please arrive prior to the start of the meeting and make yourself known to the Clerk.

Meetings are recorded and live-streamed via Youtube, however arrangements can be made to halt these during a speaker's addressal, given prior notice to the Committee Clerk.

Planning applications on which members of the public have asked to speak will be given priority in the Planning Applications section of the agenda. However, it is impossible to predict how long it will take to debate each application. It may be some time before the Committee reaches the item on which you have asked to speak.

The Chairman of the Planning Committee will announce when the application on which you wish to speak will be discussed, and request that the Ward Councillor allocated the application give a summary of the proposals.

The meeting will then be adjourned to allow each speaker to speak for up to 3 minutes, in the order of their registration. This time will be strictly enforced and you will be warned when you have only 30 seconds left.

After you have spoken, you are welcome to sit at the rear of the Council Chamber and listen to the debate. You will not be able to take any further part in the debate and you will be asked to remain quiet.

At the end of the discussion, there will be a vote. The majority decision on the recommendation will then be forwarded to the local Planning Authority - Sevenoaks District Council – which is the final arbiter on whether planning consent is granted.

Our ref: CS 13589428

10 February 2025

Sevenoaks Town Council, Council Offices,  
Bradbourne Vale Road, Sevenoaks, Kent, TN13 3QG

Avison Young  
6th Floor  
11 York Street  
Manchester  
M2 2AW

By Email: [council@sevenoakstown.gov.uk](mailto:council@sevenoakstown.gov.uk)

Dear Sir/Madam,

**PROPOSED BASE STATION UPGRADE AT SEVENOAKS HOSPITAL, HOSPITAL ROAD, SEVENOAKS, KENTS, TN13 3PG (NGRs: E 553151 / N 156647)**

Cornerstone is the UK's leading mobile infrastructure services company. We acquire, manage, and own over 20,000 sites and are committed to enabling best in class mobile connectivity for over half of all the country's mobile customers. We oversee works on behalf of telecommunications providers and wherever possible aim to:

- promote shared infrastructure
- maximise opportunities to consolidate the number of base stations
- significantly reduce the environmental impact of network development

Cornerstone are in the process of progressing suitable sites in the Sevenoaks area for radio base stations that will improve service provision for Vodafone Limited. The purpose of this letter is to consult with you and seek your views on our proposal before proceeding with the works. We understand that you are not always able to provide site specific comments, however, Cornerstone and Vodafone Limited are committed to consultation with communities for mobile telecommunications proposals and as such would encourage you to respond.

As part of the operator's network improvement program, there is a specific requirement for a radio base station upgrade at this location to replace existing equipment with the latest technologies, which will improve existing coverage provisions for better signal strength, capacity and speed.

Mobiles can only work with a network of base stations in place where people want to use their mobile phones or other wireless devices. Without base stations, the mobile phones, and other devices we rely on simply won't work.

Please find below the details of the proposed site and the alternative site options considered and discounted in our site selection process: -

A number of options have been assessed in respect of the site search process and we consider the best solution is as follows:

**CS 13589428 (Cornerstone, Vodafone Limited) Sevenoaks Hospital**

**Description of Development:** Removal and replacement of 3no antennas with associated ancillary works thereto.

This option has been selected following the operator's sequential approach to site selection whereby existing base stations have been reviewed in the first instance to explore upgrade opportunities that can improve coverage provisions to cater for current and future demands, prior to the exploration of alternative locations for new installations. As the proposed works involve the upgrade of an existing base station, it was therefore not necessary to identify alternative site options in accordance with the Code of Best Practice for telecommunications development as well as national and local planning policy.

As a licensed code operator, a minimalistic approach to design is adopted in every instance to ensure that the least impactful scheme is pursued to ensure the site's overall visual appearance is kept to a technical minimum whilst ensuring the technical objectives of the works remain achievable. Within the technical parameters of each site's requirements, the operator seeks to maintain the minimum level of equipment and scale of works as far as practicable.

The proposed works are minor and will be capable of assimilating into the surrounding environment. In this instance, the replacement antennas will utilise existing antenna locations and support structures on the building to maintain the site's existing visual appearance whilst also keeping the level of steelwork to a technical minimum. Consequently, the overall equipment height will also be retained. The proposed works have been designed to be minimised as far as practicable whilst ensuring the technical objectives of the upgrade remain achievable. The overall equipment height is therefore at a technical minimum that enables correct signal propagation as well as ICNIRP compliance. Taken as a whole, the proposed replacement antennas are small in scale, which will assimilate onto the building and surrounding area with minimal visual impact when considering the existing context and wider streetscape perspective.

Within the context of the immediate surroundings the extent of proposed changes would be nominally felt, thus preserving the existing character and setting of the surrounding area.

In accordance with planning legislation, the proposed scheme constitutes permitted development and does not require a prior approval/planning application to be submitted



to the local planning authority however, a notification letter will be issued to inform them of the operator's intention to utilise permitted development rights for these works.

The Local Planning Authority must register and our records of other potential sites have already been reviewed, the policies in the Development Plan have been taken into account and the planning history of the site has been examined.

All Cornerstone installations are designed to be fully compliant with the public exposure guidelines established by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). These guidelines have the support of UK Government, the European Union and they also have the formal backing of the World Health Organisation. A certificate of ICNIRP compliance will be included with the formal notification to the local planning authority.

We look forward to receiving any comments you may have on the proposal within 14 days of the date of this letter.

Should you have any queries regarding this matter, please do not hesitate to contact me (quoting cell number CS 13589428).

Yours faithfully,

A handwritten signature in blue ink that reads "M. Poon".

**Mandy Poon MRTPI**

**Associate Planner, Technology**

+44 (0)1619564123 | Mobile +44 (0)7875934974

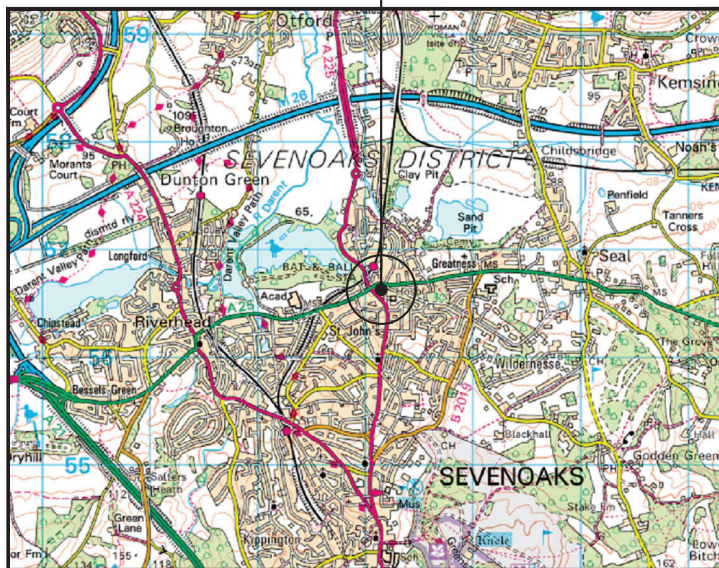
mandy.poon@avisonyoung.com | avisonyoung.com

6<sup>th</sup> Floor, 11 York Street, Manchester M2 2AW

(for and on behalf of Cornerstone)

Enc. Drawings

## SITE LOCATION



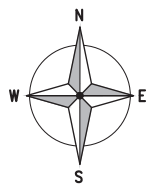
SITE LOCATION  
(Scale 1:50000)

Ordnance Survey map extract based upon Landranger map series with the permission of the controller of His Majesty's Stationery Office Licence No. 100022432 Crown copyright.

0 500 1000 1500 2000 2500m  
1:50000

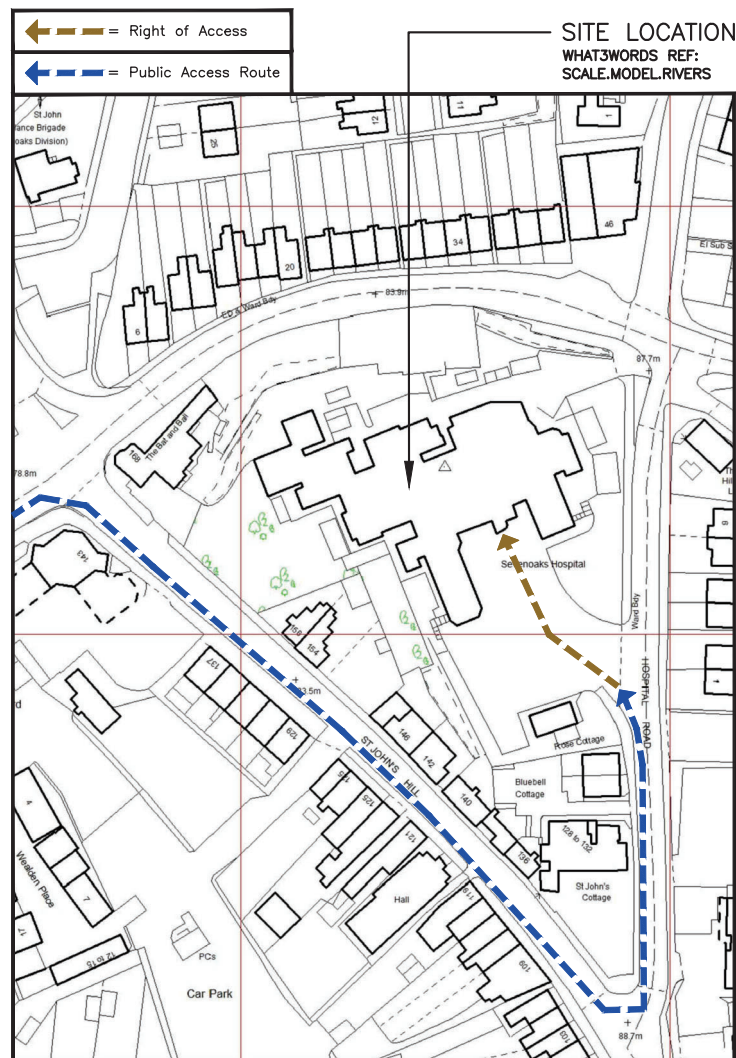


SITE PHOTOGRAPH



156700

156600



553100

553200

DETAILED SITE LOCATION  
(Scale 1:1250)

Based upon Ordnance Survey map extract with the permission of the Controller of His Majesty's Stationery Office. Crown copyright. Licence No. 100022432

0 12.5 25 37.5 50 62.5m  
1:1250

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R | E: 553151 | N: 156647

DIRECTIONS TO SITE:

HEAD SOUTHWEST ON M25, TAKE THE EXIT AT J5 AMD TAKE THE A21 EXIT TOWARDS SEVENOAKS/HASTINGS. AFTER 1.4 MILES KEEP LEFT AND MERGE ONTO WESTERHAM ROAD/A25. FOLLOW A25 FOR 2.3 MILES BEFORE TURNING RIGHT ONTO ST JOHNS HILL /A225/ TAKE 1ST LEFT ONTO HOSPITAL ROAD AND BEAR LEFT TO ENTER THE HOSPITAL

NOTES:

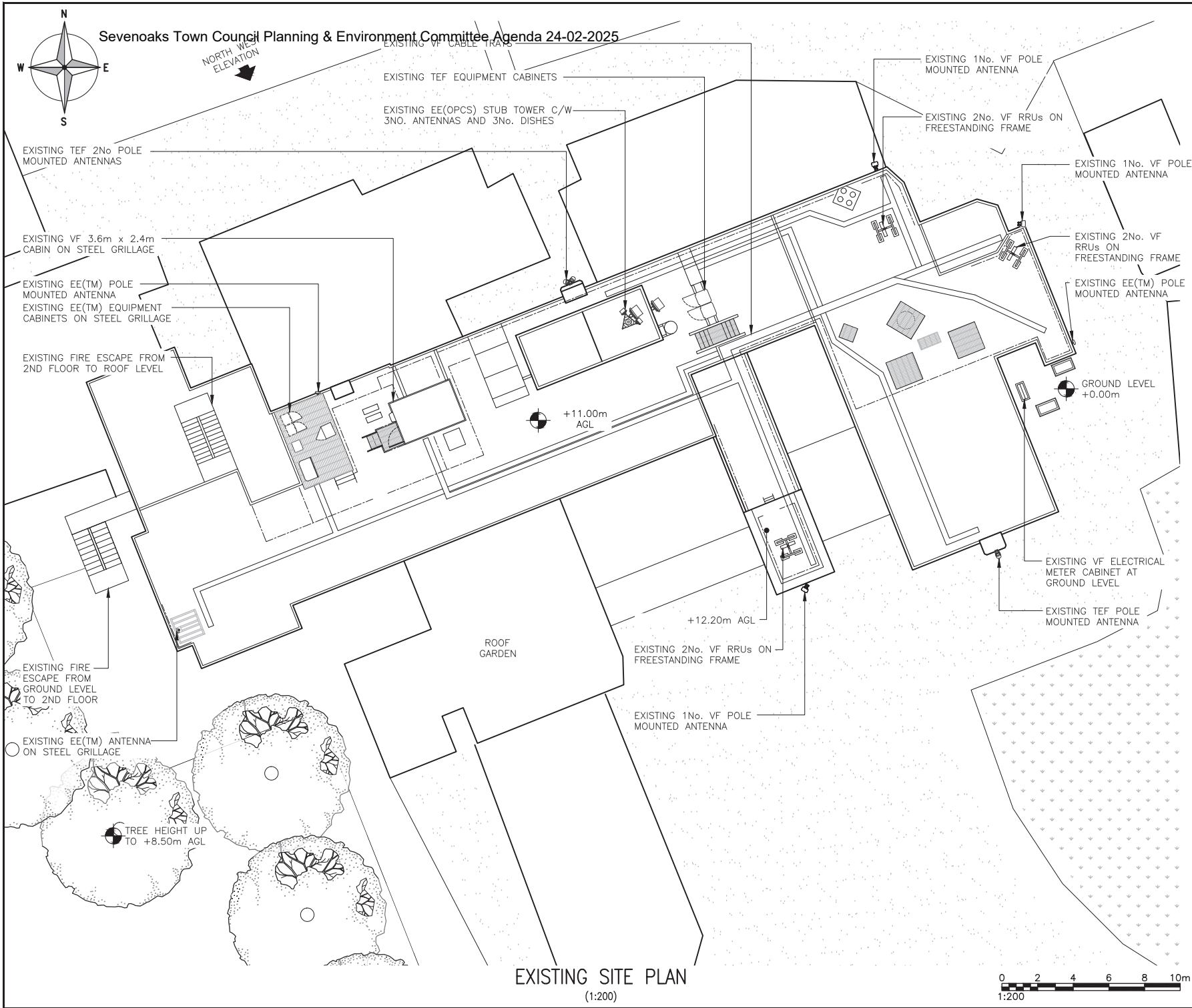
1A	ISSUED FOR CONSTRUCTION	ALC	WD	05.02.25
REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD



Cell Name		Opt.
SEVENOAKS HOSPITAL		—
Cell ID No		
CSID	✓ VF NR	—
13589428	10649_29	—
Project No.	— N/A	— N/A
VP1188	—	—
Site Address / Contact Details		
HOSPITAL ROAD SEVENOAKS KENTS TN13 3PG		
Drawing Title:		
SITE LOCATION MAPS		
Purpose of Issue:		Dwg Rev:
CONSTRUCTION		
Drawing Number:		
100		1A
Surveyed By:		Original Sheet Size:
UK AIRCOMMS		34 A3
Drawn:	Date:	Checked:
ALC	05.02.25	WD
Date:		Issue:
05.02.25		1A



EXISTING SITE PLAN  
(1:200)



ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R

E: 553151

N: 156647

NOTES:

1A	ISSUED FOR CONSTRUCTION	ALC	WD	05.02.25
REV	MODIFICATION	BY	CH	DATE

Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD

Cell Name		Opt.
SEVENOAKS HOSPITAL		-
Cell ID No		
CSID	<input checked="" type="checkbox"/> VF NR	-
13589428	10649_29	-
Project No.	-	N/A
VP1188	-	-

Site Address / Contact Details

HOSPITAL ROAD  
SEVENOAKS  
KENTS  
TN13 3PG

Drawing Title:  
EXISTING SITE PLAN

Purpose of issue:	CONSTRUCTION	Dwg Rev:
Drawing Number:	200	1A

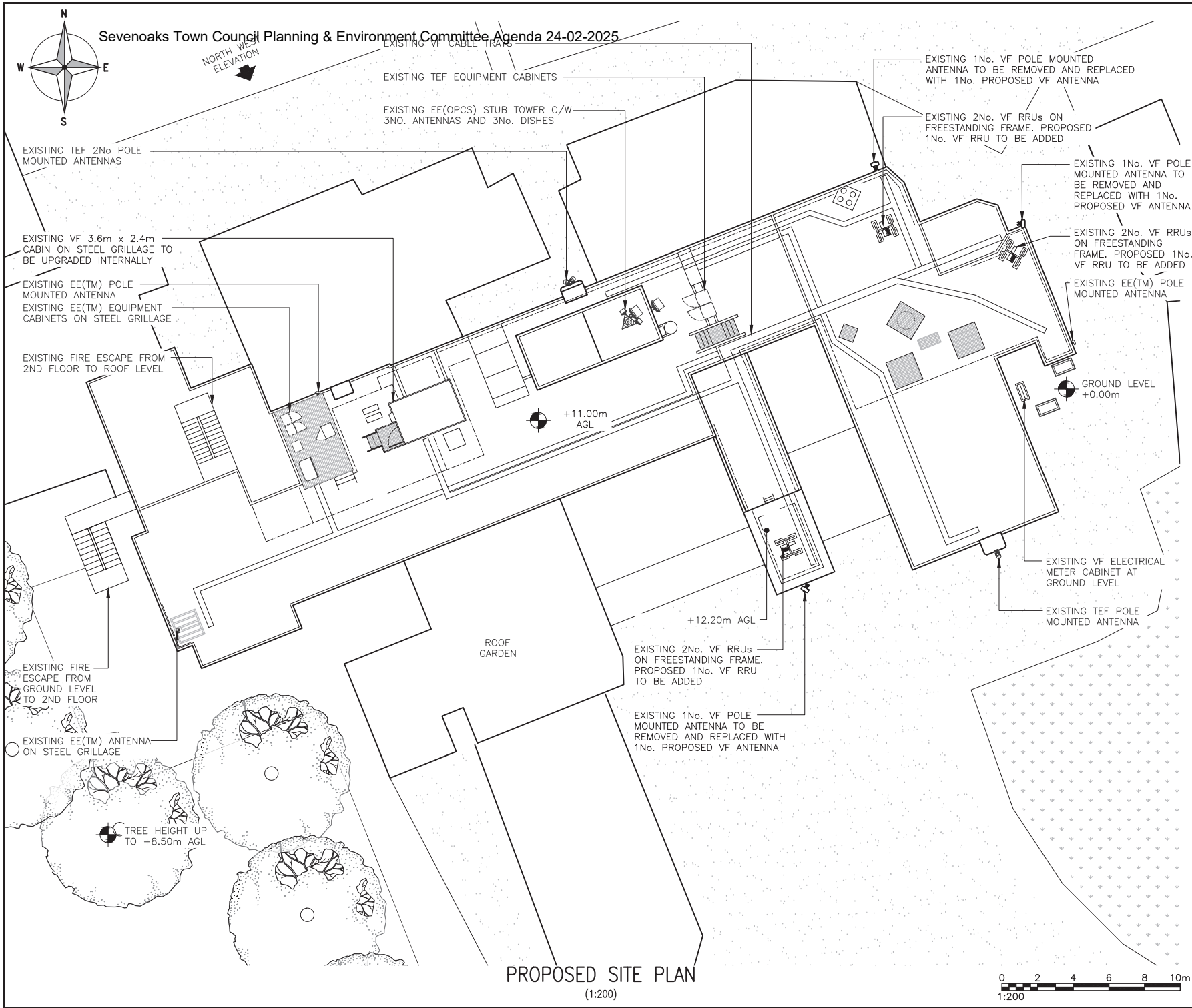
Surveyed By:	Original Sheet Size:	Pack Issue:
UK AIRCOMS	A3	
Drawn: ALC	Checked: WD	Date: 05.02.25

35

1A

SDNT0005 Version 2.2





Sevenoaks Town Council Planning & Environment Committee Agenda 24-02-2025

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 553151 N: 156647

NOTES:

1A	ISSUED FOR CONSTRUCTION	ALC	WD	05.02.25
REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD

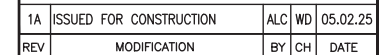


Cell Name		Opt.
SEVENOAKS HOSPITAL		-
Cell ID No		
CSID	✓ VF NR	- -
13589428	10649_29	-
Project No.	- N/A	- N/A
VP1188	-	-

Site Address / Contact Details	
HOSPITAL ROAD SEVENOAKS KENTS TN13 3PG	

Drawing Title:		
PROPOSED SITE PLAN		
Purpose of issue:		Dwg Rev:
CONSTRUCTION		
Drawing Number:		1A
201		
Surveyed By:		Pack Issue:
UK AIRCOMS		
36 A3		
Drawn:	Date:	Checked:
ALC	05.02.25	WD
		05.02.25
		1A

SDNT0005 Version 2.2



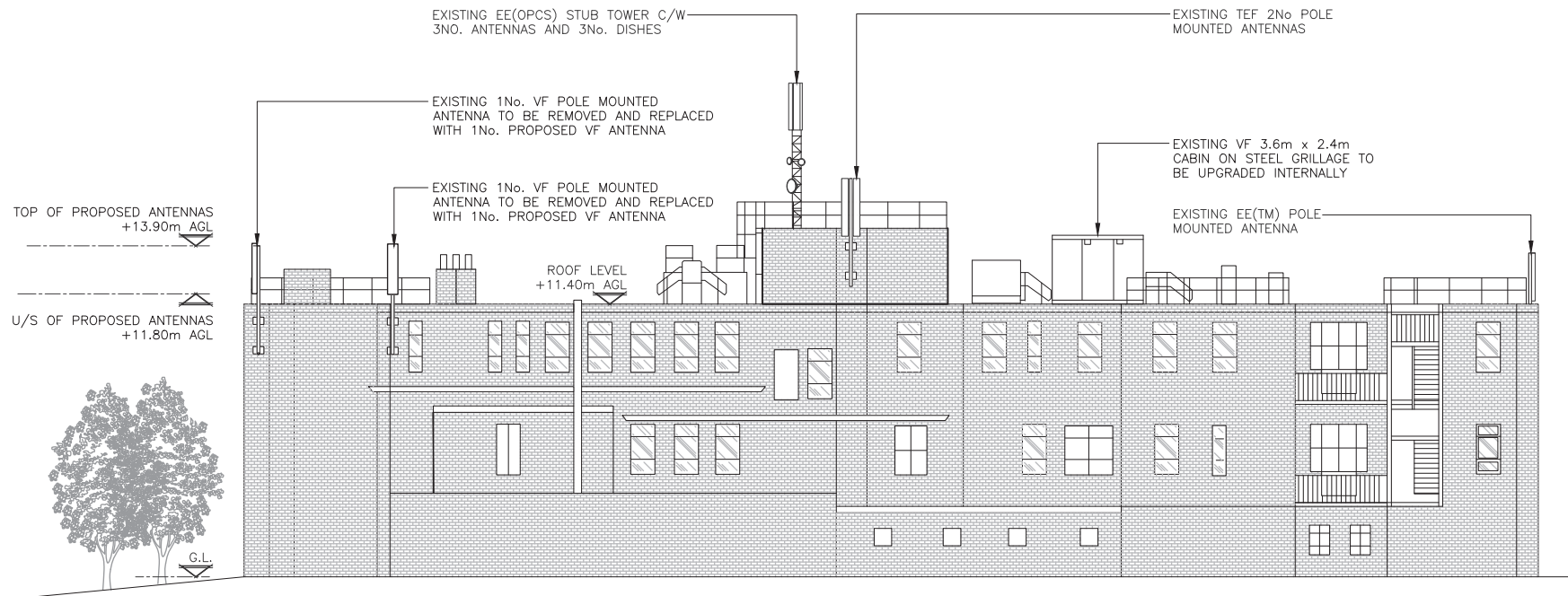
## Site Address / Contact Details

Drawing Title: **EXISTING SITE ELEVATION**

Drawing Number:	300	1A
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Surveyed By: UK AIRCOMMS	Original Sheet Size: 37 A3		Pack Issue:
Drawn: ALC	Date: 05.02.25	Checked: WD	Date: 05.02.25 1A

0 2 4 6 8 10m  
1:200



PROPOSED NORTH WEST ELEVATION  
(1:200)



ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 553151 N: 156647

NOTES:

1A	ISSUED FOR CONSTRUCTION	ALC	WD	05.02.25
REV	MODIFICATION	BY	CH	DATE



Cell Name		Opt.
SEVENOAKS HOSPITAL		-
Cell ID No		
CSID	✓ VF NR	- -
13589428	10649_29	-
Project No.	- N/A	- N/A
VP1188	-	-
Site Address / Contact Details		
HOSPITAL ROAD SEVENOAKS KENTS TN13 3PG		
Drawing Title: PROPOSED SITE ELEVATION		
Purpose of issue:		Dwg Rev:
CONSTRUCTION		
Drawing Number:		
301		1A
Surveyed By:	Original Sheet Size:	Pack Issue:
UK AIRCOMS	38 A3	
Drawn:	Date:	Checked:
ALC	05.02.25	WD
		Date:
		05.02.25
		1A



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## Appeal Decision

Site visit made on 3 February 2025

**by J Pearce MSc MRTPI**

an Inspector appointed by the Secretary of State

**Decision date: 14 February 2025**

---

**Appeal Ref: APP/G2245/Z/24/3349027**

**Roundabout at the junction of Otford Road and the Entrance to Riverside Retail Park, Otford Road, Sevenoaks TN14 5EW**

- The appeal is made under Regulation 17 of the Town and Country Planning (Control of Advertisements) (England) Regulations 2007 (as amended) against a refusal to grant express consent.
  - The appeal is made by Mrs Woodward of Marketing Force Limited against the decision of Sevenoaks District Council.
  - The application Ref is 24/01001/ADV.
  - The advertisement proposed is the display of 3 x free standing, non-illuminated fascia advertising boards.
- 

### Decision

1. The appeal is dismissed.

### Preliminary Matters

2. The application form states that the site address is 'Roundabout at the junction of Otford Road and the Entrance to Riverside Retail Park', whereas the decision notice and appeal form refer to the site as 'Roundabout West of Sainsburys Petrol Station'. I have taken the address from the application form as this is more precise. I do not consider that this has prejudiced any of the parties and I have proceeded on this basis.
3. The Council's reasons for refusal refer to the proposal conflicting with its development plan. However, The Town and Country Planning (Control of Advertisements) (England) Regulations 2007 require that decisions are made only in the interests of amenity and public safety, as appropriate to each case. Therefore, although I have taken the development plan into account insofar as it is relevant, and the National Planning Policy Framework (the Framework), they have not been decisive considerations in my determination of this appeal.
4. The revised Framework was published in December 2024. However, the changes to national policy arising from it are not relevant to the areas of dispute for this appeal. Accordingly, I have not sought comments from the main parties about this matter

### Main Issues

5. The main issues are the effect of the advertisements on:
  - the visual amenity of the area; and
  - public safety.

## Reasons

### *Visual amenity*

6. The appeal site comprises a roundabout forming the junction between Otford Road (the A225) and the access to the Riverside Retail Park. The roundabout is elevated and includes three sets of directional signs comprising two rectangular black and white chevron signs either side of a blue, externally illuminated circular sign. The retail park is set back beyond an area of landscaping, including trees and vegetation, which separates the A225 from the commercial activity.
7. While the commercial premises at the retail park are close to the site, the open fields extending away from the A225 gives the area an edge-of-settlement character. The existing signage in the area, on either side of the A225 and on the roundabout, is primarily limited to highway signs. Advertisements, including banners and hoardings, are typically set back from the A225 beyond the wide grass verge.
8. The proposal is for three rectangular signs positioned close to the existing directional signs. The advertising boards would increase the number of signs on the roundabout. The visual effect of the proliferation of signage would be accentuated given the limited size of the roundabout and the primarily open nature of the land on either side of the A225. The advertising signs would therefore make the roundabout appear excessively cluttered.
9. The area is not covered by any local or national designation and is not close to any designated heritage assets. Nonetheless, the siting of the advertising boards in a position where there is limited other commercial signage, would be out-of-character within the street scene. Consequently, the proposal would have detrimental effect on the visual amenity of the area.
10. I have taken into account Policy EN1 of the Sevenoaks Allocations and Development Management Plan 2015 (SADMP) and Policy SP1 of the Local Development Framework Core Strategy 2011 (CS), which seek to protect amenity and so are material in this case. Given I have concluded that the signs would harm amenity, the proposal conflicts with these policies.

### *Public safety*

11. The roundabout provides access to the retail park from the A225. Given the number of retail units, which includes a supermarket and petrol station, the roundabout is a busy junction. A pedestrian crossing is located close to the site within the road leading into the retail park. The existing sets of signs within the site are elevated and highly prominent for vehicles approaching the roundabout.
12. The advertisements would be set back from the edge of the roundabout but would be close to the existing directional signage. While offset from the approach roads, the signage would be visible for oncoming traffic from the three entry points onto the roundabout. Nevertheless, the signs would not obstruct road-users' views of the directional signs due to their position and smaller size. The roundabout is busy and includes pedestrian crossings, but the road layout is not of a complexity that the addition of three signs would represent a hazardous distraction for road-users.
13. I therefore conclude that the advertisements would not have an unacceptable effect on highway safety. I have taken into account Policy EN1 of the SADMP,



which seeks to ensure satisfactory means of access and so is material in this case. Given I have concluded that the signs would not harm public safety, the proposal accords with this policy.

### **Other Matter**

14. The appellant has referred to roundabouts where advertisements have been permitted. Nevertheless, without precise details of such advertisements, including the specific site characteristics, I cannot be certain that the circumstances are comparable to the proposal before me. In any case, every proposal must be considered on its own individual merits.

### **Conclusion**

15. For the reasons given above I conclude that the advertisements would be detrimental to the visual amenity of the area. Accordingly, the appeal is dismissed.

*J Pearce*

INSPECTOR

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The Parish/Town Clerk

Direct Dial: 01732 227000, Option 3  
Ask For: Anna Horn  
Email: dmcommittee@sevenoaks.gov.uk  
My Ref: 24/02734/FUL  
Your Ref:  
Date: 11 February 2025

Dear Sir/Madam

**Town and Country Planning Act 1990**

**Site:** Land East Of 34 & 36 Wildernesse Mount Sevenoaks Kent TN13 3QS

**Development:** Erection of 2 detached dwellings with associated parking, ev chargers and landscaping.

The current application on this site is due to be considered at the meeting of the Development Control Committee, on **20 February 2025** at 7 pm. The Meeting will take place at the Council Offices, Argyle Road, Sevenoaks Kent, TN13 1HG and will be live streamed to YouTube here:

[https://www.youtube.com/channel/UCIT1f\\_F5OfvTzxjZk6Zqn6g](https://www.youtube.com/channel/UCIT1f_F5OfvTzxjZk6Zqn6g)

We operate a system of public speaking at meetings of the Committee. For advice on speaking on planning applications and further information about the Development Control Committee please view: [www.sevenoaks.gov.uk/developmentcontrolcommittee](http://www.sevenoaks.gov.uk/developmentcontrolcommittee).

If a representative from the Parish/Town Council would like to speak on the application, please register your interest with our Customer Solutions Team on 01732 227000, who can also answer any questions you may have regarding the public speaking procedure. You need to register your interest by 5pm on the day of the meeting at the latest. Only one person can be registered. However, in the case of deferred applications being reconsidered by the Committee, further representations will not normally be heard at the meeting.

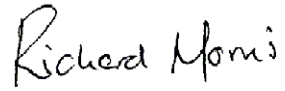
Please be advised once you have registered to speak, if you wish to show any photographs or plans (no more than three), these must be submitted electronically to the Development Control Team by 5pm the day BEFORE the meeting date (email: [dmcommittee@sevenoaks.gov.uk](mailto:dmcommittee@sevenoaks.gov.uk).) This deadline is to ensure sufficient time is available to prepare and check the presentation before the meeting. Material received after this time will be rejected. Any photomontages or other visualisations of the appearance of the development will only be accepted if they are accompanied by a statement showing how they have been created based on the application plans. Please note that written information is not permitted to be used as a “visual aid”.

Those wishing to speak may do so remotely or in person. Joining details for Zoom will be sent out the day before the Committee by Democratic Services. Please make it known when registering to speak whether you will be participating remotely or attending in person.

Chief Executive: Dr. Pav Ramewal  
Council Offices, Argyle Road, Sevenoaks, Kent TN13 1HG  
Telephone: 01732 227000 DX 30006 Sevenoaks  
Email: [information@sevenoaks.gov.uk](mailto:information@sevenoaks.gov.uk)  
[www.sevenoaks.gov.uk](http://www.sevenoaks.gov.uk)

Copies of the committee agenda, including the report relevant to this application, will be available to view and download 5 working days before the Committee Date, via our website, [www.sevenoaks.gov.uk](http://www.sevenoaks.gov.uk).

Yours faithfully

A handwritten signature in black ink that reads "Richard Morris". The script is cursive and fluid, with the first name and last name clearly distinguishable.

Richard Morris  
Deputy Chief Executive  
Chief Officer - Planning & Regulatory Services

## Summary report of upcoming Temporary Road Closures

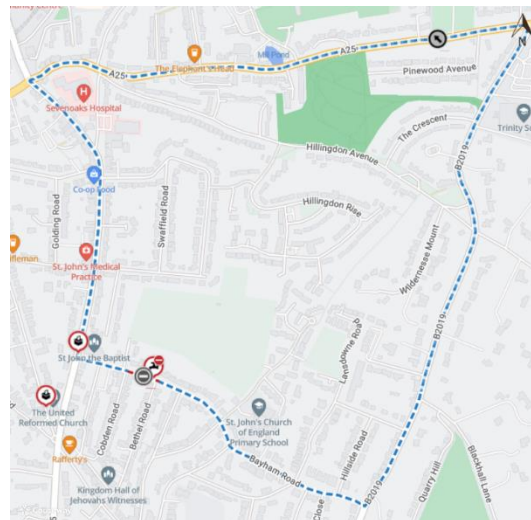
### 1 QUAKERS HALL LANE TEMPORARY ROAD CLOSURE – 28<sup>TH</sup> FEBRUARY 2025

a) Quakers Hall Lane will be closed from number 25 to the junction of Bethel Road on 28<sup>th</sup> February 2025, between the hours of 9:30am and 3:30pm. This in order to allow sewer works to be carried out by Thames Water.

b) The alternative route for any through traffic is via Quakers Hall Lane, Bayham Road, B2019 Seal Hollow Road, A25 Seal Road, A225 St Johns Hill and vice versa. Pedestrian access will be maintained throughout the works.

c) The most up to date information on the works can be found via the following link:

<https://one.network/?tm=141343742>



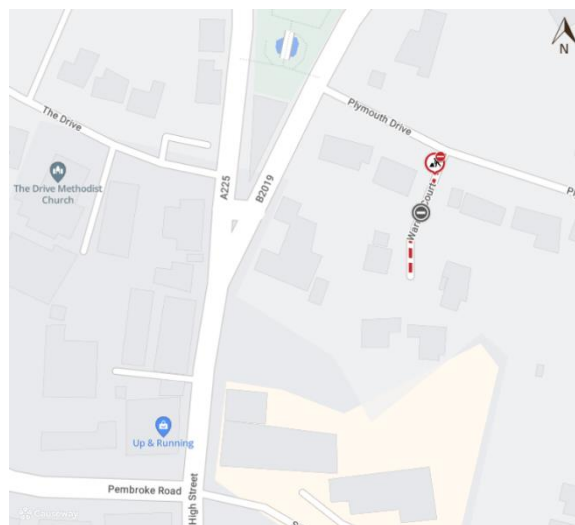
### 2 WARREN COURT TEMPORARY ROAD CLOSURE – 4<sup>TH</sup> MARCH 2025 FOR 3 DAYS

a) Warren Court will be closed for its entire length for 3 days from 4<sup>th</sup> March 2025 between the hours of 8:30am and 5pm. This to allow highway improvement works to be carried out by Kent Highways.

b) There is no alternative route, however access will be given when safe to do so. Pedestrian access will be maintained throughout the works.

c) The most up to date information on the works can be found via the following link:

<https://one.network/?tm=141572370>



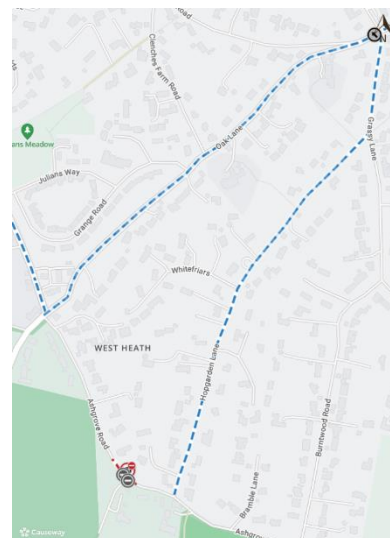
3 **ASHGROVE ROAD TEMPORARY ROAD CLOSURE – 3<sup>RD</sup> MARCH 2025 FOR 3 DAYS**

a) Ashgrove Road will be closed outside Old Cross Keys for three days from 3<sup>rd</sup> March 2025. This to allow works to be carried out by South East Water.

b) The alternative route is via Hopgarden Lane, Grassy Lane, Oak Lane and vice versa. Pedestrian access will be maintained throughout the works.

c) The most up to date information on the works can be found via the following link:

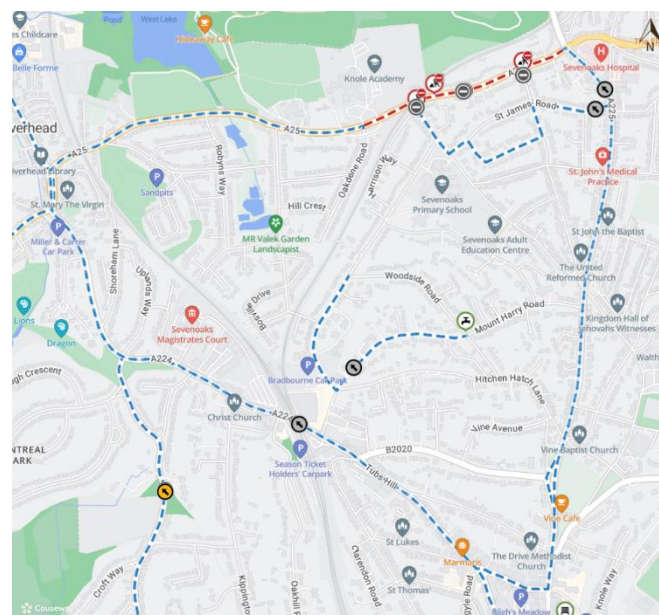
<https://one.network/?tm=141340811>



4 **BRADBOURNE VALE ROAD & ST JOHN'S ROAD TEMPORARY ROAD CLOSURES – 13<sup>TH</sup> MARCH 2025 FOR 2 NIGHTS**

a) A25 Bradbourne Vale Road will be closed between Oakdene Road and St John's Hill for two nights from 13<sup>th</sup> March 2025 and between the house of 8pm and 5am. This to allow highway improvement works to be carried out by Kent Highways.

b) The alternative route is via A225 St Johns Hill/Dartford Road/High Street, Pembroke Road, A224 London Road/Amherst Hill, A25 Maidstone Road/Bradbourne Vale Road and vice versa. Pedestrian access will be maintained during the works.



c) The most up to date information on the works can be found via the following link:

<https://one.network/?tm=142117250>

Decision Notices published by Sevenoaks District Council OR Kent County Council from **4<sup>th</sup> February 2025 to 17<sup>th</sup> February 2025** on plans which Sevenoaks Town Council was consulted upon for comment, **in order of reference number (ascending)**.

Instances where SDC have decided against STC's recommendation are written in **red**.

Reference Number	Address & Ward	Ward Cllr	STC Recommendation (abridged)	SDC Decision (abridged)
24/01654/HOUSE	4 Bosville Drive – Northern	<b>Cllr O'Hara</b>	<b>7<sup>th</sup> October 2024:</b> STC recommended approval, 1 condition. <b>13<sup>th</sup> January 2025:</b> STC recommended approval, 2 conditions.	11 <sup>th</sup> February 2025: SDC Granted, 4 conditions.
24/02568/FUL	47 Bethel Road – Eastern	<b>Cllr Clayton</b>	<b>23<sup>rd</sup> December 2024:</b> STC recommended approval, 3 conditions.	6 <sup>th</sup> February 2025: SDC Granted, 16 conditions.
24/02704/FUL	DG Autos, Skevingtons Yard, Bradbourne Vale Road – St Johns	<b>Cllr Dr Dixon</b>	<b>23<sup>rd</sup> December 2024:</b> STC recommended <b>approval</b> , 1 condition (BNG), 1 informative (Notification to applicant of emerging St John's Masterplan)	12 <sup>th</sup> February 2025: SDC <b>Refused</b> , 2 grounds. (Low quality design due to blank two storey elevation on active street frontage, and insufficient information on groundwater risk management and drainage details)
24/02725/HOUSE	27 The Drive – Town	<b>Cllr Granville</b>	<b>18<sup>th</sup> November 2024:</b> STC recommended approval, 1 condition, 1 informative. <b>27<sup>th</sup> January 2025:</b> STC recommended approval, 2 conditions.	13 <sup>th</sup> February 2025: SDC Granted, 3 conditions.
24/03006/LBCALT	Kippington Lodge, 121 Kippington Road – Kippington	<b>Cllr Gustard</b>	<b>13<sup>th</sup> January 2025:</b> STC recommended approval, 1 condition.	7 <sup>th</sup> February 2025: SDC Granted, 3 conditions.
24/03091/LDCEX	38A Dartford Road – Eastern	<b>Cllr Layne / Cllr Clayton</b>	<b>13<sup>th</sup> January 2025:</b> STC recommended approval.	13 <sup>th</sup> February 2025: SDC Certified lawful existing use / development, 1 reason.

24/03247/HOUSE	Knocklofty, Hitchen Hatch Lane – St Johns	<b>Cllr Camp</b>	<b>13<sup>th</sup> January 2025:</b> STC recommended approval, 3 conditions.	4 <sup>th</sup> February 2025: SDC Granted, 5 conditions.
24/03318/CONVAR	Chance Cottage, 104 Oakhill Road – Kippington	<b>Cllr Daniell</b>	<b>13<sup>th</sup> January 2025:</b> STC recommended <b>refusal</b> , 1 ground (STNP Policy L1 – <b>BNG</b> ), 1 informative (no objection to physical changes)	5 <sup>th</sup> February 2025: SDC <b>Granted</b> , 11 conditions. (Development confirmed as self-build i.e. <b>exempt</b> from BNG)
24/03320/HOUSE	11 Woodside Road – St Johns	<b>Cllr Skinner</b>	<b>13<sup>th</sup> January 2025:</b> STC recommended approval, 1 condition.	5 <sup>th</sup> February 2025: SDC Granted, 4 conditions.
24/03383/ADV	BP, St Johns Filling Station, St Johns Hill – St Johns	<b>Cllr Dr Dixon</b>	<b>13<sup>th</sup> January 2025:</b> STC recommended approval, 1 condition.	11 <sup>th</sup> February 2025: SDC Granted, 13 conditions.
24/03423/CONVAR	Alice's Tea Shop, 114 St Johns Hill – Eastern	<b>Cllr Clayton</b>	<b>27<sup>th</sup> January 2025:</b> STC recommended time limit on hours of use be amended to be consistent with surrounding.	14 <sup>th</sup> February 2025: SDC Granted, 5 conditions.



# Planning Applications to be Considered

Planning Applications received to be considered on 24 February 2025

<b>1</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>24/02006/HOUSE</b>	Stephanie Payne 03/03/2025	Cllr Gustard	Paper Architecture
<b>Case Officer</b>				
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr Smolijaninov			56A Oakhill Road	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				10/02/25
<b>24/02006/HOUSE - Amended plan</b>				
<b>Erection of covered EV charging canopy / car port and alterations to hardstanding.</b>				
<b>A summary of the main changes are set out below:</b>				
<b>Additional tree information has been submitted in response to tree officer comments.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SHG23RBKHYJ00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SHG23RBKHYJ00</a>			

<b>2</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>24/02141/HOUSE</b>	Stephanie Payne 05/03/2025	Cllr Gustard	CCA LTD
<b>Case Officer</b>				
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Hoffman		7 Clenches Farm	Clenches Farm Road	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				12/02/25
<b>24/02141/HOUSE - Amended plan</b>				
<b>New front entrance, single-storey rear extension, and internal works.</b>				
<b>A summary of the main changes are set out below:</b>				
<b>The chimney and bbq have been removed from the proposed works and the proposed plans.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SI7TTSBKI8S00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SI7TTSBKI8S00</a>			

<b>3</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>25/00042/FUL</b>	Anna Horn 26/02/2025	Cllr Granville	UPP Architects + Town Planners
<b>Case Officer</b>				
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr Feldman			6-8, 10A & 10B Victoria Road	Town
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				05/02/25
<b>An upwards extension with dormer and velux windows, to facilitate the creation of a 2-bed, 3-person dwelling.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SPS4QWBKLGTO0">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SPS4QWBKLGTO0</a>			

<b>4</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>25/00104/FUL</b>	Anna Horn 04/03/2025	Cllr Gustard	Black Elephant Architecture Design Studio

# Planning Applications to be Considered

Planning Applications received to be considered on 24 February 2025

<b>Case Officer</b>			
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Gould, XLX Sevenoaks LTDT	Greensands	Oak Lane	Kippington
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>
			11/02/25
<b>Demolition of existing care home and construction of an 8 flat residential building. Alterations to access. Hard and soft landscaping. Cycle and bin storage units. Extension of hardstanding for associated parking.</b>			
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQ32MCBK0LO00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQ32MCBK0LO00</a>		

<b>5</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00144/HOUSE	Summer Aucoin 27/02/2025	Cllr Daniell	Mr Wyatt Glass
<b>Case Officer</b>				
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
Mr W Vincent		7 The Middlings	Kippington	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			06/02/25	
<b>Front, side, rear extension. Extension to garage and new roof. Alterations to driveway. Alterations to fenestration and rooflights.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQ8SCDBK0ZE00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQ8SCDBK0ZE00</a>			

<b>6</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00185/HOUSE	Summer Aucoin 26/02/2025	Cllr Daniell	Carmen Austin Architecture Ltd
<b>Case Officer</b>				
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
Mr & Mrs Dowell	Woodcott	36 Oakhill Road	Kippington	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			05/02/25	
<b>Alterations to front elevation to include removal of existing porch, construction of new porch. Changes to fenestration. New clay roof tiles to match existing in colour, solar panels, new roof lights and dormers. New entrance gates.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQI254BKLRK00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQI254BKLRK00</a>			

<b>7</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00188/FUL	Stephanie Payne 28/02/2025	Cllr Clayton (On behalf of Wild rose Wood)	Scandia-Hus
<b>Case Officer</b>				
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
Mr M & Mrs C Rosser	1 Blackhall	Blackhall Lane	Wilderness	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			07/02/25	
<b>Construction of 1 no. Self Build Detached Dwelling with New Vehicular Access and Subdivision of Plot.</b>				
<b>//Additional letter received 11/02/2025 with following amendment:</b>				

# Planning Applications to be Considered

Planning Applications received to be considered on 24 February 2025

**The proposed roof plan has been amended to correctly show the roof dormers, rooflights and roof lantern//**

**Web link** <https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SQI27QBKLRQ00>

<b>8</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>25/00198/HOUSE</b>	Abbey Aslett 25/02/2025	Cllr Gustard	Av Architects Ltd
<b>Case Officer</b>				
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Robinson		Yarnfield	100 Kippington Road	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				04/02/25
<b>Raise and extend roof, install dormers and rooflights to provide second floor with habitable rooms. Two-storey front extension. Single storey side and rear extensions, and two-storey rear extension. Alterations to fenestration. Associated landscaping works</b>				
<b>Web link</b> <a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQJWRCBKLTE00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQJWRCBKLTE00</a>				

<b>9</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>25/00201/HOUSE</b>	Summer Aucoin 25/02/2025	Cllr Ancrum	EK Planning Ltd
<b>Case Officer</b>				
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr N Faniciulli			73 Seal Hollow Road	Eastern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				04/02/25
<b>Single storey rear extension with roof lanterns. Associated changes to landscaping.</b>				
<b>Web link</b> <a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQJWTPBKLTk00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQJWTPBKLTk00</a>				

<b>10</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>25/00248/HOUSE</b>	Summer Aucoin 28/02/2025	Cllr Willis	KmCreations.Ltd
<b>Case Officer</b>				
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr and Mrs Waldrock			24 St Botolphs Road	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				07/02/25
<b>Demolish existing single storey rear extension and replace with a new single storey rear extension with a flat roof and roof lanterns.</b>				
<b>Web link</b> <a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQV0Q9BKlXA00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQV0Q9BKlXA00</a>				

<b>11</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>25/00255/HOUSE</b>	Abbey Aslett 26/02/2025	Cllr Camp	Kent Building Control Ltd

# Planning Applications to be Considered

Planning Applications received to be considered on 24 February 2025

<b>Case Officer</b>			
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Swift	Garth	8 Woodside Road	St Johns
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>
			05/02/25
<b>Two storey side extension, loft conversion including rear facing dormer and rooflights, alterations to fenestration and removal of chimney</b>			
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQV0TRBKLXP00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SQV0TRBKLXP00</a>		

<b>12</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00290/HOUSE	Abbey Aslett 10/03/2025	Cllr Shea	Carnegie Steel Buildings Ltd T/A PM Steele
<b>Case Officer</b>				
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
Mr J Novel		16 Filmer Lane	Northern	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			17/02/25	
<b>Rear Extension to property at first-floor level with materials to match the existing dwelling. Works to include internal rearrangements and exterior pergola garden features.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=details&amp;keyVal=SR4A6XBKM0M00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=details&amp;keyVal=SR4A6XBKM0M00</a>			

<b>13</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00299/CONVAR	Abbey Aslett 10/03/2025	Cllr Dr Dixon	N/A
<b>Case Officer</b>				
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
B Cayenne-Elliott		53 Bradbourne Vale Road	St Johns	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			17/02/25	
<b>Removal of condition 9 (Biodiversity Net Gain) of 24/00275/FUL.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SR5YN5BK0LO00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SR5YN5BK0LO00</a>			

<b>14</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00319/HOUSE	Stephanie Payne 10/03/2025	Cllr Clayton (On behalf of Wild sevenoaks Ward)	Offset Architects
<b>Case Officer</b>				
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
Mrs L Daniels	Bucklands	Wilderness Avenue	Wilderness	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			17/02/25	
<b>Proposed refurbished works to the pool house, including the replacement of roof tiles, the installation of a new covered canopy to replace the existing glass structure, new fenestration, solar panels, replacement plant room and internal alterations.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SR7ZEHBKM2F00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SR7ZEHBKM2F00</a>			

# Planning Applications to be Considered

Planning Applications received to be considered on 24 February 2025

<b>15</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>25/00320/HOUSE</b>	Summer Aucoin 05/03/2025	Cllr Daniell	Pump House Designs
<b>Case Officer</b>				
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Patel			29 Croft Way	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				12/02/25
<b>Demolition of existing conservatory to be replaced by single storey wrap-around extension with rooflights, alterations and installation of rear dormer to existing second floor. New patio area.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SR7ZERBKM2H00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SR7ZERBKM2H00</a>			

<b>16</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>25/00328/LDCEX</b>	Samantha Yates 04/03/2025	Cllr Skinner	Savills
<b>Case Officer</b>				
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mrs D Robinson		1 Roma Court	Bradbourne Vale Road	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				11/02/25
<b>Formation of one 3-bedroom residential unit through the combining of flats 1 and 2.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SR9UA3BKM3600">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SR9UA3BKM3600</a>			

<b>17</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>25/00331/HOUSE</b>	Summer Aucoin 04/03/2025	Cllr Skinner	Anderson North Limited
<b>Case Officer</b>				
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr J White			26 Amherst Road	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				11/02/25
<b>Demolition of rear extension to be replaced with single storey rear extension with roof light. Single storey side extension and internal alterations.</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SR9UAXBKM3C00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SR9UAXBKM3C00</a>			

<b>18</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	<b>25/00348/MMA</b>	Samantha Yates 03/03/2025	Cllr Camp	Coleman Anderson Architects
<b>Case Officer</b>				
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Lokot		Knocklofty	Hitchen Hatch Lane	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				10/02/25
<b>Amendment to 24/03247/HOUSE to add dormers to roof, and alterations to fenestration</b>				
<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SRBOUBBKM4I00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SRBOUBBKM4I00</a>			

# Planning Applications to be Considered

Planning Applications received to be considered on 24 February 2025

<b>19</b>	<i>Plan Number</i> <b>25/00380/LBCALT</b>	<i>Planning officer</i> Abbey Aslett 07/08/2025	<i>Town Councillor</i> Cllr Willis	<i>Agent</i> SAACT Lt
<i>Case Officer</i>				
<i>Applicant</i> G Morris		<i>House Name</i> The Hardware Centre	<i>Road</i> 36-42 London Road	<i>Locality</i> Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i> 14/02/25
<b>Refurbish 3 first-floor windows, replace 1970s dormer windows to match sash windows below, repair dormer cheeks and replace broken roof tiles with reclaimed tiles to match existing</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SRJ3LKBKM6Y00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SRJ3LKBKM6Y00</a>			

<b>20</b>	<i>Plan Number</i> <b>25/00393/CONVAR</b>	<i>Planning officer</i> Stephanie Payne 10/03/2025	<i>Town Councillor</i> Cllr Granville	<i>Agent</i> N/A
<i>Case Officer</i>				
<i>Applicant</i> Pennard Practice Ltd		<i>House Name</i>	<i>Road</i> 26-28 Pembroke Road	<i>Locality</i> Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i> 17/02/25
<b>Removal of conditions 7, 8 &amp; 9 (parking areas, external illumination and hours in which external illumination is permitted) of SE/98/1414 for the Erection of 1200 sqm office building together with provision of sixty car spaces</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SRKY5WBKM7Q00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SRKY5WBKM7Q00</a>			