



Tuesday, 29 April 2025

You are hereby 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 **Tuesday 6th May 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/FludcwtYENY> 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 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](#).

Town Clerk

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 Layne
Cllr Camp – **Chair**
Cllr Dr Canet
Cllr Clayton
Cllr Daniell – Deputy Leader
Cllr Dr Dixon
Cllr Granville

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

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

At 7pm, prior to the commencement of the meeting, there will be a presentation from Magnum Opus Development Group on proposals related to 166 High Street, Sevenoaks. The presentation will run for 20 minutes, followed by a Q & A session of 10 minutes.

1	APOLOGIES FOR ABSENCE To receive and note apologies for absence from members who are unable to attend the meeting.
2	REQUESTS FOR DISPENSATIONS To consider written requests from members which have previously been submitted to the Town Clerk. This enables participation in discussion and voting on items for which the member has a Disclosable Pecuniary Interest, as per sections 31 and 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 5-14) To receive and agree the minutes from the Planning & Environment Committee Meeting held on 22nd April 2025.
5	TEMPORARY ROAD CLOSURES (Page 15) To receive and note a report summarising upcoming road closures within Sevenoaks Town, including diversion routes where indicated.
6	MASTERPLANS UPDATE a) To note that consultation on the draft St John's Hill Area Masterplan concluded on 21st April, with responses now being reviewed by the Town Council's consultants and revisions made accordingly. The final draft will then be considered by the Planning & Environment Committee, with recommendation to Council. b) To receive notice that public consultation on the draft Town Centre Masterplan will officially launch at the Sevenoaks Society event on 28th June 2025, however there will also be posters advertising its key contents at the Business Show on 13th June, in order to engage businesses with the upcoming consultation materials.
7	ASSETS OF COMMUNITY VALUE To consider proposal by Cllr Clayton that Hollybush Recreation Ground and its

	associated assets and land be nominated as an "Asset of Community Value" to Sevenoaks District Council.
8	DESIGN REVIEW PANELS - INFORMATION FROM SEVENOAKS DISTRICT COUNCIL (Page 17) To receive and note information provided by Sevenoaks District Council Officers, to the Town Councillors' request for information as to how and when Design Review Panels are utilised for significant development proposals. To note that further information is awaited.
9	DECISION NOTICES ON PLANNING APPLICATIONS COMMENTED ON BY SEVENOAKS TOWN COUNCIL (Pages 19-20) To receive and note decisions made by Sevenoaks District Council on applications commented on by Sevenoaks Town Council, between the two weeks ending 28th April 2025.
10	PLANNING APPLICATIONS (Pages 21-26) 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 28th April 2025.
11	PRESS RELEASES To consider any item in this report that would be appropriate for a press release.

[Page deliberately left blank]

Minutes of the meeting of the Planning & Environment Committee
Held on Tuesday 22 April 2025 at 7pm in the Council Chamber, Town Council Offices, TN13
3QG

Livestreamed and available to view on YouTube until approved by Council:

<https://youtube.com/live/YxBjI3PrdeM>

Meeting commenced: 19:00

Meeting Concluded: 19:59

Present:

Committee Members

Quorum minimum of six members

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

Also in attendance:

Town Clerk

Planning Committee Clerk

1 Members of the Public

PUBLIC QUESTION TIME

None.

46 - APOLOGIES FOR ABSENCE

As above.

47 - REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

48 - DECLARATIONS OF INTEREST

None.

49 - MINUTES

a) The Committee received the MINUTES of the Planning Committee Meeting held 7th April 2025.

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

b) The Committee received and noted the minutes from the STNP / Masterplan Working Group held on 7th April 2025.

50 - KENT COUNTY COUNCIL - ADOPTION OF KENT MINERALS AND WASTE LOCAL PLAN 2024-39

The Committee received notice that Kent County Council has adopted its Kent Minerals and Waste Local Plan 2024-39, as amended by a number of Main Modifications recommended by the Inspector at its September 2024 independent examination. It was noted that full details, including the Post Adoption Statement and tracked changes version may be found via the following link:

<https://www.kent.gov.uk/about-the-council/strategies-and-policies/service-specific-policies/economic-regeneration-and-planning-policies/planning-policies/minerals-and-waste-planning-policy/kent-minerals-and-waste-local-plan-2024-to-2039>

51 - SEVENOAKS DISTRICT COUNCIL - TARGETED CALL FOR SITES

a) The Committee received notice that Sevenoaks District Council has launched a targeted 'call for sites', to allow landowners and site promoters to propose potential sites which may be suitable for housing, employment or other use-allocation within the Emerging Local Plan. Sites for submission must be within one of the following three categories:

- Urban sites (within existing settlement boundaries)
- Previously Developed Land (PDL) / 'brownfield' land
- Potential greenfield 'grey belt' land

b) Councillors discussed whether the Town Council should submit any sites, with it noted that further discussions about potential future sites, including the District Council Offices, would be part of the Masterplanning process.

c) It was agreed that Sevenoaks Town Council should monitor the outcome of the call for sites, as the new defining of "grey belt" and reduction of Green Belt protections could introduce new potential development sites which have not been considered before. Councillors requested clarification as to the full definition of "grey belt" and it was agreed that this be researched and circulated to members.

52 - STREET NAMING AND NUMBERING - NOTIFICATIONS OF NEW ADDRESSES

- a) The Committee received notice that the name of "2 Ormiston, Brittain's Lane" has been amended to "Morningside, Brittain's Lane".
- b) The Committee received notice and plans for a dwelling which has been created via the splitting of 75 Bradbourne Park Road into two buildings. The larger portion will be renamed 'St Valerie, 75 Bradbourne Park Road', while the smaller portion to the south will be named 'Norton House, 75A Bradbourne Park Road'.
- c) Councillors received and noted copy of correspondence between the Town Council and Sevenoaks District Council, in regards to the Planning & Environment Committee's request that the Royal Oak Hotel's prominent name be re-instated, following notification that it has been renamed Hanover House as part of its conversion to 6 flats. Councillors echoed their strong disapproval of the decision and its justification, and it was **RESOLVED** that the Town Council write to the District Council again, reiterating its stance and request for the decision to be revoked.

53 - 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 11th April 2025.

54 - PLANNING APPLICATIONS

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

- **[Plan no. 5] 25/ Woodfield, Oak Lane (FOR)**

- b) The Committee considered planning applications received during the two weeks ending 11th April 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

55 - PRESS RELEASES

None.

There being no further business the Chair closed the Meeting.

Signed
Chair

Dated

Footnote:

In accordance with Sevenoaks Town Council's Standing Order 13 and under Section 33 of the Localist Act 2011, the following Town Councillors have been granted a Dispensation as a dual hatted Councillor of both Sevenoaks Town Council and Sevenoaks District Council, to allow them to discuss and vote on matters where the only reason they would otherwise be prevented from taking part in discussion and voting is due to their membership of Sevenoaks District Council i.e. it does not permit Councillors to take part in discussion and voting automatically if they have a declaration of pecuniary interest unrelated to their membership of Sevenoaks District Council. This dispensation is valid until the next Town Council Election in May 2027, as per Minute number 241 resolved at the Town Council meeting on 24th July 2023:

- | | |
|---------------------------|----------------------|
| • Cllr Sue Camp | • Cllr Claire Shea |
| • Cllr Tony Clayton | • Cllr David Skinner |
| • Cllr Victoria Granville | • Cllr Nick Varley |
| • Cllr Chloe Gustard | |

DRAFT

Planning Applications Considered

Applications considered on 22-4-25

1	Plan Number	Planning officer	Town Councillor	Agent
	24/03427/FUL	Nicola Furlonger 24/04/2025	Cllr Shea	David Lock Associates
Applicant	House Name	Road	Locality	
Tarmac Trading Ltd	Former Oast, Sevenoaks Quarr	Bat and Ball Road	Northern	
Town	County	Post Code	Application date	
			01/04/25	

24/03427/FUL - Amended plan

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

A summary of the main changes are set out below:

Revised Restoration Management Plan and Bat Surveys.

Comment

Sevenoaks Town Council reiterated its previous response as per the below:

Sevenoaks Town Council did not provide 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.

2	Plan Number	Planning officer	Town Councillor	Agent
	25/00625/LBCALT	Samantha Yates 26/04/2025	Cllr Granville	N/A
Applicant	House Name	Road	Locality	
Deckhouse Sevenoaks Limited		44 London Road	Town	
Town	County	Post Code	Application date	
			03/04/25	

Alterations to modern arched canopy over walkway to main entrance.

Comment

Sevenoaks Town Council recommended approval, provided the Conservation Officer is satisfied with the Design, Access and Heritage statement.

3	Plan Number	Planning officer	Town Councillor	Agent
	25/00652/HOUSE	Stephanie Payne 26/04/2025	Cllr Clayton	N/A
Applicant	House Name	Road	Locality	
Mr S Tomkins		1 Pinewood Avenue	Eastern	
Town	County	Post Code	Application date	
			03/04/25	

Demolish garage and outbuildings. New garage with rooflights, solar panels, and electric vehicle charging points, new shed. Associated changes to landscaping.

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that that no adverse impact would be caused on No. 3, or other neighbours, and that there will be no habitable rooms in the new / refurbished structures.

The Town Council further advised that, should there be any indication that any of the structures could be used as dwellings, and not inured to the main house at No. 1 Pinewood Avenue, the Town Council would recommend refusal.

Planning Applications Considered

Applications considered on 22-4-25

4	<i>Plan Number</i> 25/00704/HOUSE	<i>Planning officer</i> Christopher Park 24/04/2025	<i>Town Councillor</i> Cllr Skinner	<i>Agent</i> Crofton Design Services L
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs Friend	Cogara	22 Vine Avenue	St Johns	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			01/04/25	
Demolition of existing store room and loggia and construction of a single storey rear extension, garage conversion, part front extension with new open porch. Loft conversion with side and rear dormers. Alteration to fenestration and rooflights. Relocate manholes, alterations to path and elevation changes.				

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer's confirmation that the new windows would not create difficulties for residents in No. 24, and subject to a condition for the windows to be opaque should this not be the case.

5	<i>Plan Number</i> 25/00723/HOUSE	<i>Planning officer</i> Christopher Park 27/04/2025	<i>Town Councillor</i> Cllr Daniell	<i>Agent</i> N/A
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr N Wheeler	Woodfield	Oak Lane	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			04/04/25	
Two-storey rear extension, new front porch, and changes to fenestration.				

Comment

Sevenoaks Town Council recommended approval, provided the Tree Officer is satisfied with the tree protections.

6	<i>Plan Number</i> 25/00724/HOUSE	<i>Planning officer</i> Summer Aucoin 30/04/2025	<i>Town Councillor</i> Cllr Daniell	<i>Agent</i> OPEN Architecture
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
S&M Tinkler		26 Garth Road	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			07/04/25	
First floor side extension, part garage conversion and loft conversion with velux windows front and rear, alterations to fenestration together with landscape alterations to enable an in/out driveway with gates.				

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 22-4-25

7	Plan Number 25/00735/LBCALT	Planning officer Abbey Aslett 30/04/2025	Town Councillor Cllr Michaelides	Agent Robinson Escott Planning
Applicant		House Name	Road	Locality
Mr Ginzler			44 High Street	Town
Town		County	Post Code	Application date
				07/04/25
Removal of 2no. UPVC windows; installation of 2no. double-glazed timber windows.				

Comment

Proposed by Cllr Granville, with Cllr Michaelides' apologies:

Sevenoaks Town Council recommended approval, provided both the Planning Officer and the Conservation Officer are satisfied with the designs and materials.

8	Plan Number 25/00783/HOUSE	Planning officer Summer Aucoin 30/04/2025	Town Councillor Cllr Gustard	Agent MB Design and Architectu
Applicant		House Name	Road	Locality
Mr J Cox		Edenhurst Cottage	52 Oakhill Road	Kippington
Town		County	Post Code	Application date
				07/04/25
Demolition the existing conservatory and construction a single storey rear extension with lantern rooflight.				

Comment

Sevenoaks Town Council recommended approval.

9	Plan Number 25/00805/HOUSE	Planning officer Abbey Aslett 03/05/2025	Town Councillor Cllr Wightman	Agent Harringtons 2006
Applicant		House Name	Road	Locality
Mr R Lingard		Cranes End	Wilderness Avenue	Wilderness
Town		County	Post Code	Application date
				10/04/25
To demolish the conservatory and erect a single storey extension. Alteration to fenestration. Rooflights				

Comment

Sevenoaks Town Council recommended approval.

10	Plan Number 25/00831/HOUSE	Planning officer Summer Aucoin 03/05/2025	Town Councillor Cllr Granville	Agent Harringtons 2006
Applicant		House Name	Road	Locality
Mr Wdwards		1 Waterworks Villa	Oak Lane	Town
Town		County	Post Code	Application date
				10/04/25
Replacement crown roof with a hipped pitched roof				

Comment

Sevenoaks Town Council recommended approval subject to the Planning Officer being satisfied with the materials.

Planning Applications Considered

Applications considered on 22-4-25

11	Plan Number	Planning officer	Town Councillor	Agent
	25/00846/HOUSE	Danielle Durham 02/05/2025	Cllr Gustard	Js Designs (london) Limit
Applicant		House Name	Road	Locality
Mrs S Spiers			52 The Rise	Kippington
Town		County	Post Code	Application date
				09/04/25
Two-storey side extension. Single-storey garage extension to front. Alterations to fenestration. Associated changes to landscaping.				

Comment

Sevenoaks Town Council recommended approval subject to Planning Officer being satisfied that there is no loss of amenity to neighbours.

12	Plan Number	Planning officer	Town Councillor	Agent
	25/00852/HOUSE	Summer Aucoin 02/05/2025	Cllr Ancrum	Harringtons 2006
Applicant		House Name	Road	Locality
Mr S Walder		Pippins	36 Wildernesse Mount	Eastern
Town		County	Post Code	Application date
				09/04/25
Extend roof ridge, install new dormer, and enlarge existing dormer. Remove chimneys. Demolish rear conservatory and replace with single-storey extension. Changes to fenestration.				

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that the design and materials are in keeping with the style of the road in accordance with the Sevenoaks Town Neighbourhood Plan.

Informative:

The Town Council requested that, when appraising the impact of the new windows, the Planning Officer consider the future residents of the approved development at the Land East of 34 & 36 Wildernesse Mount.

13	Plan Number	Planning officer	Town Councillor	Agent
	25/00853/HOUSE	Summer Aucoin 02/05/2025	Cllr Ancrum	Harringtons 2006
Applicant		House Name	Road	Locality
Mr G Lloyd			34 Wildernesse Mount	Eastern
Town		County	Post Code	Application date
				09/04/25
Extend roof ridge and install new dormer. Demolish rear extension. Changes to fenestration.				

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that the design and materials are in keeping with the style of the road in accordance with the Sevenoaks Town Neighbourhood Plan.

Planning Applications Considered

Applications considered on 22-4-25

14	Plan Number	Planning officer	Town Councillor	Agent
	25/00873/HOUSE	Christopher Park 03/05/2025	Cllr Daniell	Harringtons 2006
Applicant		House Name	Road	Locality
Mr P Niven		Homefield	93 Oakhill Road	Kippington
Town		County	Post Code	Application date
				10/04/25
To install two flexible flat roof sun tunnels with black finish into the lead flat roof over the second floor landing area.				

Comment

Sevenoaks Town Council recommended approval provided the Conservation Officer is satisfied there is no adverse effect to the character of the building and street scene.

15	Plan Number	Planning officer	Town Councillor	Agent
	25/00875/HOUSE	Summer Aucoin 04/05/2025	Cllr O'Hara	Incalmo Architects Limite
Applicant		House Name	Road	Locality
Mr D Fuller			168 Seal Road	Northern
Town		County	Post Code	Application date
				11/04/25
Erection of a new Front Porch				

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied with the design and materials used.

16	Plan Number	Planning officer	Town Councillor	Agent
	25/00884/HOUSE	Abbey Aslett 01/05/2025	Cllr Dr Dixon	Harringtons 2006
Applicant		House Name	Road	Locality
Mr & Mrs Osinibi		Montague House	6 Hitchen Hatch Place	St Johns
Town		County	Post Code	Application date
				08/04/25
Alteration to fenestration to side elevation.				

Comment

Sevenoaks Town Council recommended approval.

Informative:

The Town Councillors expressed their surprise that this proposal merited a planning application.

Planning Applications Considered

Applications considered on 22-4-25

17	Plan Number 25/00885/HOUSE	Planning officer Stephanie Payne 04/05/2025	Town Councillor Cllr Gustard	Agent Offset Architects
Applicant		House Name	Road	Locality
Dr & Mrs Gardner			7 The Rise	Kippington
Town		County	Post Code	Application date
				11/04/25
Construction of front entrance porch, Demolition of carport and construction of single storey side extension with rooflights. Part one/two storey rear extension with Juliet balcony and rooflight. Solar panels to southern roof slope and rooflights to bathrooms and alterations of existing windows.				

Comment

Sevenoaks Town Council recommended approval subject to Planning Officer being satisfied there is no loss of amenity or privacy to neighbours, particularly from the balcony.

18	Plan Number 25/00890/HOUSE	Planning officer Summer Aucoin 04/05/2025	Town Councillor Cllr Dr Canet	Agent CJ Harding Design
Applicant		House Name	Road	Locality
Mrs A Farooq			27 Bosville Road	Northern
Town		County	Post Code	Application date
				11/04/25
Loft conversion with dormer extension, juliet balconies, and roof lantern. Demolish existing conservatory, to be replaced by single-storey rear extension with roof lantern. Demolish and replace front porch. Alterations to fenestration. Demolish existing garage and replace with new garage.				

Comment

Sevenoaks Town Council recommended approval.

19	Plan Number 25/00934/MMA	Planning officer Anna Horn 03/05/2025	Town Councillor Cllr Gustard	Agent Tony Holt Design
Applicant		House Name	Road	Locality
Mr L Humberstone			7 Yeomans Meadows	Kippington
Town		County	Post Code	Application date
				10/04/25
Amendment to 24/02955/CONVAR to amend fenestrations.				

Comment

Sevenoaks Town Council recommended approval, however requested that the Planning Officer place a condition on the application for the upstairs windows on the north elevation to be obscured and fixed shut.

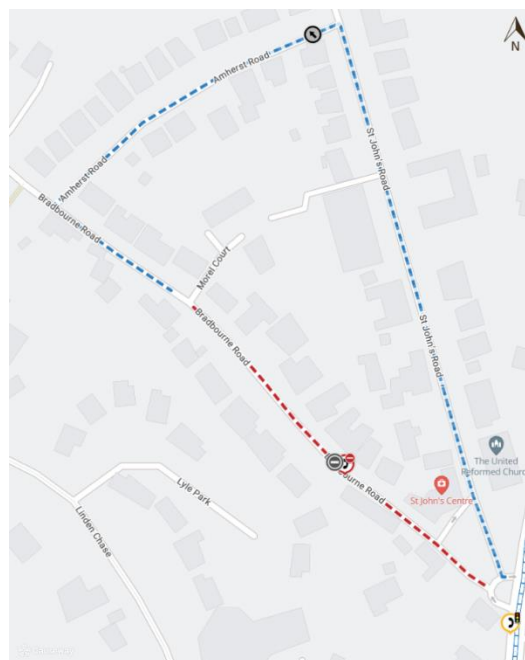
Summary report of upcoming Temporary Road Closures

1 BRADBOURNE ROAD TEMPORARY ROAD CLOSURE – 12th MAY FOR 1 DAY BETWEEN 9:30AM AND 3:30PM

a) Bradbourne Road will be closed between number 2 and A225 Dartford Road on 12th May 2025, between the hours of 9am and 3:30pm.

b) The alternative route is via Bradbourne Road, Amherst Road, St Johns Road 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=142206756>



2 CROFT WAY TEMPORARY ROAD CLOSURE – 21ST APRIL 2025 UNTIL 30TH JUNE 2025
The split island at Croft Way will be closed from 21st April 2025 until 30th June 2025.

3 REDLANDS ROAD TEMPORARY ROAD CLOSURE – 9TH JUNE 2025 UNTIL 23RD JUNE 2025
The split island at Redlands Road will be closed from 9th June 2025 until 23rd June 2025.

4 BRITAINS LANE TEMPORARY ROAD CLOSURE – 24TH MAY 2025 UNTIL 1ST JUNE 2025
Brittains Lane will be closed from 24th May 2025 to 1st June 2025.

b) The alternative route is via Oak Lane, A225 High Street, A224 London Road, A224 Amherst Hill and vice versa.

[Page deliberately left blank]

From: Rebecca Lamb

Sent: 09 April 2025 17:29

To: Aaron Hill; Sevenoaks Town Planning <planning@sevenoakstown.gov.uk>; Hannah Gooden

Subject: Re: Request for training on Design Review Panels

Dear Georgie

Thanks for your email.

At SDC we generally convene a Panel as part of the pre-application process because there is more time and opportunity to influence proposals outside of the strict timeframes of a formal planning submission. At the moment we don't manage the panels ourselves and we have used a Design South East panel in the past. We identify the specialisms that we think the application would benefit from - for example this could include flooding, biodiversity, master planning, highways etc. The LPA presents the planning background, and the applicant presents their scheme. The Panel discusses the scheme with the architect and then a report is prepared and issued to the LPA and the applicant, and this informs the formal Pre-App response that is given to the applicant. The cost of the Panel, which changes according to the size of the scheme, is met by the developer who pays DSE directly.

This explains a bit more about the DRP process etc.

https://www.designcouncil.org.uk/fileadmin/uploads/dc/Documents/Design%2520Review_Principles%2520and%2520Practice_May2019.pdf

Aaron and Hannah are best placed to advise on how the NP aim is being accommodated within our DM process so let me have a chat with them and I'll get back to you in the next few weeks. Please bear with me because it looks like Hannah, then Aaron and then I am off consecutively!

Best wishes,

Rebecca

Rebecca Lamb

Design and Conservation Manager

Strategic Planning

Sevenoaks District Council | Council Offices | Argyle Road | Sevenoaks | TN13 1HG

www.sevenoaks.gov.uk

This advice is without prejudice to the decision making processes of the local planning authority and in no way prejudices any future determinations or decisions made by the local planning authority.

You are advised to seek your own independent advice on any issues raised in this email.

[Page deliberately left blank]

Decision Notices published by Sevenoaks District Council OR Kent County Council from **12th April 2025 to 28th April 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)
24/03319/FUL	Sevenoaks School Orchards, Solefields Road – Town	Cllr Michaelides	10th March 2025: STC recommended approval, 2 conditions.	14 th April 2025: SDC Granted, 6 conditions.
24/03322/FUL	Outpatients Department, Sevenoaks Hospital, Hospital Road – Eastern	Cllr Ancrum	27th January 2025: STC recommended approval, 1 condition.	14 th April 2025: SDC Granted, 3 conditions.
24/03434/HOUSE	16 Granville Road – Town	Cllr Willis	27th January 2025: STC recommended approval , 2 conditions. (Planning and Conservation Officers satisfied with materials)	15 th April 2025: SDC Refused , 2 grounds. (Harm to the character and appearance of the Conservation Area, loss of on-street parking and lack of impact assessment, highway safety concerns)
25/00290/HOUSE	16 Filmer Lane – Northern	Cllr Shea	24th February 2025: STC recommended approval.	14 th April 2025: SDC Granted, 4 conditions.
25/00320/HOUSE	29 Croft Way – Kippington	Cllr Daniell	24th February 2025: STC recommended approval.	23 rd April 2025: SDC Granted, 4 conditions.
25/00369/HOUSE	5 Hillingdon Avenue – Eastern	Cllr Ancrum	10th March 2025: STC recommended approval, 2 conditions.	17 th April 2025: SDC Granted, 3 conditions.
25/00380/LBCALT	The Hardware Centre, 36-42 London Road – Town	Cllr Willis	24th February 2025: STC recommended approval , 1 condition. (Planning Officer satisfied with design and materials) 24th March 2025:	15 th April 2025: SDC Refused , 1 ground. (Insufficient detail and impact assessment, failure to conserve or enhance character of a listed building)

			STC recommended approval , 1 condition. (Conservation Officer satisfied)	
25/00424/FUL	8 Vine Court Road – Eastern	Cllr Clayton	10th March 2025: STC recommended approval, 1 condition, 1 informative.	14 th April 2025: SDC Granted, 2 conditions.
25/00472/FUL	144A London Road – Town	Cllr Willis	10th March 2025: STC recommended approval , 2 conditions. (Planning Officer satisfied with materials and subdivision of the property)	23 rd April 2025: SDC Refused , 1 ground. (insufficient level of outlook for future occupiers and loss of privacy to neighbours)

Planning Applications to be Considered

Planning Applications received to be considered on 06 May 2025

1	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00126/ADV	Christopher Park 14/05/2025	Cllr Willis	Howard Sharp And Partners
<i>Case Officer</i>				
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Generational Planning Group (Ms G Chick)			7 Dorset Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/04/25
Stag sign above the fascia with informational signs below but the existing signs on each side of the door will be removed.				
<i>Web link</i>	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SQ6Y1HBKLN400			

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00243/HOUSE	Christopher Park 20/05/2025	Cllr Gustard	Carmen Austin Architecture Ltd
<i>Case Officer</i>				
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
G Krishna and S Ray		Rosewood Lodge	35A Oakhill Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				28/04/25
Side extension with pool. Removal of existing balcony to be replaced with new balcony. Loft conversion with rooflights and dormers. New porch. New velux sun tunnel. PV panels to rear of existing garage. Alteration to fenestration. Internal changes.				
<i>Web link</i>	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SQ667BKLWL00			

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00393/CONVAR	Stephanie Payne 14/05/2025	Cllr Granville	N/A
<i>Case Officer</i>				
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Pennard Practice Ltd			26-28 Pembroke Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/04/25
25/00393/CONVAR - Amended plan				
Variation of conditions 7, 8 & 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				
A summary of the main changes are set out below:				
Further information regarding lighting has been provided in relation to environmental health's comments. Additionally, the proposal description has been altered to state 'variation' rather than 'removal' of the conditions listed.				
<i>Web link</i>	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SRKY5WBKM7Q00			

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00627/FUL	Anna Horn 11/05/2025	Cllr Willis	UPP Architects + Town Planners

Planning Applications to be Considered

Planning Applications received to be considered on 06 May 2025

<i>Case Officer</i>			
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr A Feldman		67, 67a, 67b, 67c London Road	Town
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
			17/04/25
A roof extension with dormer windows to facilitate 3 residential units (Class C3) and reinstallation of 7 heritage style-windows, cycle and bin storage.			
<i>Web link</i>	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SSNU0WBKMMW00		

5	Plan Number	Planning officer	Town Councillor	Agent
	25/00647/HOUSE	Abbey Aslett 10/05/2025	Cllr Dr Dixon	Sevenoaks Plans Ltd
Case Officer				
Applicant		House Name	Road	Locality
Mr & Mrs Harris		Stamford Bungalow	67 St Johns Road	St Johns
Town		County	Post Code	Application date
				16/04/25
25/00647/HOUSE - Amended plan				
Raising of the roof and the creation of a new storey to the dwelling. Alterations to internal layout. Alterations to fenestration. Extension to terrace.				
A summary of the main changes are set out below:				
Change in description to better reflect the proposed development.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SSRJCUCKMOM00			

6	Plan Number	Planning officer	Town Councillor	Agent
	25/00825/HOUSE	Christopher Park 14/05/2025	Cllr Skinner	Carmen Austin Architecture Ltd
Case Officer				
Applicant		House Name	Road	Locality
Mr & Mrs Patterson			16 Vine Avenue	St Johns
Town		County	Post Code	Application date
				22/04/25
Loft conversion. Demolition to existing side garage and green house. Creating a widened side path. Side and rear extension. Solar Panels. Alteration to fenestration. New Porch and new rooflights. New gates. Electric charging point. Landscaping.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=STN0SJBKN2N00			

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00839/HOUSE	Summer Aucoin 10/05/2025	Cllr Wightman	BVDS Architects

Planning Applications to be Considered

Planning Applications received to be considered on 06 May 2025

Case Officer			
Applicant	House Name	Road	Locality
Mr C Evans	Quarries	Parkfield	Wilderness
Town	County	Post Code	Application date
			16/04/25
Alterations to side and rear glazing, addition of new rooflight to rear roof, solar panels to front roof slope and battery in garage, new external side canopy and repainting of existing timber windows in new colour.			
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=STOVGJBKN3T00		

8	Plan Number	Planning officer	Town Councillor	Agent
	25/00871/HOUSE	Summer Aucoin 20/05/2025	Cllr O'Hara	Designitude Associated LTD
Case Officer				
Applicant		House Name	Road	Locality
Mr Pavitt			14 Lake View Road	Northern
Town		County	Post Code	Application date
				28/04/25
Double storey rear extension and new single storey rear extension with rooflights. New rooflight to existing roof.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=STQQ1VBKFFX00			

9	Plan Number	Planning officer	Town Councillor	Agent
	25/00978/FUL	Samantha Yates 16/05/2025	Cllr Dr Dixon	Robinson Escott Planning
Case Officer				
Applicant		House Name	Road	Locality
Sevenoaks Plans		Land Rear of	26 St James Road	St Johns
Town		County	Post Code	Application date
				24/04/25
Demolition of existing garage. Erection of 5no. apartments with access, cycle parking and landscaping. Associated works.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SU3LY6BKFLU00			

10	Plan Number	Planning officer	Town Councillor	Agent
	25/00979/ADV	Abbey Aslett 08/05/2025	Cllr Shea	Alder King Planning Consultants
Case Officer				
Applicant		House Name	Road	Locality
Wildstone Estates Ltd		Shell	128 Seal Road	Northern
Town		County	Post Code	Application date
				14/04/25
Freestanding D6 digital advertisement.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SU3LYTBKFLX00			

Planning Applications to be Considered

Planning Applications received to be considered on 06 May 2025

11	Plan Number	Planning officer	Town Councillor	Agent
	25/00992/HOUSE	Stephanie Payne 15/05/2025	Cllr Shea	N/A
Case Officer				
Applicant				
Mr A Wood				
House Name				
Road				
24 Lambarde Road				
Locality				
Northern				
Town				
County				
Post Code				
Application date				
23/04/25				
Part two-storey, part first floor, side extension with dormers. Alterations to fenestration.				
Web link				
https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?keyVal=SU5AA1BK0LO00&activeTab=summary				

12	Plan Number	Planning officer	Town Councillor	Agent
	25/00997/HOUSE	Summer Aucoin 08/05/2025	Cllr Clayton	Kent Building Control Ltd
Case Officer				
Applicant				
A Vroom				
House Name				
Road				
2 Serpentine Road				
Locality				
Eastern				
Town				
County				
Post Code				
Application date				
14/04/25				
Garage conversion, alterations to fenestration, replacement roof to existing conservatory, lean-to timber shed, alterations to ground levels in the rear garden, new retaining wall and extension to patio area. Extension to existing block paving to create additional parking space to the front driveway.				
Web link				
https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SU5GR2BKFO000				

13	Plan Number	Planning officer	Town Councillor	Agent
	25/01019/HOUSE	Christopher Park 10/05/25	Cllr Daniell	Mr Oliver Holt
Case Officer				
Applicant				
S Graham				
House Name				
Road				
41 Garth Road				
Locality				
Kippington				
Town				
County				
Post Code				
Application date				
16/04/25				
Erection of a double-storey front and side extension, roof alterations and rooflight. Landscaping and other associated works.				
Web link				
https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUCVGLBKFGQ00				

14	Plan Number	Planning officer	Town Councillor	Agent
	25/01022/HOUSE	Summer Aucoin 15/05/2025	Cllr Camp	Hampton Surveying
Case Officer				
Applicant				
Mr P Darroch				
House Name				
Road				
11 Egdean Walk				
Locality				
St Johns				
Town				
County				
Post Code				
Application date				
23/04/25				
Single storey front extension. Convert garage into a habitable room. 4 new roof lights on the rear lean to roof				
Web link				
https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUCVI0BKFM00				

Planning Applications to be Considered

Planning Applications received to be considered on 06 May 2025

15	Plan Number 25/01024/HOUSE	Planning officer Summer Aucoin 10/05/2025	Town Councillor Cllr Dr Canet	Agent Freedom Homes Architects
Case Officer				
Applicant O Ogun		House Name	Road 50 Robyns Way	Locality Northern
Town		County	Post Code	Application date 16/04/25
Double storey side extension following the demolition of the existing garage, and alterations to the fenestration.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=constraints&keyVal=SUCVIVBKFFQQ00			

16	Plan Number 25/01034/HOUSE	Planning officer Abbey Aslett 11/05/2025	Town Councillor Cllr Gustard	Agent Kent Building Control Ltd
Case Officer				
Applicant Mr J Albuquerque		House Name The Oaks	Road Little Julians Hill	Locality Kippington
Town		County	Post Code	Application date 17/04/25
Replacement roof with removal of part metal railings.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUEPZ2BKFFRC00			

17	Plan Number 25/01132/HOUSE	Planning officer Abbey Aslett 16/05/2025	Town Councillor Cllr Camp	Agent Coleman Anderson Architects
Case Officer				
Applicant M Deakins		House Name	Road 2 St Georges Road	Locality St Johns
Town		County	Post Code	Application date 24/04/25
New Car Port.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUTJD8BKFYP00			

18	Plan Number 25/01135/HOUSE	Planning officer Abbey Aslett 16/05/2025	Town Councillor Cllr Ancrum	Agent Harringtons 2006
Case Officer				
Applicant Mr G Lloyd		House Name	Road 34 Wilderness Mount	Locality Eastern
Town		County	Post Code	Application date 24/04/25
To demolish the existing garage and construct a new garage with home office above with a dormer and rooflight.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUTJEYBKFFV00			

Planning Applications to be Considered

Planning Applications received to be considered on 06 May 2025

19	Plan Number	Planning officer	Town Councillor	Agent
	25/01171/ADV	Anna Horn 20/05/2025	Cllr Granville	N/A
Case Officer				
Applicant		House Name	Road	Locality
Bauer Media Outdoor UK Limited		Bus Shelter 3209 0007 Outside	Station Parade, London Road	Town
Town		County	Post Code	Application date
				28/04/25
Replace existing Double-sided internally illuminated 6-sheet Bus Shelter advertising displays with Double-sided digital displays.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SV4N5NBKG1000			