



Tuesday 30th September 2025

You are hereby summoned to attend a meeting of the **Planning & Environment Committee** to be held in the **Council Chamber, Town Council Offices, Bradbourne Vale Road, TN13 3QG** on **Monday 6th October 2025 at 7pm.**

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 proceedings of this meeting will be streamed live to YouTube for the public to watch via the following link: <https://youtube.com/live/MivJ281pNWM> 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 wishing to address the Council Meeting should notify the Town Council by 12 noon on the day of the meeting. 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](#).

Responsible Finance Officer / Deputy 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 Libby Ancrum	Cllr Sally Layne
Cllr Sue Camp (Chair)	Cllr Lise Michaelides
Cllr Dr Marilyn Canet	Cllr Lionel O'Hara
Cllr Tony Clayton – Mayor	Cllr Claire Shea – Leader
Cllr Catherine Daniell – Deputy Leader	Cllr David Skinner OBE (Vice Chair)
Cllr Dr Peter Dixon	Cllr Nicholas Varley
Cllr Victoria Granville – Deputy Mayor	Cllr Gareth Willis
Cllr Chloe Gustard	Cllr Nigel Wightman

PUBLIC QUESTIONS

To enable any representation or questions previously submitted by members of the public 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 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 5-12) To receive and agree the AMENDED minutes from the Planning & Environment Committee Meeting held on 22nd September 2025, with note that these have been revised since original circulation to correct the following: <ul style="list-style-type: none"> • Updated page numbers • Corrected resolution for West Kent Housing Association Public Consultation Comments (Minute Number 354c) • Clarification of original recommendation for refusal of the planning application referenced 25/02158/FUL: Knole Field, Blackhall Lane which was LOST AT THE VOTE and overturned by a recommendation for approval (Minute Number 356b, Plan no. 5)
5	UPDATE ON COMMUNITY ASSETS NOMINATED BY SEVENOAKS TOWN COUNCIL (Pages 13-17) To receive and note a report providing update on the progress of several local buildings and locations which the Town Council has resolved to nominate as Assets of Community Value, for registration of Sevenoaks District Council. This includes notice of two recently successful registrations and their corresponding decision letters, as well as notice that two further nominations comprising The Shambles and Hollybush Recreation Ground have been submitted.

6	<p>SEVENOAKS DISTRICT COUNCIL PROPOSAL TO REMOVE PARCELS FROM THE TOWN COUNCIL'S COMMUNITY ASSET NOMINATION OF HOLLYBUSH RECREATION GROUND (Pages 19-21)</p> <p>a) To receive and discuss a proposal from Sevenoaks District Council that the below detailed parcels be removed from the Town Council's nomination of Hollybush Recreation Ground as an Asset of Community Value. To note in addition that a letter from the Hollybush Residents Association has since been received in relation to the District Council's proposal, requesting that the Town Council insist upon retaining the upper bowling green:</p> <ul style="list-style-type: none"> • The upper bowling green (part of Title Number K938783); • The SDC Depot (part of Title Number K938783); • The eastern parcel of land lying to the west of Seal Hollow Road (part of Title Number K329525); and • The area of land to the rear of 9 – 12 The Paddocks (part of Title Number K735171) <p>b) To discuss and agree a response to the District Council's request to remove the above four parcels from its nomination of Hollybush Recreation Ground as an Asset of Community Value.</p>
7	<p>EAST TO WEST CYCLING ROUTE - CONFIRMATION OF LAUNCH EVENT DETAILS</p> <p>To note the following details of Sevenoaks District Council's planned launch event for its joint venture with Kent County Council to deliver a two-mile East to West walking, wheeling and cycling route:</p> <ul style="list-style-type: none"> • 12:30pm until 1:45pm on Saturday 11th October 2025 - event launch at the Sevenoaks Education Campus - including free cycle repair workshop, police bike marking and information stalls • 1:15pm - opening ceremony • 1:30pm and 2pm - group bike rides to set off, led by police officers and concluding at Brittain's Common • Brittain's Common event including coffee van and limited giftbag giveaway to conclude at 2:45pm
8	<p>STREET NAMING AND NUMBERING - NOTIFICATION OF NEW ADDRESS (Pages 23-25)</p> <p>To receive notice of name and plans of the new dwelling being built at Land South of 65 Kippington Road. The new address has been amended to Bulimba, 65A Kippington Road.</p>
9	<p>KENT COUNTY COUNCIL REQUEST FOR A MEMORANDUM OF UNDERSTANDING REGARDING CYCLE ACCESS ACROSS BRITTAINS COMMON</p> <p>a) To receive notice that Kent County Council has proposed that a Memorandum of Understanding (MoU) be signed between the Town Council and the Local Highway</p>

	<p>Authority, formalising cooperative intentions between both parties' in relation to maintaining the East to West cycling route across Brittain's Common. This includes clarification of Kent County Council's (and any successor's) responsibility to maintain the cycle route's surface and signage, and the Town Council's responsibility to maintain usual landowner responsibilities regarding flytipping and vegetation, as well as facilitating access to the site.</p> <p>b) To discuss and agree whether a MoU is acceptable, with note that the Town Council's solicitor has also been consulted for a legal opinion.</p>
10	<p>KENT COUNTY COUNCIL CABINET MEMBER FOR HIGHWAYS & TRANSPORT RESPONSE TO TOWN COUNCIL 20MPH SPEED INDICATOR DEVICE REQUEST (Pages 27-30)</p> <p>To receive and note correspondence received from Kent County Council's Cabinet member for Highways & Transport, in response to the Planning & Environment Committee's request for the County Council to reconsider its policy against allowing Speed Indicator Devices and Vehicle Activated Signs on 20mph roads. A copy of the Town Council's original enquiry is attached for reference.</p>
11	<p>CURRENT MATTERS REPORT (Pages 31-40)</p> <p>To receive and note the Current Matters report, which summarises and provides any relevant updates on live projects of the Planning & Environment Committee - with particular note of the update under flooding roundtable discussions, which reports of Thames Water's clarification that the potential need for a sewage treatment work in Sevenoaks is not projected for further investigation until 2035.</p>
12	<p>PLANNING APPLICATIONS (Pages 41-43)</p> <p>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.</p> <p>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.</p> <p>b) The meeting will be reconvened to consider planning applications received during the two weeks ending 29th September 2025.</p>
13	<p>PRESS RELEASES</p> <p>To consider any item in this report that would be appropriate for a press release.</p>

Sevenoaks Town Council

**AMENDED Minutes of the meeting of the Planning & Environment Committee
Held on Monday 22 September 2025 in the Council Chamber, Town Council Offices, TN13
3QG**

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

<https://youtube.com/live/Q40hslnc874>

Meeting commenced: 19:00

Meeting Concluded: 19:58

Present:

Committee Members

Quorum minimum of six members

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

Also in attendance:

Town Clerk

Open Spaces & Leisure Committee Clerk

0 Members of the Public

PUBLIC QUESTION TIME

None.

349 - APOLOGIES FOR ABSENCE

As above.

350 - REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

351 - DECLARATIONS OF INTEREST

Representation was received by all Councillors, in support of the following application:

- [Plan no. 5] 25/02158/FUL – Knole Field, Blackhall Lane

352 - MINUTES

The Committee received the MINUTES of the Planning & Environment Committee Meeting held 8th September 2025.

Sevenoaks Town Council

It was RESOLVED that the minutes be approved.

353 - SEVENOAKS ADULT EDUCATION CENTRE EXPIRY OF MORATORIUM

The Committee received notice that the Sevenoaks Adult Education Centre (Hatton House) had been listed on the open market by Kent County Council, following conclusion of the six month moratorium period initiated by the Town Council's Expression of Interest.

354 - WEST KENT HOUSING ASSOCIATION PUBLIC CONSULTATION ON PROPOSED GREATNESS LANE REGENERATION

a) The Committee received notice that West Kent Housing Association is consulting on its emerging proposals to redevelop 33-47 Mill Lane flats, Abacus warehouse and surrounding garages into 29 new affordable homes.

b) It was noted that further details on the consultation are available to view via the following webpage:

<https://www.westkent.org/find-a-home/greatness-lane-sevenoaks>

c) Councillors commended the quality of the public consultation and expressed their anticipation for receiving further details via a formal planning application. It was **RESOLVED** that the Council's appreciation be conveyed to West Kent Housing Association, and that a response to their proposals be deferred pending validation and consultation of a formal planning application by the Local Planning Authority.

355 - SEVENOAKS DISTRICT COUNCIL LOCAL PLAN UPDATE AND NEW PROPOSED DEVELOPMENT SITES

a) The Committee received notice that Sevenoaks District Council had published draft proposals for its Emerging Local Plan - including potential development sites identified via its recent Call for Sites - for approval of its Development and Infrastructure Advisory Committee on 23rd September 2025. It was noted that this included proposed consultation dates of 23rd October 2025 to 11th December 2025, when opportunity to comment on the proposals would be launched.

b) It was noted that further details were available on the District Council's website.

356 - PLANNING APPLICATIONS

a) No members of the public registered to speak on individual applications.

Sevenoaks Town Council

b) The Committee considered planning applications received during the two weeks ending 15th September 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

357 - PRESS RELEASES

None.

There being no further business the Chair closed the Meeting.

Signed Dated
Chair

DRAFT

Planning applications Considered

Applications considered on 22-09-25

1	Plan Number	Planning Officer	Town Councillor	Agent
	25/00978/FUL	Stephanie Payne	Cllr Dr Dixon	Robinson Escott Planning
	Applicant	House Name	Road	Locality
	Sevenoaks Plans	Land Rear of	26 St James Road	St Johns
Amended Plan Description: Demolition of existing garage. Erection of 5no. apartments with access, cycle parking and associated landscaping. Associated works. A summary of the main changes are set out below: Some structural and foundation details have been provided. Additional BNG clarification has been submitted. //Additional amendment received 8 th September 2025 with the following description: Structural information with some extra tree clarification has been provided.//				
Comment: Sevenoaks Town Council recommended refusal on the grounds that the proposed development would be cramped and overdeveloped particularly in three storeys.				

2	Plan Number	Planning Officer	Town Councillor	Agent
	25/01445/REM	Nicola Furlonger	Cllr Shea	David Lock Associates
	Applicant	House Name	Road	Locality
	Tarmac Trading Limited	Sevenoaks Quarry	Bat and Ball Road	Seal (Adjoining Northern)
Description: Reserved matters application for the approval of access, appearance, landscaping, layout and scale in respect of the 'Barn Area' pursuant to planning permission 22/00512/OUT - An outline planning application for: up to 800 residential dwellings (Class C3), up to 150 residential institutional units (Class C2), business, retail, leisure and sports uses (Class E); new primary school (Class F1); community uses (Class F2), re-use of former Oast House, reuse or demolition and replacement of barn off Childsbridge Lane, green open spaces including parks, play spaces, ecological areas and woodlands; vehicular accesses from Bat and Ball Road, Childsbridge Lane and Farm Road; associated infrastructure, groundworks and demolition; with all matters reserved. //Additional amendment letter received 12 th September 2025 with the following description: Proposal description amended for clarity noise assessment report updated.//				
Comment: Sevenoaks Town Council recommended not to comment as outside of parish.				

Planning applications Considered

Applications considered on 22-09-25

3	Plan Number	Planning Officer	Town Councillor	Agent
	25/01785/FUL	Christopher Park	Cllr Camp	Coleman Anderson Architects
	Applicant	House Name	Road	Locality
	Mr & Mrs Munns	South Craig	6 Kincraig Drive	St Johns
Description: Replacement dwelling with patio area. Solar panels to roof. Roof lights to west elevation roof and extension. Hard and soft landscaping including a new parking layout. Bin store. Fencing and gate. //Additional amendment letter received 12 th September 2025 with the following description: The proposed plans are now viewable.//				
Comment: Sevenoaks Town Council recommended approval provided the Planning Officer was happy with the proposed materials to be used and recommendations within Aboricultural and Ecological Reports are followed. Informative there is no East Elevation drawing provided.				

4	Plan Number	Planning Officer	Town Councillor	Agent
	25/02033/HOUSE	Abbey Aslett	Cllr Daniell	Coleman Anderson Architects
	Applicant	House Name	Road	Locality
	Mr & Mrs Stamp	Faircrouch	22 Oakhill Road	Kippington
Description: Demolition of existing rear extension and conservatory and erection of new single-storey rear extension with rooflights and canopy with associated hardscaping. Garage conversion and first floor side extension. Alterations to fenestration. Loft conversion with dormer windows and rooflights. Erection of new garage with rooflights. Associated landscaping.				
Comment: Sevenoaks Town Council recommended approval provided the Conservation Officer is satisfied with the materials used.				

5	Plan Number	Planning Officer	Town Councillor	Agent
	25/02158/FUL	Summer Aucoin	Cllr Wightman	Willow Town and Country Planning Ltd
	Applicant	House Name	Road	Locality
	Mr & Mrs Hogg	Knole Field	Blackhall Lane	Wilderness
Amended plan Description: Demolition of existing dwelling and outbuildings, erection of replacement dwelling, replacement garage with ancillary accommodation, garden pavilion/pool house with				

Planning applications Considered

Applications considered on 22-09-25

green roof and plunge pool. Sunken seating area. Associated landscaping. New permeable driveway with additional parking and new entrance gates.

A summary of the main changes are set out below:

The planning agent has provided an updated Tree Survey & Arboricultural Impact Assessment, and provided further elevational plans.

Comment:

A recommendation for refusal on one ground and with one informative was made, seconded, and LOST AT THE VOTE.

Sevenoaks Town Council recommended approval.

6	Plan Number	Planning Officer	Town Councillor	Agent
	25/02166/HOUSE	Christopher Park	Cllr Daniell	LDR Design
	Applicant	House Name	Road	Locality
	R Phipps		49 The Rise	Kippington
Description: Replace existing pitched roof of garage and canopy with new flat roof. Replace tile hanging with render including the introduction of stop bell drips. Replace single front door with new double door.				
Comment: Sevenoaks Town Council recommended approval				

7	Plan Number	Planning Officer	Town Councillor	Agent
	25/02253/HOUSE	Samantha Yates	Cllr Clayton	Stephen Langer Associated Limited
	Applicant	House Name	Road	Locality
	R Greene and V Hooker	Kent Cottage	Wilderness Mount	Eastern
Description: Demolish existing single-storey side projection, to be replaced with new single-storey side extension. Internal alterations to ground, first, and second floors. Repair windows and replace two windows. Demolish existing greenhouse to be replaced with garden office building.				
Comment: Sevenoaks Town Council recommended approval provided SDC's Conservation Officer is satisfied that the alterations preserve and enhance this important Baillie Scott building.				

8	Plan Number	Planning Officer	Town Councillor	Agent
	25/02299/HOUSE	Summer Aucoin	Cllr Clayton	Baxtian Construction Ltd
	Applicant	House Name	Road	Locality
	Ms K Neame		2 Holmesdale Road	Eastern
Description:				

Planning applications Considered

Applications considered on 22-09-25

Demolition of existing single storey rear extension and construction of a replacement single storey rear extension with roof lantern.

Comment:

Sevenoaks Town Council recommended approval.

9	Plan Number	Planning Officer	Town Councillor	Agent
	25/02332/HOUSE	Summer Aucoin	Cllr Dr Dixon	Resi Design Ltd
	Applicant	House Name	Road	Locality
	T Bond		69 Camden Road	St Johns
Description: Ground floor side/rear infill extension with internal alterations and rooflights.				
Comment: Sevenoaks Town Council recommended approval				

10	Plan Number	Planning Officer	Town Councillor	Agent
	25/02368/FUL	Samantha Yates	Cllr Dr Dixon	Robinson Escott Planning
	Applicant	House Name	Road	Locality
	Portman Homes Ltd		73-75 Bradbourne Park Road	St Johns
Description: Erection of 5 dwellings, hard and soft landscaping including access and parking for 10 cars. Sheds for each property. Package pumping stations and Attenuation tank.				
Comment: Sevenoaks Town Council recommended approval provided that the Planning Officer is satisfied that <ul style="list-style-type: none"> • The number of new units does not represent overdevelopment, particularly in providing sufficient outdoor amenity for four-bedroom houses • The BNG are robust • The Conservation Officer agreed that there will be minimal impact on the heritage assets nearby. Informative: if the driveways and hardstanding could be converted from impermeable to permeable materials this could mitigate surface water drainage issues.				

11	Plan Number	Planning Officer	Town Councillor	Agent
	25/02421/HOUSE	Abbey Aslett	Cllr Camp	LPR Design
	Applicant	House Name	Road	Locality
	Mr P & S Glanfield	Firtrees	26 St Georges Road	St Johns
Description: Proposed two storey front extension. Single storey rear extension. Internal alterations.				
Comment:				

Planning applications Considered

Applications considered on 22-09-25

Sevenoaks Town Council recommended approval provided the Planning Officer is satisfied that there is no undue overlooking from the large two-storey front windows.

12	Plan Number	Planning Officer	Town Councillor	Agent
	25/02425/HOUSE	Christopher Park	Cllr Gustard	Robinson Escott Planning
	Applicant	House Name	Road	Locality
	Y Corp		55 Oakhill Road	Kippington
Description: The erection of a two storey front and side extension. Conversion of loft into a habitable space. Alterations to the internal layout and external fenestration.				
Comment: Proposed by Cllr Daniell with Cllr Gustard's apologies: Sevenoaks Town Council recommended approval				

DRAFT

Agenda Item 5**Update on Community Assets Nominated by Sevenoaks Town Council**

Sevenoaks Town Council has submitted a number of community asset nominations to the District Council throughout recent years, and Officers continue to work through a list of additional assets proposed for nomination via the Planning & Environment Committee.

Below is an update on the progress of asset of community value nominations which the Sevenoaks Town Council has resolved to submit, with two nominations having been approved since the last update to the Planning & Environment Committee and a further and two nominations having been submitted.

Oakhill Road scout site (1 st)	Successfully registered 23/09/2025
Mill Lane Scout Hut (4 th)	Successfully registered 24/09/2025
The Shambles	Submitted 11/09/2025 Decision due 06/11/2025
Hollybush Recreation Ground & associated assets	Submitted 30/07/2025 Decision due 07/10/2025* *With agreed decision extension to allow Committee decision on SDC parcel-exclusion request.
Sevenoaks Hospital	Pending nomination
Post Office / Sorting Office	Pending nomination
Sevenoaks Magistrate Court	Pending nomination
Sevenoaks Bus Station, Café and Public toilets	Pending nomination
Sevenoaks Leisure Centre	Pending nomination
Woodland opposite Nos 36-74 Hillingdon Avenue	Pending nomination
Sevenoaks Environmental Park, play area and open space	Pending nomination
Mill Pond	Pending nomination
West Kent Mind premises at 28-34 St John's Road	Pending nomination



Georgie Elliston
Sevenoaks Town Council
Town Council Offices
Bradbourne Vale Road
Sevenoaks
TN13 3Q

Tel No: 01732 227000
Ask for: Sarah Godman
Email: community.rights@sevenoaks.gov.uk
My Ref: CRtB 106 – 1st Sevenoaks Scouts Hut,
57 Oakhill Road, Sevenoaks, TN13
1NT

Your Ref:
Date: 23rd September 2025

Dear Georgie

I am writing to inform you that Sevenoaks District Council has reached its decision on the nomination by Sevenoaks Town Council for the 1st Sevenoaks Scouts Hut to be considered an Asset of Community Value.

Based on the information provided to us it has been decided that the nomination has been successful and the 1st Sevenoaks Scouts Hut will be listed. The Council concludes that the current use of the amenity furthers the social wellbeing, cultural, sporting and recreational interests of the community. The Council also concludes that it is reasonable to think that the asset will continue to do so in the future.

The 1st Sevenoaks Scouts Hut will be added to the list of Assets of Community Value, available to view on the Sevenoaks District Council website at www.sevenoaks.gov.uk/righttobid or a free copy of the list can be provided by contacting the Council on the details set out above.

The right to request a review of the Council's decision is reserved by section 92(1) of the Localism Act 2011 to the owner of the asset. The request must be made in writing and received by 18th November 2025, eight weeks from the date of this letter.

Section 92 of the Localism Act 2011 and The Assets of Community Value (England) Regulations 2012 provides further information on the review process.

The listing remains in place for a period of five years from the date of this letter.

Chief Executive: Dr. Pav Ramewal

Council offices
Argyle Road
Sevenoaks
Kent TN13 1HG

t 01732 227000
e information@sevenoaks.gov.uk
DX30006 Sevenoaks
www.sevenoaks.gov.uk

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If you have any questions, or would like any further information about the Right to Bid please do not hesitate to contact me on the details set out above.

Kind regards,

S Godman

Sarah Godman
Transformation & Strategy
Sevenoaks District Council



Georgie Elliston
Sevenoaks Town Council
Town Council Offices
Bradbourne Vale Road
Sevenoaks
TN13 3Q

Tel No: 01732 227000
Ask for: Sarah Godman
Email: community.rights@sevenoaks.gov.uk
My Ref: CRtB 107 – 4th Scouts Hut, Mill Lane,
Sevenoaks, TN14 5BU
Your Ref:
Date: 24th September 2025

Dear Georgie

I am writing to inform you that Sevenoaks District Council has reached its decision on the nomination by Sevenoaks Town Council for the 4th Scouts Hut, Mill Lane, Sevenoaks, TN14 5BU to be considered an Asset of Community Value.

Based on the information provided to us it has been decided that the nomination has been successful and the 4th Scouts Hut will be listed. The Council concludes that the current use of the amenity furthers the social wellbeing, cultural and recreational interests of the community. The Council also concludes that it is reasonable to think that the asset will continue to do so in the future.

The 4th Scouts Hut will be added to the list of Assets of Community Value, available to view on the Sevenoaks District Council website at www.sevenoaks.gov.uk/righttobid or a free copy of the list can be provided by contacting the Council on the details set out above.

The right to request a review of the Council's decision is reserved by section 92(1) of the Localism Act 2011 to the owner of the asset. The request must be made in writing and received by 19th November 2025, eight weeks from the date of this letter.

Section 92 of the Localism Act 2011 and The Assets of Community Value (England) Regulations 2012 provides further information on the review process.

The listing remains in place for a period of five years from the date of this letter.

Cont.....

Chief Executive: Dr. Pav Ramewal

Council offices
Argyle Road
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t 01732 227000
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If you have any questions, or would like any further information about the Right to Bid please do not hesitate to contact me on the details set out above.

Kind regards,

S Godman

Sarah Godman
Transformation & Strategy
Sevenoaks District Council

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Agenda Item 6

Request from Sevenoaks District Council for the four parcels to be removed from the Town Council's nomination of Hollybush Recreation Ground

The below communication displayed in italics was received from the Assistant Chief Executive of Sevenoaks District Council on 22nd September 2025, in relation to the Town Council's nomination of Hollybush Recreation Ground as an Asset of Community Value.

The Planning & Environment Committee is asked to consider and agree a response to the request, with note of the following:

- That a letter has since been received from the Hollybush Residents Association requesting that the Town Council insist upon retention of the upper bowling green in its nomination as an Asset of Community Value, and
- That, for the upper bowling green to be secured in any subsequent registration, an evidenced argument will need to be made demonstrating that the green's **main use** now, or in the "recent past" has contributed to the social wellbeing or cultural, recreational or sporting interests of the local community, and that this use will continue. If an asset has contributed to any of the above in the recent past but no longer does, an evidenced argument must be made that it can reasonably be predicted to return to delivering these community benefits **within the next five years**.

***From:** Lee Banks*

***Sent:** 22 September 2025 17:04*

***To:** Sevenoaks Town Planning <planning@sevenoakstown.gov.uk>*

***Cc:** Community Rights <Community.Rights@sevenoaks.gov.uk>*

***Subject:** Update - Asset of Community Value - Hollybush*

Dear Georgie,

I just wanted to make you aware, that having considered all of the information submitted to us, and following a visit to the site, we'll be issuing the decision on Hollybush Recreation and amenity land on the 24th September 2025.

Unfortunately, we do have concerns with some areas of land within the Hollybush site not meeting the AoCV criteria. We would like to try and avoid causing the application to not be approved and would instead propose to list the area as submitted, but with the following parcels of land excluded:

The upper bowling green (part of Title Number K938783);

The SDC Depot (part of Title Number K938783);

The eastern parcel of land lying to the west of Seal Hollow Road (part of Title Number K329525); and

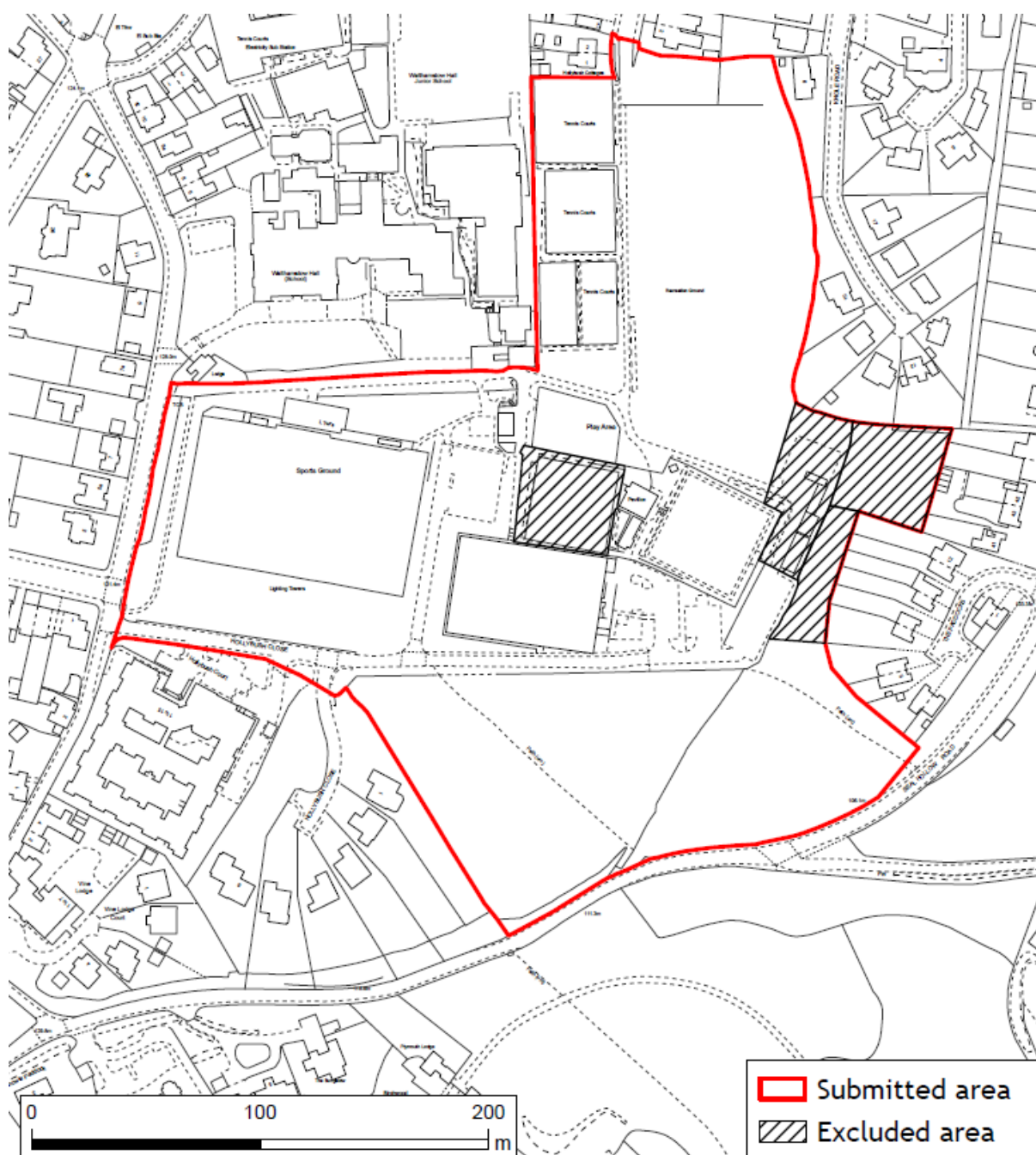
The area of land to the rear of 9 – 12 The Paddocks (part of Title Number K735171).

In all cases we've so far concluded that the land is not accessible for current or recent past community use.

If you have any concerns with this approach, please do let me know.

Kind regards,
Lee

Lee Banks
Assistant Chief Executive
Sevenoaks District Council
www.sevenoaks.gov.uk



Hollybush Residents Association



29th September 2025

Linda Larter

Chief Executive

Sevenoaks Town Council

Dear Chief Executive

Transfer of Community Assets

Hollybush Recreation Ground

We understand that Sevenoaks District Council is proposing the removal of several parcels of land in Hollybush Recreation Ground from your transfer of community assets application.

On behalf of the Hollybush Residents Association I would request you **DO NOT** agree to the removal of the disused upper bowls rink from your application.

Our residents association has made suggestions for the community use of the upper bowls area and I understand that our local District Councillor, Elizabeth Purves, has provided you with evidence of this.

We continue to support your application for the transfer of this community asset including the upper bowls rink.

Yours sincerely



Chairman

Hollybush Residents Association

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Sevenoaks Town Council

Tel No: 01732 227000
Ask for: Street Naming & Numbering
Email: street.naming@sevenoaks.gov.uk
My Ref: 25/00082/NEWDEV
Date: 19th September 2025

Dear Sir/Madam

STREET NAMING & NUMBERING - SECTION 64 TOWN IMPROVEMENTS ACT 1847

Site: Land South Of 65 Kippington Road Sevenoaks Kent

Erection of new detached six bed dwelling at Land South of 65 Kippington Road

We can confirm the new addressing for the above development. Please see details in the table overleaf. Also attached is a plan of the development for your information.

If you have any queries then please contact us.

Yours faithfully

Gaby Bocos

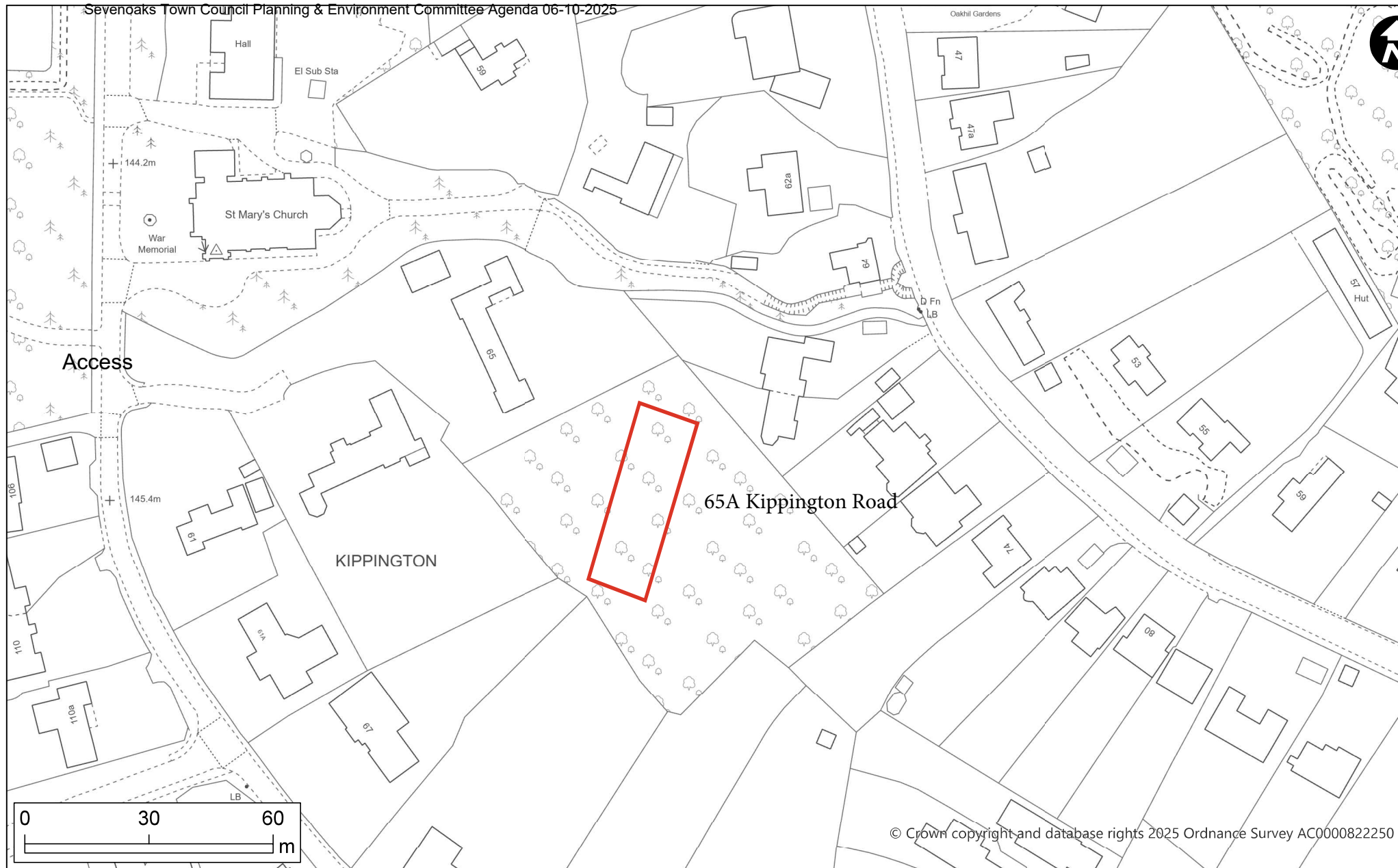
Street Naming & Numbering Officer

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

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Site: Land South Of 65 Kippington Road Sevenoaks Kent

Plot	New Address
Land South Of 65	Bulimba 65A Kippington Road Sevenoaks Kent TN13 2LL



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10th September 2025

Councillor Peter Osborne
Cabinet Member for Highways and Transport
Kent County Council
County Hall
Maidstone
ME14 1XQ

Dear Cllr Osborne,

RE: Request to Amend County Policy on SID / VAS in 20mph Areas

I am writing on behalf of Sevenoaks Town Council's Planning & Environment Committee, to request your support in its appeal for the County Council to review and amend its current policy which prohibits the use of Speed Indicator Devices (SIDs) and Vehicle Activated Signs (VAS) on 20mph roads.

As you are aware, the County's present position is that SIDs and VAS are not permitted in 20mph zones. The latest [Highway Improvement Plan Pack](#) published in Summer 2025 states this to be on the grounds that:

1. The radar unit is not sensitive enough to record speeds as low as 20mph, and
2. 20mph limits are intended to be self-enforcing.

While the Town Council recognises these points, it considers that the prohibition is outdated and counterproductive to the objectives of the [County's 20mph policy](#).

Firstly, the Town Council's investigations have identified that the County's own approved supplier of SIDs and VAS signs (used widely for 30mph roads) also offers models calibrated specifically for 20mph speed limits. These devices are fully capable of detecting and displaying speeds from 20mph upwards, demonstrating that the technological barrier cited is no longer valid.

Secondly, and more importantly, SIDs and VAS are not enforcement tools—they are awareness tools. Their purpose is to remind drivers of the speed limit and encourage voluntary compliance. Research supports this: a study in South London found that SIDs reduced average vehicle speeds by 1.4 mph, with significantly fewer drivers exceeding the limit, and with an influence extending for several hundred metres beyond the device. Even modest reductions in average speed are important; the Department for Transport has found that a 1 mph reduction in urban traffic speeds typically results in a 6% fall in collisions. Kent County Council itself recognises this statistic, underlining the potential life-saving impact of even small improvements.

The benefits of improved compliance with 20mph speed limits are well evidenced. Transport for London reports a 34% reduction in people killed or seriously injured following the adoption of 20mph schemes, while a long-term study across London's 20mph zones found casualty reductions of over 40%, particularly among child pedestrians and cyclists. National guidance also indicates that

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Town Clerk



20mph zones with supportive measures can cut collisions by around 60%, and reduce child injuries by up to two-thirds.

By contrast, where 20mph limits rely solely on static signage, reductions in speed and casualties have been modest. Government-commissioned research on “signs-only” 20mph schemes found average reductions of less than 1 mph, with little measurable impact on casualty rates. The Parliamentary Advisory Council for Transport Safety (PACTS) has highlighted that casualty reductions of about 11% are typical in such schemes, compared with around 40% where supportive measures such as calming or awareness tools are introduced.

Within Kent, there are already excellent examples of Town and County working together to improve compliance without relying on speed humps or heavy engineering. The Faversham 20mph scheme, using features such as gateway signs, planters, and coloured surfacing, has demonstrated how visual cues can positively influence driver behaviour. The use of SIDs and VAS in 20mph zones would be a logical, evidence-based extension of these proven approaches.

In addition, the Town Council regularly receives concerns from residents regarding non-compliance with 20mph limits. The absence of any permitted awareness measures undermines public confidence in the policy and limits our ability to improve compliance. By allowing the use of SIDs and VAS in 20mph zones, the County Council would be giving communities a practical, evidence-based tool to encourage safer driving behaviour and deliver the road safety benefits that the 20mph policy is intended to achieve.

Sevenoaks Town Council therefore respectfully requests that you support its appeal and raise a request for the Cabinet to amend the Kent County Council’s policy to allow the installation and use of SIDs and VAS in 20mph areas. Such a change would align the County with best practice elsewhere, empower Town and Parish Councils to respond constructively to local road safety concerns, and ultimately help improve driver compliance, community confidence, and the safety of all road users.

The Town Council would welcome the opportunity to discuss this further with you and your Officers, and to explore how the County might best pilot or implement this change in Sevenoaks as a case study for wider benefit.

Thank you for your consideration.

Yours sincerely,
Georgie Elliston
Planning Committee Clerk

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

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Town Clerk



Georgie Elliston
(on behalf of Sevenoaks Town Council)

Sent via secure email
planning@sevenoakstown.gov.uk

**Cabinet Member for
Highways & Transport**
Sessions House
Maidstone
Kent
ME14 1XQ

Date: 16 September 2025

Reference: 59926153

Dear Georgie

Thank you for your correspondence regarding the use of electronic warning signs in 20mph zones, I have sought advice on this matter from the Traffic Operations and Technology Team.

There are two distinct types of equipment in use on Kent highways in this regard; fixed Vehicle Activated Signs (VAS) and portable Speed Indicator Devices (SID). Both are valuable driver education tools, but each has a specific use and requirements for installation which are assessed based on the location where the concern exists. I understand that you have researched signs suitable for use in 20mph areas, but any equipment used on (or adjacent to) the public highway must be approved by the local highway authority. Neither of these tools are considered safety critical, enforceable or mandatory, although they are popular with parishes/towns but have little long term impact on speed reduction.

In terms of VAS devices, these are used to remind drivers of the prescribed limit and show a 20 roundel symbol. These are activated by any vehicle exceeding the ACPO enforcement threshold, which would be 24mph on a 20mph road. There are strict rules on the use of VAS, as they are only to be used as a last resort option when all other engineering solutions have been used but a residual speed issue remains based on a full speed survey. Given the likely residential nature of a 20mph zone, there will be difficulty in siting a VAS to minimise disturbance from the sign illumination and maintain a clear line of sight away from parked vehicles. The equipment itself must not distract from other highway hazards such as junctions, bus stops and crossings and cause other indirect safety concerns. Any VAS installed without full consideration of their effectiveness and impact will undermine their benefits as a tool at other locations and conflict with our asset management principles.

Portable SID units, which show actual speed to drivers, are completely different in that they are not a prescribed road sign and must not remain in the same location for more than eight weeks. These still need to be sited correctly to be effective but will also require local volunteers to move the unit regularly and change/charge the battery to keep it operational. The current SID available in Kent is the only fully approved device suitable for use on the highway, although many other manufacturers produce similar

equipment, and other authorities adopt different guidance. Whilst the manufacturer will attest the SID can be used in 20mph areas, it still has several technical weaknesses making it unsuitable for general use in such zones. A limited trial is being conducted in Kent with a SID on a 20mph road but even if successful will not lead to widespread use, as each will be discussed on its merits. Fundamentally, the radar is not focused on a particular vehicle and only detects movement on the approach, so can show erroneous readings from adjacent objects, larger vehicles or fail to detect traffic in some situations. Unlike the Kent Police Speed Watch scheme, where volunteers use calibrated radar units aimed at specific vehicles to give an accurate reading, a SID is not targeted precisely at individual drivers.

A particular feature of the SID used in Kent is that it is designed to prevent drivers from setting their 'high score' and blanks the display above a predefined threshold. In a 30mph zone, the sign activates from 27mph, flashes the speed from 30mph, and then cuts off at 39mph – although does continue to record this data. If the SID were used in a 20mph zone, these boundaries would be lower; activation at 17mph, flashing at 20mph and off at 29mph; therefore, would fail to activate for traffic at 30mph and above.

The creation of 20mph zones does not always require physical calming measures but there are several engineering options that can be introduced as per the Kent Policy, excluding electronic signs. These areas should be self-enforcing, but it may not be possible to achieve appropriate compliance and therefore consideration should be given to whether the 20mph scheme remains viable.

Whilst I sympathise with the aspirations of the Town Council, the current use of electronic warning signs remains a pragmatic approach to maximise their effectiveness, and any concerns with 20mph zones should continue to be discussed with the Highway Improvements staff.

Yours sincerely

Peter Osborne
Cabinet Member for Highways & Transport

County Councillor for Hythe West Division
Kent County Council

Current Matters – for Sevenoaks Town Council’s Planning & Environment Committee 06/10/2024

New items or updates since the last Current Matters report are in [blue font](#).

Items requiring Action by the Committee are highlighted ORANGE. Those awaiting update before they can be actioned are not.

Minute Number and Date	Action	Update/Status
145(e) – bullet point 3 3rd July 2023 (Action agreed)	RESOLVED to request traffic mirrors at:	KCC’s site investigations found no accident data recorded and the locations therefore unviable. Because their data is a year behind and Cllrs are aware of at least two reported accidents within the last year however, KCC have agreed to reinvestigate in April 2024, once their traffic data has been updated. Request made by STC on 9 th April 2024, for data to be re-run and the request reconsidered. Added to Highway Improvement Plan.
335 11th September 2023 (Action delayed by lack of KCC accident data)	<ul style="list-style-type: none"> The junction where Brittain’s Lane meets Oak Lane, Where Burntwood Road meets Ashgrove Road, On Brittain’s Lane where Ashgrove Road meets Oak Lane, 	Planning & Environment Committee agreed to request convex mirror and concealed entrance sign at the entrance of Parkfield. Notice and images received of further car accident on Brittain’s Lane, and the Committee agreed to forward details to KCC.
407(c) 9th October 2023 (Action agreed)	Also a concealed entrance sign on Oak Lane, past Dibden Lane where it approaches Brittain’s Lane and Ashgrove Road.	KCC response via HIP review September 2024 confirmed there are no DfT approved signage for concealed entrances. Recommendation for alternative signage as opposed to mirrors.
403 4th November 2024 (Additional action agreed)	RESOLVED to add the entrance of Parkfield to the list of locations for requested traffic mirrors and a concealed entrance sign.	Images of recent crash (30 th October 2024) sent to KCC with request for potential action to be investigated.
532 27th January 2025 (HIP re-prioritisation agreed)		Restructure of HIP proprieties adopted on 27 th January 2025, with this item placed under “Requires further details or significant funds” August 2025 HIP Officer Nigel Rowe has agreed to pass the request on to Planning & Advice team to investigate whether junction/signage can be improved.

		<div>29th September 2025</div> <div>HIP Officer Nigel Rowe provided an update, where scope for several signage improvements were identified. He has requested these from the operations team and will update on expected timescale and any funding requirements outside of HIP budget in due course.</div>																						
<div>232(c)</div> <div>17th July 2023</div> <div>(Action agreed)</div> <div>14th July 2025</div> <div>(Response to consultation agreed)</div>	<div>To continue working with Otford Parish Council on active travel options between the two parishes.</div>	<div>Working Group membership updated comprising Cllr Clayton, Cllr Shea and Cllr Dr Dixon.</div> <div>Meeting requested by Otford Cllr Simon Featherstone, following update from SDC.</div> <div>Awaiting action from SDC on their proposed Otford to Sevenoaks cycling route.</div> <div>Consultation on draft route published by SDC 6th June 2025, draft response agreed by STC Planning & Environment Committee 14th July 2025 and since submitted.</div>																						
<div>441b</div> <div>29th July 2024</div> <div>(Agreement to nominate Scout huts, Sevenoaks Hospital, Post Office,</div> <div>572</div> <div>24th February 2025</div> <div>(Agreement to nominate Bus Station, Café and Toilets, Leisure Centre, The Shambles, woodland, Environmental</div>	<div>RESOLVED for the following sites to be submitted as Assets of Community Value:</div> <table><tr><td>Oakhill Road scout hut</td></tr><tr><td>Mill Lane scout hut</td></tr><tr><td>Sevenoaks Hospital</td></tr><tr><td>Post Office / Sorting Office</td></tr><tr><td>Bus Station Office, Café and Public Toilets</td></tr><tr><td>Sevenoaks Magistrate Court</td></tr><tr><td>Sevenoaks Leisure Centre</td></tr><tr><td>The Shambles</td></tr><tr><td>Woodland opposite No’s 36-74 Hillingdon Avenue</td></tr><tr><td>Sevenoaks Environmental Park, Play Area and Open Space</td></tr><tr><td>Mill Pond</td></tr></table>	Oakhill Road scout hut	Mill Lane scout hut	Sevenoaks Hospital	Post Office / Sorting Office	Bus Station Office, Café and Public Toilets	Sevenoaks Magistrate Court	Sevenoaks Leisure Centre	The Shambles	Woodland opposite No’s 36-74 Hillingdon Avenue	Sevenoaks Environmental Park, Play Area and Open Space	Mill Pond	<div>Application Status:</div> <table><tr><td>Successful as of 23rd September 2025</td></tr><tr><td>Successful as of 24th September 2025</td></tr><tr><td>Pending</td></tr><tr><td>Pending</td></tr><tr><td>Pending</td></tr><tr><td>Pending</td></tr><tr><td>Pending</td></tr><tr><td>Submitted 11th September, awaiting decision by 6th November 2025</td></tr><tr><td>Pending</td></tr><tr><td>Pending</td></tr><tr><td>Pending</td></tr></table>	Successful as of 23rd September 2025	Successful as of 24th September 2025	Pending	Pending	Pending	Pending	Pending	Submitted 11th September, awaiting decision by 6th November 2025	Pending	Pending	Pending
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<p>Park, Mill Pond, West Kent Mind)</p> <p>611 10th March 2025 (Agreement to nominate Magistrate Court)</p> <p>6th May 2025 (Agreement to nominate Hollybush)</p>	<p>West Kent Mind premises at 28- 34 St John's Road</p> <p>Hollybush Recreation Ground, associated assets & lower field</p>	<p>Pending</p> <p>Decision delayed until 7th October 2025 due to SDC request for four parcels to be removed from nomination. STC Planning & Environment Committee to consider this on 6th October 2025.</p>	
<p>579b 18th December 2023</p> <p>8 2nd April 2024</p> <p>242b 29th July 2024</p> <p>567 24th February 2025</p> <p>106 2nd June 2025</p>	<p>Cllrs requested that KCC and Thames Water be invited to meet with the Town Council to discuss and map the key issues relating to flooding.</p>	<p>Meeting held February with Thames Water, KCC Highways, Cllr Streatfeild, SDC Cllr Leaman and STC/SDC Cllr Shea.</p> <p>Meeting held 26th March 2024 and verbal update provided by Cllr Shea at 2nd April 2024 Planning Committee.</p> <p>Verbal update from Cllr Shea 29th July 2024.</p> <p>Invitation received for Cllrs to attend a site visit at Dartford Road treatment works 20th August 2025.</p> <p>Sewer monitors ordered and awaiting installation in Northern Sevenoaks to gather evidence of surface water impact. Thames Water reported investigating legal action framework for householders connecting surface water to sewers, with Northern Sevenoaks to be in first tranche.</p> <p>Latest meeting held 9th September 2025 with following updates: Sewer monitors have been installed at Mill Lane. Thames Water continue to investigate avenues for rectifying improper connections, with some funding having since been allocated towards this. Process is still being reviewed, but once it is finalised Mill Lane will be within the first tranche of locations for pursuing this.</p>	

		<p>Clarification was sought from Thames Water in relation to spreading speculation that Thames are planning to build a sewage treatment plant in Sevenoaks and discharge the treated water into the Darent Valley river. An Officer was also invited to meet with STC and key stakeholders, including KCC, SDC and the Darent River Preservation Society as per recent request of the Planning & Environment Committee.</p> <p>Thames Water clarified that the potential for a new site is explored in their 25 year plan, which allows for projected growth in housing numbers and additional pressure this will put on the network. A new sewage treatment plant is not estimated to be required until 2035 – at which point Thames Water would then start to look at options. This would be preceded by engagement with key stakeholders. Request was made for Town and Parish Councils as well as the Darent River Preservation Society to be added to this stakeholder list.</p> <p>While the aforementioned roundtable discussions are therefore not yet required, Thames Water Officers agreed that a short presentation to the Planning & Environment Committee, as well as potentially producing a short communication which clarifies this, would be beneficial.</p>
657.c.ii 5th February 2024	RESOLVED to liaise with Kent Wildlife Trust regarding STNP objectives.	Pending
438(3) 30th October 2023	To implement a Town Centre and St John's Hill Masterplan.	<p>Urban Initiatives Studio have been commissioned to complete two separate Masterplans. Stakeholder events held 23rd April 2024 and 30th April 2024.</p> <p>Additional stakeholder events delayed due to general election – awaiting scheduling. Car Parking Study at St Johns to be considered by Finance & Delivery Committee which may cause further delays.</p> <p>Funding for Parking and beat survey approved at F&D Committee. Surveys completed and second Stakeholder events held November 2024.</p> <p>Consultation on draft St Johns Masterplan took place March 2025 for 6 weeks and consultation on draft Town Centre Masterplan commenced 28th July 2025 to conclude 30th September (extended deadline). Masterplan information stall due to be available at 6th September 2025 Street Food Festival.</p> <p>Consultation responses to be forwarded to STC's consultants following conclusion of public consultation for the draft Town Centre Masterplan on 30th September 2025. Urban</p>

		Initiatives will now consider these and make any appropriate amendments to the draft Masterplan and provide STC with a final version of both the St John's Hill Area Masterplan and the Town Centre Masterplan in due course.
440 30th October 2023	To pursue Feasibility Study for a Sevenoaks Dunton Green walking and cycling route, as identified in the STNP.	Phil Jones Associated have been commissioned to produce this. Currently waiting on landowners about potential wayleave conversations in the future. Additional letter sent to landowners on 24 th May 2024. Following publication of SDC's draft Local Plan via its Committee papers, which includes multiple sites through which the route would cross (including that of the landowners which STC has been unable to contact), it is considered more appropriate to request PJA to complete a supportive scoping document to support the route via the Local Plan.
118 20th May 2024 (First Annual Report approved)	Monitoring of STNP policy application in planning application decisions, and actioning of projects .	In progress via STNP / Masterplans Working Group. Second Annual Report is being prepared, delayed due to other projects taking precedence.
635 24th March 2025 (Locations agreed for corner protections and recommendation to Finance & Delivery Committee for funding) 36 14th April 2025 (Funding agreed by F&D Committee) 107 2nd June 2025	STC to pursue provision of additional corner protections at several locations, by way of double yellow lines. To agree these locations and conduct initial informal consultation to gauge level of public support for each proposed location, and to fund the formal consultation (TRO) required by KCC, as well as eventual delivery in the event of a positive consultation response. informally consult on locations proposed to receive further corner protections, followed by finance of a formal TRO and their delivery.	Locations agreed 24 th March 2025, including extension of Letter Box Lane corner protections (see below item for background), with recommendation to F&D Committee to fund this (Estimated cost . £6,959 from CIL underspend approved by F&D Committee, for STC to fund a TRO and delivery of double yellow lines at the agreed locations. 2 nd June 2025: Request from Sevenoaks Primary School to add additional location received and approved, with recommendation to F&D to fund the additional location for additional £100. Consultation to take place on completion of Town Centre Masterplan consultation so as to keep the projects separate.

<p>(Additional location agreed and recommendation to F&C Committee)</p> <p>123 9th June 2025 (Additional funding approved by F&D)</p>		
<p>67 29th April 2024 (Request made to KCC)</p> <p>131 3rd June 2024 (Further details requested by STC)</p> <p>193 1st July 2024 (STC agreed not to pursue additional TRO)</p> <p>339 7th October 2024</p>	<p>Request for Letter Box Lane corner protections to be extended further into the road.</p>	<p>Request made by STC 29th April 2024 for the TRO to be extended.</p> <p>Offer from KCC received 3rd June 2024 for STC to become project promoter for new TRO costing £3000.</p> <p>1st July 2024 – STC agreed not to pursue additional TRO due to cost implications, and to instead monitor the effectiveness of the scheme as originally designed following its deliverer.</p> <p>“Has Made” published 20th September 2024 confirming installation of original designs. Kippington Cllrs to monitor effectiveness of the double yellow lines and whether they need extension.</p> <p>Funding approved for STC to fund a TRO and delivery of double yellow lines at multiple locations (see above), including the extension of Letter Box Lane corner protection. Consultation to take place on completion of Town Centre Masterplan consultation so as to keep the projects separate.</p>

(Notice received of “Has Made”, and agreement to monitor it)		
267 27th August 2024	To consider, where relevant: How will the planning proposal enhance the Sevenoaks Cultural Quarter, as defined in the Sevenoaks Town Neighbourhood Plan	Ongoing, for consideration of Town Cllrs when reviewing planning applications received within the Cultural Quarter. Applications to also be mapped periodically via the following interactive map: https://shared.xmap.cloud/?map=13e9cea6-7ceb-456e-a656-fd811bae455f
406 4th November 2024 (Action agreed)	STC to request details of extensive treeworks being undertaken in Kippington, and to pursue a TRO for those remaining.	SDC Tree Officer contacted 12 th November 2024.
631 24th March 2025 (Action agreed)	For STC to seek the transfer of assets from SDC in light of upcoming Local Government Reorganisation and in order to retain their local management.	Resolved to submit expressions of interest for transfer of The Stag (including section of the car park), St John’s Hill Car Park (including Freehold of Public toilet building), St James’ Car Park, Sevenoaks Market Rights & associated land, Bradbourne Vale Road horses field and Hollybush Recreation Ground. These to be applied for as a “package” so as to allow income-generating assets to offset those with only outgoing costs, with the aim of being cost-neutral to both the new unitary council and the local taxpayer. One asset request out of the six applied for was approved by SDC Officers for the next round of consideration – being production and submission of a Business Plan. This has since been recommended by SDC’s Finance & Investment Advisory Committee to its Cabinet, for Freehold transfer to STC. This was made subject to further analysis of any legal risks of SDC transferring the Freehold to STC. SDC has agreed to accept Business Plans for assets which were unsuccessful in the Expression of Interest stage. These have since been submitted for the Market Rights land, Bradbourne Vale Road horses field, and Hollybush Recreation Ground. Expressions of Interest have also been submitted for The Shambles and Bradbourne Lakes.
241 29th July 2024	To submit an Intention to Bid on Hatton House (Adult Education	29 th July 2024 – Hatton House (Adult Education Centre) agreed to be registered as an Asset of Community Value.

<p>(Agreed to register Hatton House as a Community Asset)</p> <p>341 7th November 2024</p> <p>522 20th January 2025 (Agreed to submit an Intention to Bid)</p> <p>632 24th March 2025 (Notification of Intent to Bid submitted)</p>	<p>Centre) in the event that it is put up for sale by Kent County Council.</p>	<p>7th November 2024 – Notice received that the nomination was successful and Hatton House registered as an Asset of Community Value.</p> <p>20th January 2025 – Agreement at full Town Council meeting to submit an Intention to Bid on Hatton House, should it be put up for sale by KCC, in order to pause its sale on the open market for 6 months.</p> <p>24th March 2025 – Notification of KCC’s intention to sell (“dispose of”) Hatton House, and of STC’s subsequent submission of an Intention to Bid. Report from Town Clerk that KCC has yet to confirm its intended sale price, however STC had in the meantime scheduled a site visit on 7th April 2025.</p> <p>Hatton House has since been listed on the open market, following conclusion of the moratorium period.</p>
<p>636 24th March 2025</p>	<p>To monitor the situation of houses being converted into Airbnb or alternative holiday-hire venues and revisit potential adoption of a stance should the situation change or complaints be received of any negative impact of this.</p>	<p>Ongoing</p>
<p>7 7th April 2025</p>	<p>For Councillors to consider Policy D6 (retrofitting) when considering planning applications which propose to improve energy efficiency of existing homes, in</p>	<p>Ongoing</p>

	<p>conjunction with Policy C1 (protecting heritage assets) where appropriate.</p> <p>For Councillors to also consider Policy E5 (functionality of neighbourhood centres) when considering proposals which would improve or enhance neighbourhood centres.</p>	
<p>10 7th April 2025</p> <p>52 22nd April 2025</p> <p>253 28th July 2025</p>	<p>To oppose the renaming of the Royal Oak Hotel as “Hanover House” and to lobby Sevenoaks District Council to consider alternatives which would retain its heritage.</p>	<p>7th April 2025 – Notification received that SDC had approved the renaming of the Royal Oak Hotel – recently converted to six flats and a rear dwelling – into 1-6 Hanover House and Dolling House, respectively. Resolution to write to SDC registering Cllrs disappointment of the loss of Royal Oak name and associated heritage and request for the decision to be reconsidered.</p> <p>22nd April 2025 – Response received from SDC supporting its decision to approve the renaming of the former Hotel to Hanover House, and resolution for STC to write to the District Council again to reiterate its stance and request the decision be revoked.</p> <p>28th July 2025 – Update provided to Planning & Environment Committee, including copy of letter forwarded to SDC by Mayor of Sevenoaks on behalf of STC, supporting further attempt which were understood to be pursued by the developer to reinstate the Royal Oak Hotel’s names. This included agreement from SDC Officers that “The Old Royal Oak” would be an acceptable alternative name, and that they had been in correspondence with the developer on the matter and awaited instruction.</p>
<p>151 16th June 2025</p> <p>211 14th July 2025</p>	<p>To pursue and fund a zebra crossing on Dartford Road, originally consulted on by KCC as part of the initial 20mph scheme design in 2022.</p>	<p>16th June 2025 – Draft design/plans for zebra crossing received and commented on by Town Councillors.</p> <p>14th July 2025 – Formal TRO received and resolution for STC to register its support and request its delivery as soon as possible.</p> <p>26th August 2025 – KCC has found footpath damage from tree roots under the pavement and close to where the zebra crossing will go. Following liaison with STC Officers (due to</p>

		<p>STC owning the trees), KCC is now arranging to have an exploratory trial hole dug to expose the roots and investigate the extent of their presence where the zebra crossing is intended for installation. A Tree specialist will be on site to advise on potential mitigation measures which could safely be undertaken in order to avoid both the zebra crossing damaging the health of the roots, and being damaged in turn by their future growth. Any works to the roots will need to be preceded by a formal section 211 notification for works to trees within a Conservation Area (WTCA), which has a maximum wait time of 6 weeks for a response from SDC.</p>
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Planning Applications to be Considered

Planning Applications received to be considered on 06 October 2025

1	Plan Number	Planning officer	Town Councillor	Agent
	25/00978/FUL	Stephanie Payne 09/10/2025	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
				18/09/25
25/00978/FUL - Amended plan				
Demolition of existing garage. Erection of 5no. apartments with access, cycle parking and assoicated landscaping. Associated works.				
A summary of the main changes are set out below:				
The existing site layout and topographical survey have been amended.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SU3LY6BKFLU00			

2	Plan Number	Planning officer	Town Councillor	Agent
	25/01049/FUL	Christopher Park 13/10/2025	Cllr Granville	Mitie
Case Officer				
Applicant		House Name	Road	Locality
BT Telecommunications PLC		Proposed Street Hub North of J	Buckhurst Lane & Gas Compound	Town
Town		County	Post Code	Application date
				22/09/25
Full address: Proposed Street Hub North Of Junction With Buckhurst Lane, Suffolk Way, Sevenoaks Kent, TN13 1YL And Gas Compound Grange Road				
25/01049/FUL - Amended plan				
The proposed installation of 1no. BT Street Hub unit and removal of associated BT payphone kiosks.				
A summary of the main changes are set out below:				
The applicant has updated the plans to better reflect the pavement.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUGKS5BKFSM00			

3	Plan Number	Planning officer	Town Councillor	Agent
	25/01050/ADV	Christopher Park 13/10/2025	Cllr Granville	Mitie
Case Officer				
Applicant		House Name	Road	Locality
BT Telecommunications PLC		Proposed Street Hub North of J	Buckhurst Lane, Suffolk Way	Town
Town		County	Post Code	Application date
				22/09/25
Full address: Proposed Street Hub North of Junction with Buckhurst Lane, Suffolk Way				
25/01050/ADV - Amended plan				

Planning Applications to be Considered

Planning Applications received to be considered on 06 October 2025

Two digital 75-inch LCD display screens, one on each side of the Street Hub unit.

A summary of the main changes are set out below:

The applicant has updated the plans to better reflect the pavement.

Web link <https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUGKS5BKFSN00>

4	Plan Number	Planning officer	Town Councillor	Agent
	25/02230/HOUSE	Zoe Dommett	Cllr Clayton	Sutton Architects Ltd
Case Officer				
Applicant		House Name	Road	Locality
Mr & Mrs Tindal			11 Knole Road	Eastern
Town		County	Post Code	Application date
				18/09/25

25/02230/HOUSE - REVALIDATED plan

Single-storey side extension with rooflights.

A summary of the main changes are set out below:

Correct drawings received.

Web link <https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T0KZ90BK18G00>

5	Plan Number	Planning officer	Town Councillor	Agent
	25/02251/HOUSE	Abbey Aslett 07/10/2025	Cllr Gustard	Offset Architects
Case Officer				
Applicant		House Name	Road	Locality
Dr And Mrs Gardner			7 The Rise	Kippington
Town		County	Post Code	Application date
				16/09/25

Construction of new detached garage with solar panels, alterations to the driveway with new access gates and boundary treatments. Re-grade footway and crossover.

Web link <https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T0ONG6BK19O00>

6	Plan Number	Planning officer	Town Councillor	Agent
	25/02266/LBCALT	Abbey Aslett 17/10/2025	Cllr Michaelides	SAACT Ltd
Case Officer				
Applicant		House Name	Road	Locality
G Morris			40 - 42D London Road	Town
Town		County	Post Code	Application date
				26/09/25

Strip and set aside roof tiles and battens. Add new roof membrane. Re-instate existing battens and tiles; like for like replacements used only where necessary.

Web link <https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T0U7XABK1BM00>

Planning Applications to be Considered

Planning Applications received to be considered on 06 October 2025

7	Plan Number 25/02330/FUL	Planning officer Christopher Park 09/10/2025	Town Councillor Cllr Daniell	Agent EDEN Garden Rooms Ltd
Case Officer				
Applicant Ms M Wentworth		House Name	Road 72 Weald Road	Locality Kippington
Town		County	Post Code	Application date 18/09/25
Timber framed, insulated, double glazed, single storey garden out building.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T11LWPBKIFE00			

8	Plan Number 25/02381/MMA	Planning officer Summer Aucoin 15/10/2025	Town Councillor Cllr Daniell	Agent Carmen Austin Architecture Ltd
Case Officer				
Applicant Mr And Mrs Le Roux		House Name Tanglewood Muchley	Road Ashgrove Road	Locality Kippington
Town		County	Post Code	Application date 24/09/25
Amendment to 24/00168/HOUSE to add single-storey rear extension with rooflight. Remove roof brows and one rooflight. Changes to fenestration.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T1CQ7MBKIJH00			

9	Plan Number 25/02488/HOUSE	Planning officer Summer Aucoin 15/10/2025	Town Councillor Cllr Clayton	Agent Howard Sharp And Partners LLP
Case Officer				
Applicant Stradella Limited		House Name	Road 14 Hillside Road	Locality Eastern
Town		County	Post Code	Application date 24/09/25
Part demolition of existing garage and conversion to habitable space with alterations to fenestration. New porch and side access. Rear ground floor extension with rooflight. First floor front extension. Loft conversion with dormer windows and rooflights. Solar panels and alterations to fenestration.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T1X4HNBKIRD00			

10	Plan Number 25/02499/HOUSE	Planning officer Zoe Dommett 20/10/2025	Town Councillor Cllr Shea (as adjoining Ward C	Agent PBARC LTD
Case Officer				
Applicant Mr M Lampon-Masters		House Name	Road 48 Bradbourne Road	Locality St Johns
Town		County	Post Code	Application date 29/09/25
Demolition of rear annexe to be replaced with Single storey rear extension with skylights. Internal alterations. Alteration to fenestration.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T1YY6QBKIS700			