

**Minutes of the meeting of the Planning & Environment Committee
Held on Monday 10 March 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/vz8wYK0alrE>

Meeting Commenced: 7:00pm

Meeting Concluded: 7:42pm

Committee Members

Quorum minimum of six members

Cllr Ancrum – Mayor	Present	Cllr Layne	Absent
Cllr Camp – Chair	Present	Cllr Michaelides	Present
Cllr Dr Canet	Present, Arrived 19:21	Cllr O’Hara	Absent
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	Apologies	Cllr Willis	Apologies
Cllr Gustard	Apologies	Cllr Wightman – Leader	Present

Also in attendance:

Town Clerk

Planning Committee Clerk

PUBLIC QUESTION TIME

None.

606 **APOLOGIES FOR ABSENCE**

As above.

607 **REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

608 **DECLARATIONS OF INTEREST**

None.

609 **MINUTES**

a) The Committee received the MINUTES of the Planning Committee Meeting held 24th February 2025.

It was RESOLVED that the minutes be approved.

b) The Committee received and noted the minutes from the STNP / Masterplan Working Group held on 10th February 2025.

c) Cllr Skinner provided a verbal report, summarising the contents the Movement & Net Zero Working Group held at 6pm, prior to the Planning & Environment Committee. This was as follows:

- Kent County Council is analysing the speed data recently collected on various roads throughout and surrounding the 20mph scheme. Sevenoaks Town Council has requested a copy of this information when available, and will publish this on the next available Planning & Environment Committee date.
- Kent County Council have also been in contact with the Town Council with regards to the East to West active travel route's interception with Brittain's Common. This could be complicated by its registration as a Town and Village Green, and legal implications are being investigated. Suggestions had also been made about the sequence of work for this route.
- The Working Group had reviewed locations that members considered would benefit from corner protections, by way of double yellow lines. These were located primarily in the Northern, Eastern, and St John's Ward, with addition of Letter Box Lane in Kippington. Details of these locations would be reported to the next Planning & Environment Committee for approval of members, and Councillors were asked to review them in advance so that a final decision could be reached at the meeting. Cllr Skinner emphasised the importance of pursuing the corner protections under a bulk Traffic Regulation Order, as adding additional roads at a later date would significantly increase the cost.

610 ST JOHN'S HILL AREA MASTERPLAN CONSULTATION DATES

a) The Committee received and noted details of the St John's Hill Area Masterplan consultation, which had commenced at 9am on 10th March 2025, and would conclude at 11:59pm on Monday 31st March 2025.

b) It was noted that walk in sessions would be held at the Town Council Chambers between 10am and 4pm from Tuesday 18th March 2025 to Saturday 22nd March 2025, where public can view the consultation documents in person. The Planning Committee Clerk had been compiling a schedule of Councillor volunteers to supervise the walk-in sessions, and Councillors were asked to liaise with her if able to help.

611 COMMUNITY RIGHT TO BID - PROPOSED ASSET NOMINATION

Councillors received recommendation from the Town Clerk that Sevenoaks Magistrate Court be nominated as an Asset of Community Value under the Community Right to Bid scheme. The importance of having a court within the Town was acknowledged and positively noted, and it was **RESOLVED** that the Town Council pursue a nomination to Sevenoaks District Council.

612 STREET NAMING AND NUMBERING - NOTIFICATION OF NEW ADDRESSES

a) The Committee received notice of the creation of new addresses and apartment block at the formerly known Berkeley House, 7 Oakhill Road, with details and plans attached. It was noted that the new apartment block would consist of 69 flats and had been named Montagu Place, 7 Oakhill Road.

b) The Committee also received notice of the creation of a new address for the Office at Park House, St Johns Road, with details and plans attached.

613 ROAD CLOSURES

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

614 PLANNING APPLICATIONS

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

b) **[Plan no. 5]** 25/00433/HOUSE was moved further up the order of planning applications to be considered and was reviewed first. This as per Standing Order 10.a.viii, whereby the order of business of the Agenda may be changed without prior written notice.

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.

615 PRESS RELEASES

None.

There being no further business the Chair closed the Meeting.

Signed
Chair

Dated

Planning Applications Considered

Applications considered on 10-3-25

1	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/03319/FUL	Stephanie Payne 11/03/2025	Cllr Michaelides	
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr J Moir	Sevenoaks School Orchards	Solefields Road	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			18/02/25	
Mr J Moir, Sevenoaks School Orchards, Solefields Road, Town, ,				

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied with the materials and designs, and that a Construction Management Plan is produced and properly implemented.

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/03427/FUL	Nicola Furlonger 20/03/2025	Cllr Shea	DAVID LOCK ASSOCIAT
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Tarmac Trading Ltd	Former Oast, Sevenoaks Quarr	Bat and Ball Road	Northern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			27/02/25	

24/03427/FUL - Amended plan

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

A summary of the main changes are set out below:

Structural Survey and condition photographs provide.

Comment

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

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

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00369/HOUSE	Summer Aucoin 17/03/2025	Cllr Ancrum	DC Hudson and Partner L
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs A Tirmizi & N Haq		5 Hillingdon Avenue	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			24/02/25	

Proposed single storey rear extension with rooflights, first floor loft extension, double dormers with rooflights and single storey front porch. Alteration to fenestration. New rear patio area.

Comment

Sevenoaks Town Council recommended approval, subject to:

- The Planning Officer being satisfied with the design and materials proposed
- There being no overlooking or loss of privacy for neighbours on either side from the proposed loft extension windows.

Planning Applications Considered

Applications considered on 10-3-25

4	<i>Plan Number</i> 25/00424/FUL	<i>Planning officer</i> Anna Horn 18/03/2025	<i>Town Councillor</i> Cllr Clayton	<i>Agent</i> RE Planning LLP
<i>Applicant</i> Cobalt Ventures Ltd		<i>House Name</i>	<i>Road</i> 8 Vine Court Road	<i>Locality</i> Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i> 25/02/25
Change of use to a single dwelling (Use Class C3) with the retention of existing basement flat as ancillary annex accommodation. 8 Vine Court Road Sevenoaks Kent TN13 3UU				

Comment

Sevenoaks Town Council recommended approval, unless the District Council's Planning Officer considers that the reduction in the number of dwelling units is incompatible with its housing targets.

Informative:

The Town Council regretted the loss of small unit supported accommodation affordable housing.

5	<i>Plan Number</i> 25/00433/HOUSE	<i>Planning officer</i> Summer Aucoin 20/03/2025	<i>Town Councillor</i> Cllr Gustard	<i>Agent</i> E F Planning
<i>Applicant</i> Mrs B Davis		<i>House Name</i>	<i>Road</i> 27 Croft Way	<i>Locality</i> Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i> 27/02/25
Garage conversion and erection of a single storey rear extension.				

Comment

Proposed by Cllr Daniell with Cllr Gustard's apologies:

Sevenoaks Town Council recommended approval.

6	<i>Plan Number</i> 25/00472/FUL	<i>Planning officer</i> Stephanie Payne 24/03/2025	<i>Town Councillor</i> Cllr Willis	<i>Agent</i> Kentec Draughting Serv
<i>Applicant</i> M Gill		<i>House Name</i>	<i>Road</i> 144A London Road	<i>Locality</i> Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i> 03/03/25
Proposed loft conversion with dormer and rooflights. Sub-division into two duplex flats.				

Comment

Proposed by Cllr Michaelides with Cllr Willis' apologies:

Sevenoaks Town Council recommended approval, subject to the Planning Officer been satisfied with the materials and the sub-division of the properties.

Planning Applications Considered

Applications considered on 10-3-25

7	<i>Plan Number</i> 25/00500/FUL	<i>Planning officer</i> Stephanie Payne 24/03/2025	<i>Town Councillor</i> Cllr Michaelides	<i>Agent</i> Robinson Escott Planning
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms S Day			55 & 55A London Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/03/25
Part conversion/change of use of ground floor Class E use to incorporate into residential use at existing first floor flat. Associated internal and external works including removal of external staircase, fence being replaced with privacy screen, new refuse/cycle storage and alterations to fenestration.				

Comment

Sevenoaks Town Council recommended approval, subject to:

- The Planning Officer being satisfied with the materials and designs
- The Conservation Officer being satisfied that there will be no negative impact on a Conservation Area
- The business frontage onto London Road being maintained

8	<i>Plan Number</i> 25/00521/HOUSE	<i>Planning officer</i> Christopher Park 19/03/2025	<i>Town Councillor</i> Cllr Shea	<i>Agent</i> AK-Studios
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms D Miller			16 Pontoise Close	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				26/02/25
Conversion of garage to habitable room and changes to fenestration.				

Comment

Sevenoaks Town Council recommended approval.