

Minutes of the Sevenoaks Town Council PLANNING & ENVIRONMENT COMMITTEE meeting held on Monday 13th January 2025 at 7:00pm at the Town Council Chambers. Livestreamed and available on YouTube until Minutes are accepted by Town Council Meeting:

<https://youtube.com/live/IOu- bK98MY>

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	Apologies

Also in attendance:

Town Clerk
Planning Committee Clerk
1 Member of the Public

PUBLIC QUESTION TIME

None.

488 **REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

489 **DECLARATIONS OF INTEREST**

Representation from the Sevenoaks Society was received and forwarded to all Councillors, objecting to the following application:

- **[Plan no. 6] 24/03183/HOUSE – 83 Bayham Road**

490 **MINUTES**

The Committee received the MINUTES of the Planning Committee Meeting held 23rd December 2024.

It was RESOLVED that the minutes be approved.

491 **STREET NAMING AND NUMBERING – NOTIFICATION OF NEW ADDRESS**

a) The Committee received notice that a new dwelling to the south-east side of the garden of Garnetts, Grassy Lane is being built. It was noted that the new address has been amended from Plot 1, Garnetts, Grassy Lane to Oakhaven, Grassy Lane, TN13 1PL.

b) The Committee received notice that a new dwelling to the rear of De Winter House, Granville Road has been built. It was noted that the new address has been amended

from Land Rear of De Winter House, Granville Road to Aashirvaad, Granville Road, TN13 1HB.

492 SITE OF 136 HIGH STREET: INVITATION TO SUBMIT NAME RECOMMENDATIONS TO THE THREE APARTMENT BLOCKS

a) Invitation was received from Purelake New Homes Ltd for Sevenoaks Town Council to submit name recommendations for the three apartment blocks currently being built at 136 High Street.

b) A report providing historic background of the site was received and discussed.

c) Cllr Ancrum proposed that the Town Council recommend the apartment blocks be named after influential women that have lived in Sevenoaks. The following names were discussed:

- Emily Jackson
- Beatriz Wilson
- Jane Austen
- Mrs McAulay
- Miss Bennitt
- Tam Hunter

d) It was **RESOLVED** that Councillors undertake further research into potential names and forward these to the Planning Committee Clerk for collating and reporting to the next Planning & Environment Committee, where a final decision as to recommendations would be agreed.

493 DEVELOPMENT MANAGEMENT COMMITTEE

a) It was noted that the below applications were GRANTED by Sevenoaks District Council's Development Management Committee on 19th December 2024:

- **24/02036/HOUSE – 3 St Johns Hill: New solar panels.**
- **24/02037/LBCALT – 3 St Johns Hill: New solar panels.**

b) It was noted that the below application was discussed by the Development Management Committee on 9th January 2025, and this had previously been allocated to Cllr Dr Canet.

- **24/01543/MMA – 63 Bosville Drive: Amendment to 23/03542/HOUSE to amend roof pitch and eaves height to the approved additional storey and to amend fenestration.**

c) It was noted that the full documentation could be accessed through the District Council's Planning Portal, via the following link:

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SEXBBBBKGWK00>

494 ROAD CLOSURES

The Committee received and noted a report summarising upcoming road closures within Sevenoaks Town, as well as diversion routes and website links for up-to-date information.

495 UPDATED WORK SCHEDULE FOR THE SEVENOAKS EAST TO WEST WALKING, WHEELING AND CYCLING ROUTE

a) Councillors received and noted an updated schedule for works on the Sevenoaks East to West Walking, Wheeling and Cycling route.

b) Cllr Clayton reported both his and Trinity School staff's concerns that the entrance to the school from The Crescent is still not finalised, with the Movement & Net Zero Working Group having agreed prior to the meeting that dual-hatted Councillors would liaise with fellow District Council members to pursue a solution.

c) Cllr Dr Dixon noted that misleading signage had incorrectly been placed on London Road, directing cyclists in the wrong direction and further indicating a cycle route to the Station, which does not exist.

d) Councillors also queried whether the Town Council had been approached for a wayleave to use Brittain's Common as part of the route, which would be queried by Officers.

e) Cllr Willis raised his concern about significant potholes on Wickenden Road, Hillingdon Avenue and the Crescent, and it was agreed that Cllr Shea query with Kent County Council whether repairs to these roads, as well as at Bradbourne Lakes, form part of the planned works to deliver the cycle route.

496 RECOMMENDATIONS FROM THE MOVEMENT & NET ZERO WORKING GROUP

a) Cllr Skinner as Chair of the Movement & Net Zero Working Group reported that the Working Group had restructured the Town Council's Highway Improvement Plan under the below categories. **(See Appendix A)**. A copy of this would also be available via the Minutes of the Working Group, as well as reported to the next Planning & Environment Committee for its approval. Cllr Skinner encouraged Councillors to review this prior to the next meeting.

- For immediate pursual
- For pursual by the end of the current term (2027)
- Requires further information or significant funding unlikely to be available to the Town Council

b) Cllr Skinner further reported that the Working Group had agreed to write to Sevenoaks District Council with regards to its proposed changes to household waste collections, with the following recommendations:

- That there is an urgent need for the District Council to improve its waste collection services, as well as to support residents in reducing their carbon footprint,
- With note that Kent County Council has agreed to apply to be part of the first wave of the Government's Devolution Priority Programme, to recommend:
 - That improvements to the District Council's waste collection should be prioritised and not be allowed to face delay in anticipation of this process,
 - That the best practices from each Council within the proposed Unitary Council – including those of recycling – should be adopted by this new Council.

497 PLANNING APPLICATIONS

a) Minute Item 497b as well as consideration of its corresponding planning application was moved further up the Agenda and considered after agreement of the Minutes. This as per Standing Order 10.a.viii, whereby the order of business of the Agenda may be changed without prior written notice.

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

- **[Plan no. 16] 24/03354/HOUSE – 16 Knole Road (Against)**

b) The Committee considered planning applications received during the week ending 6th January 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

498 PRESS RELEASES

None.

There being no further business the Chair closed the meeting at 8:40pm.

Signed
Chair

Dated

Appendix A:

The following table is to be read in conjunction with Sevenoaks Town Council's full Highway Improvement Plan, which provides further information on each HIP Priority Item. Priority Items have been restructured by Sevenoaks Town Council's Movement & Net Zero Working Group (13th January 2025) in order to facilitate their delivery.

Estimated starting costs have been deduced from [KCC's Highway Improvement Plan Information Pack 2024-2025](#) and are for **indicative** use only, to aid in reorganising the priorities via potential cost range. They do not constitute formal quotes from KCC, nor may they encompass all related costs. Each item will be subject to independent investigation and costings by KCC, with potential for prices to rise significantly should any additional engineering be needed.

For Immediate Pursual		During Term of Office (2023-2027)		Requires further details or significant funds	
HIP Ref	Details	HIP Ref	Details	HIP Ref	Details
4	Keep Clear section at the narrowest part of Hillingdon Avenue Estimated starting cost £1,300 - £3,290	1	20mph extension for Mount Harry Road, Hitchen Hatch Lane, St Botolph's Road, St John's Hill/Dartford Road, Seal Hollow Road And Gradual speed reduction of 60mph to 40mph from Morleys roundabout, to 30mph from Gracious Lane, to 20mph at southern-most Sevenoaks School entrance Estimated starting cost £13,394 + £320 ^(x) <small>no. of repeaters required)</small>	2(b)	HGV restrictions on narrow lanes such as Ashgrove Road Estimated starting cost £7,683 - £8,529
5	Zebra crossing at Seal Road / Greatness Park Estimated starting cost £28,873	2(a)	HGV restrictions for Town Centre Estimated starting cost £7,683 - £8,529	3	Sevenoaks Station junction re-design to stop pedestrians walking in the road Estimated starting cost £250,000+
6	Safe crossing points at Hillingdon Avenue, as required under planning permission for the school's expansion.	9	Corner protections at various locations (list still TBD by STC). Currently includes 9 locations, being: The Crescent, St Johns Road, St Johns Hill, Bradbourne Road,	7	Frail people sign on Hospital Road outside the Hospital (formal crossing not possible) Estimated starting cost £635 per sign

For Immediate Pursual		During Term of Office (2023-2027)		Requires further details or significant funds	
	Investigation has been requested and re-prompted. Estimated starting cost not known.		Bradbourne Vale Road, Littlewood, Hillingdon Avenue, corner of Bethel Road and Cedar Terrace Road, Ash Platt Road Estimated starting cost £12,009		
10	Zebra crossing at Dartford Road (£25,000 already agreed to by STC) Estimated starting cost £28,873	11	Zebra crossings in the Town Centre triangle Estimated starting cost £28,873 Per location	8	Dropped kerb on Bradbourne Vale Road near Betenson Avenue Estimated starting cost £2,384 + cost of tactile paving
				13	Mirrors at Brittain's Lane/Burntwood Road/Ashgrove Road/Oak Lane Estimated starting cost not known

Planning Applications Considered

Applications considered on 13-1-25

1	Plan Number	Planning officer	Town Councillor	Agent
	24/01654/HOUSE	Christopher Park 14/01/2025	Cllr O'Hara	N/A
Applicant	House Name	Road	Locality	
S V Ying		4 Bosville Drive	Northern	
Town	County	Post Code	Application date	
			20/12/24	

24/01654/HOUSE - REVALIDATED plan

Rear and side extension, hip-to-gable loft conversion with rear dormer, rooflights, removal of chimney, provision of vehicle crossover and driveway, EV charging point, alterations to fenestration and internal alterations.

A summary of the main changes are set out below:

A proposed block plan is required, as well as correcting some inaccuracies relating to the rear dormers projection.

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that there is no loss of amenity to neighbouring properties, and that the work is consistent with the Residential Character Area Assessment.

2	Plan Number	Planning officer	Town Councillor	Agent
	24/02006/HOUSE	Stephanie Payne 23/01/2025	Cllr Gustard	Paper Architecture
Applicant	House Name	Road	Locality	
Mr Smoliyaninov		56A Oakhill Road	Kippington	
Town	County	Post Code	Application date	
			02/01/25	

24/02006/HOUSE - REVALIDATED plan

Erection of covered EV charging canopy / car port and alterations to hardstanding.

A summary of the main changes are set out below:

Revised proposed site plan received and description amended.

Comment

Sevenoaks Town Council recommended approval providing the Planning Officer is satisfied that the location and construction methods will cause no damage to the fence and/or trees along the boundary.

Planning Applications Considered

Applications considered on 13-1-25

3	Plan Number 24/02472/LDCEX	Planning officer Christopher Park 22/01/2025	Town Councillor Cllr Daniell	Agent N/A
Applicant		House Name	Road	Locality
Mr B Parker		Ashdown	17 Kippington Road	Kippington
Town		County	Post Code	Application date
				31/12/24
24/02472/LDCEX - Amended plan				
Existing air source heat pump unit.				
A summary of the main changes are set out below:				
The applicant has provided additional clarification regarding the specification and dimensions of the air source heat pump.				
Comment				
Sevenoaks Town Council recommended approval.				

4	Plan Number 24/03006/LBCALT	Planning officer Stephanie Payne 21/01/2025	Town Councillor Cllr Gustard	Agent SJM Planning Limited
Applicant		House Name	Road	Locality
Mr Whiddett		Kippington Lodge	121 Kippington Road	Kippington
Town		County	Post Code	Application date
				30/12/24
Replacement window and door on outbuilding within the curtilage of a Listed Building				
Comment				
Sevenoaks Town Council recommended approval subject to Planning Officer and Conservation Officer being satisfied that the suggested replacements are in keeping with the heritage of this listed property.				

5	Plan Number 24/03091/LDCEX	Planning officer Christopher Park 17/01/2025	Town Councillor Cllr Layne	Agent
Applicant		House Name	Road	Locality
Mr S Steenkamp			38A Dartford Road	Eastern
Town		County	Post Code	Application date
				23/12/24
Use Class of shop unit as E(a).				
Comment				
Proposed by Cllr Clayton:				
Sevenoaks Town Council recommended approval and recorded its enthusiasm with the proposed use.				

Planning Applications Considered

Applications considered on 13-1-25

6	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/03183/HOUSE	Abbey Aslett 21/01/2025	Cllr Clayton	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr P Slater			83 Bayham Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				30/12/24
Attachment of mesh fence to existing fence that runs adjacent to highway.				

Comment

Sevenoaks Town Council recommended refusal on the grounds that the proposals would be damaging, detrimental to, and out of keeping with, the character of the Conservation Area.

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/03206/MMA	Christopher Park 17/01/2025	Cllr Dr Canet	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr G Nenesku			23 Oakdene Road	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				23/12/24

Amendment to 23/00887/HOUSE for the addition of a skylight (velux) and alterations to fenestration.

Comment

Sevenoaks Town Council recommended approval.

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/03239/HOUSE	Christopher Park 27/01/2025	Cllr Willis	Carmen Austin Architectu
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr and Mrs Zheng			13 Crownfields	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				06/01/25

Demolition of front porch to be replaced with new two storey extensions with a single rooflight. New front Bay window. New single storey rear extension with two roof lanterns. New second floor extension to west and south. New rear bay windows to second floor. Sun Tunnel, Replace existing roof tiles with new slate tiles. Removal of chimney. Internal Alterations. Alteration to fenestration. New inset solar panels on south and west roof. EV charger. New privacy screen in rear garden.

Comment

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

Planning Applications Considered

Applications considered on 13-1-25

9	Plan Number 24/03247/HOUSE	Planning officer Samantha Yates 18/01/2025	Town Councillor Cllr Camp	Agent Coleman Anderson Archit
Applicant		House Name	Road	Locality
Mr & Mrs Lokot		Knocklofty	Hitchen Hatch Lane	St Johns
Town		County	Post Code	Application date
				24/12/24
Two storey side extension, first floor rear extension, porch extension, loft conversion with addition of rooflights. Alteration to fenestration. Internal alterations.				

Comment

Sevenoaks Town Council recommended approval, providing:

- The Planning Officer is satisfied that there will be no overlooking or loss of privacy to the neighbours from the new roof velux windows and the large front velux window,
- That a condition be placed for the velux windows to be obscure glazed, if deemed necessary, and
- Provided the Tree Officer's comments about tree protection measures are implemented.

10	Plan Number 24/03260/FUL	Planning officer Stephanie Payne 27/01/2025	Town Councillor Cllr Daniell	Agent Offset Architects
Applicant		House Name	Road	Locality
Mr G Algar			58 Brattle Wood	Kippington
Town		County	Post Code	Application date
				06/01/25
Demolition of existing dwelling and construction of a replacement detached property with Solar panels. Associated landscaping amendments including new vehicle access crossover.				

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied with the materials used and provided Kent Highways are satisfied with the design of the new vehicle crossover.

11	Plan Number 24/03262/HOUSE	Planning officer Summer Aucoin 27/01/2025	Town Councillor Cllr Skinner	Agent Offset Architects
Applicant		House Name	Road	Locality
Dr J & Mrs E Clark & Newey Cl			2 Vine Avenue	St Johns
Town		County	Post Code	Application date
				06/01/25
Integrated garage conversion, 2-storey side/rear extension with glazed balustrade and solar panels, internal alterations, alterations to porch area, detached single garage and carport to the front with extension to driveway. Associated landscaping works, Alterations to fenestration and new rooflights. Removal of chimney.				

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 13-1-25

12	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/03265/DETAIL		Cllr Michaelides	Purelake New Homes Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
C Stamper	Site of	136 High Street	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			02/01/25	
Details pursuant to condition 20 (public realm) of 22/03519/MMA.				

Comment

Proposed by the Chair with Cllr Michaelides' apologies:

Sevenoaks Town Council recommended refusal on the grounds that the proposed current public realm strategy would neither contribute to, or enhance the Cultural Quarter as per Sevenoaks Town Neighbourhood Plan Policy COM2.

In addition, it was considered that the public realm strategy's proposals are contrary to those in the Neighbourhood Plan's Cultural Strategy, which recognises the significant scope for the new public walkway to regenerate and improve the cultural offer of the site. The strategy in its current form was therefore considered a missed opportunity to enhance the area and deliver a high-quality public realm feature.

Informative:

The Town Council would welcome a resubmission which incorporates the vision of the Cultural Strategy, as well as the pre-discussed improvements requested by the Town Council in order to facilitate this, namely:

- Enhanced designs for seating, planters and bins, to have a cultural element and enhance the cultural area
- Permission to install an electricity point on the wall (metred and paid for by the Town Council),
- Permanently fixed stays along the boundary walls of Chandler's Walk to enable display of public art,
- And a dedicated space to allow for a stage to be erected for community events.

It was also noted that this site is earmarked for future public art enhancement, which the Town Council hopes to work collaboratively on with the District Council.

13	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/03306/HOUSE	Abbey Aslett 24/01/2025	Cllr Gustard	Kent Building Control Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mrs L Sharp	Ashfield	21 Kippington Road	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			03/01/25	
Demolition of existing conservatory. Two storey rear extension.				

Comment

Sevenoaks Town Council recommended approval subject to Planning Officer being satisfied there is no adverse impact to neighbours.

Planning Applications Considered

Applications considered on 13-1-25

14	<i>Plan Number</i> 24/03318/CONVAR	<i>Planning officer</i> Anna Horn 23/01/2025	<i>Town Councillor</i> Cllr Daniell	<i>Agent</i> Robinson Escott Planning
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr S Blake	Chance Cottage	104 Oakhill Riad	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			02/01/25	
Variation of condition 2 (approved drawings) of 24/01057/MMA (Amendment to 23/02344/FUL) to Amend roofscape of house from a hip to a gable and removal of condition 11 Biodiversity Net Gain.				

Comment

Sevenoaks Town Council recommended refusal on the grounds that the removal of condition 11 is contrary to the Sevenoaks Town Neighbourhood Plan Policy L1.

Informative:

The Town Council did not raise objection to the physical changes proposed to vary condition 2.

15	<i>Plan Number</i> 24/03320/HOUSE	<i>Planning officer</i> Summer Aucoin 22/01/2025	<i>Town Councillor</i> Cllr Skinner	<i>Agent</i> OPEN Architecture
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
B & K Peto		11 Woodside Road	St Johns	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			31/12/24	
Single storey front extension and changes to fenestration. Changes to landscaping including new terracing, steps, and retaining walls, and elevated deck to rear.				

Comment

Sevenoaks Town Council recommended approval subject to the Planning Officer being content that the building would not cause harm to the residential character of the area.

16	<i>Plan Number</i> 24/03354/HOUSE	<i>Planning officer</i> Summer Aucoin 24/01/2025	<i>Town Councillor</i> Cllr Ancrum	<i>Agent</i> AK-Studios
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr O Kulibaev		16 Knole Road	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			03/01/25	
Raised patio, new retaining walls, and new landscaping in the rear garden.				

Comment

Sevenoaks Town Council recommended refusal of the application, as the proposal continues to result in a very oppressive form of development upon the neighbouring property at number 15.

Informative:

It was noted that the Sevenoaks Town Neighbourhood Plan, which requires new development to manage surface water and incorporate sustainable urban drainage into designs, had been adopted or “made” by the District Council since the previous application and subsequent appeal.

Planning Applications Considered

Applications considered on 13-1-25

17	Plan Number	Planning officer	Town Councillor	Agent
	24/03358/HOUSE	Christopher Park 27/01/2025	Cllr Dr Dixon	WA Architects
Applicant		House Name	Road	Locality
Mrs W Wyss			57A Bradbourne Park Road	St Johns
Town		County	Post Code	Application date
				06/01/25
Conversion of existing garage to form new living space incorporating new folding sliding doors in place of garage door. Removal of hedge for new retaining wall and closed boarded boundary fence.				

Comment

Sevenoaks Town Council recommended approval, provided that there is significant replacement of trees or other suitable planting in other areas of the gardens of Number 57A, in line with policy L4 of the Sevenoaks Town Neighbourhood Plan.

Informative:

In addition, the Town Council recommended that the fence be made permeable to wildlife as per Sevenoaks Town Neighbourhood Plan Policy L1, and that damage to the public verge by virtue of root incursion and overshadowing by the now-felled line of conifers should also be repaired so that it is restored as a grassed amenity.

18	Plan Number	Planning officer	Town Councillor	Agent
	24/03383/ADV	Abbey Aslett 27/01/2025	Cllr Dr Dixon	Stantec
Applicant		House Name	Road	Locality
Wildstone Estates Limited		BP, St Johns Filling Station	St Johns Hill	St Johns
Town		County	Post Code	Application date
				06/01/25

Erection of a small format Advertising Display.

Comment

Sevenoaks Town Council recommended approval, provided the display board's lighting does indeed fall within Institute of Lighting Professionals guidelines.