

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

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

Present:

Committee Members

Quorum minimum of six members

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

Also in attendance:

Town Clerk

Planning Committee Clerk

3 Members of the Public

PUBLIC QUESTION TIME

None.

553 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

554 DECLARATIONS OF INTEREST

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

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

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

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

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

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

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

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

555 MINUTES

The Committee received the MINUTES of the Planning Committee Meeting held 27th January 2025.

It was RESOLVED that the minutes be approved.

556 RECOMMENDATIONS FROM THE STNP / MASTERPLAN WORKING GROUP

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

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

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

557 APPEALS

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

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

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

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

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

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

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

559 STREET NAMING AND NUMBERING – NOTIFICATION OF NEW ADDRESS

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

560 ROAD CLOSURES

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

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

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

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

562 PLANNING APPLICATIONS

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

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

- [Plan no. 9] 24/03354/HOUSE – 16 Knole Road (Against)
- [Plan no. 9] 24/03354/HOUSE – 16 Knole Road (For)

- [Plan no. 5] 24/03240/HOUSE – Woodfield, Oak Lane (For)

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

563 PRESS RELEASES

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

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

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

Signed
Chair

Dated

Planning Applications Considered

Applications considered on 10-2-25

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

24/02141/HOUSE - Amended plan

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

A summary of the main changes are set out below:

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

Comment

Sevenoaks Town Council recommended approval, subject to:

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

Planning Applications Considered

Applications considered on 10-2-25

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

24/02899/FUL - Amended plan

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

A summary of the main changes are set out below:

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

Comment

Sevenoaks Town Council recommended approval, provided:

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

Informative:

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

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

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

Comment

Sevenoaks Town Council recommended approval.

Informative:

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

Planning Applications Considered

Applications considered on 10-2-25

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

24/03036/HOUSE - Amended plan

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

A summary of the main changes are set out below:

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

Comment

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

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

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

Comment

Sevenoaks Town Council recommended approval.

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

7 Replacement sashes.

Comment

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

Planning Applications Considered

Applications considered on 10-2-25

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

Comment

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

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

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 10-2-25

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

Comment

Proposed from the Chair with Cllr Clayton's apologies:

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

Informative;

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

10	Plan Number	Planning officer	Town Councillor	Agent
	24/03427/FUL	Nicola Furlonger 13/02/2025	Cllr Shea	David Lock Associates
Applicant		House Name	Road	Locality
Tarmac Trading Ltd		Former Oast, Sevenoaks Quarr	Bat and Ball Road	Northern
Town		County	Post Code	Application date
				23/01/25
Restoration works to the Oast House, including, replacement and repair of walls, windows, guttering and roof, internal renovations and associated restoration operations.				

Comment

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

Planning Applications Considered

Applications considered on 10-2-25

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

Comment

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

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

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

Comment

Sevenoaks Town Council recommended approval.

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

Comment

Sevenoaks Town Council recommended approval.

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

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 10-2-25

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

Comment

Sevenoaks Town Council recommended approval.

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

Comment

Sevenoaks Town Council recommended approval.