

**Minutes of the meeting of the Planning & Environment Committee
Held on Monday 30 June 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/ifu2FR4i-q0>

Meeting commenced: 19:00

Meeting Concluded: 20:28

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	Apologies
Cllr Clayton – Mayor	Apologies	Cllr Shea – Leader	Present, left at 8:25pm
Cllr Daniell – Deputy Leader	Apologies	Cllr Skinner OBE – Vice Chair	Apologies
Cllr Dr Dixon	Apologies	Cllr Varley	Present
Cllr Granville – Deputy Mayor	Present	Cllr Willis	Apologies
Cllr Gustard	Present	Cllr Wightman	Present

Also in attendance:

Town Clerk

Planning Committee Clerk

PUBLIC QUESTION TIME

None.

174 - APOLOGIES FOR ABSENCE

As above.

175 - REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

176 - DECLARATIONS OF INTEREST

None.

177 - MINUTES

The Committee received the MINUTES of the Planning Committee Meeting held 16th June 2025.

It was RESOLVED that the minutes be approved.

178 - SEVENOAKS TOWN COUNCIL'S REQUEST FOR WICKENDEN ROAD RECONSTRUCTION TO BE EXTENDED

Councillors noted confirmation from Kent County Council's Road and Flooding Alleviation team that reconstruction of the remainder of Wickenden Road as well as adjoining Swaffield Road is featured in Kent County Council's Forward Works Plan. It was noted that a delivery timeline was not currently available due to such works being re-prioritised annually dependent on budget allocations.

179 - KENT ASSOCIATION OF LOCAL COUNCILS: SURVEY ON LOCAL GOVERNMENT REORGANISATION

a) The Committee noted that the Kent Association of Local Councils is seeking feedback via the below-linked survey, on how Town and Parish Councils are approaching the upcoming government reorganisation and future devolution:

<https://www.surveymonkey.com/r/8TD637L>

b) It was noted that the survey deadline is 21st July 2025. It was therefore **RESOLVED** to defer the item to the next meeting on 14th July, at which a draft response would be presented by Officers, with comments from Councillors welcomed in advance.

180 - BUILDING CONTROL TEAM'S RESPONSE TO TOWN COUNCIL CONCERNS REGARDING THE MONITORING PROCESS OF A RECENT DEVELOPMENT

a) The Committee received and noted a response from Sevenoaks District Council's Building Control team, responding to the Town Council's concerns regarding its monitoring and enforcement process during the recent inaccurate delivery of a local planning application. Councillors expressed disappointment that the response did not address the discrepancy between the built form and approved plans. It was noted, however, that further response had since been received on behalf of the Chief Executive, who had initiated an investigation into the matter.

b) It was agreed that the Town Council await further update from the Chief Executive – expected by 10th July 2025 – with Councillors to follow up should the response remain unsatisfactory.

181 - KENT COUNTY COUNCIL - PUBLIC CONSULTATION ON DRAFT ADULT SOCIAL CARE PREVENTION FRAMEWORK

a) The Committee received reminder that Kent County Council is consulting on its draft Adult Social Care Prevention Framework, and that a Working Group was formed on 16th June 2025 comprising Cllr Camp, Cllr Clayton, Cllr Dr Canet and Cllr Granville to prepare a draft response.

b) It was noted that all documents relevant to the consultation, including supporting documents, dates of in-person and online drop-in sessions and opportunity to comment on the proposals are available to view via the following webpage:

<https://letstalk.kent.gov.uk/prevention-framework>

c) The Committee received and noted copy of correspondence from Kent County Councillors in relation to the Town Council's concerns about the accessibility of the consultation to residents with less confidence with, or access to, online services.

d) It was **RESOLVED** that the item be deferred to the next meeting on 14th July in order to allow the Working Group further time to prepare a draft response.

182 - SEVENOAKS DISTRICT COUNCIL - PUBLIC CONSULTATION ON PROPOSED ACTIVE TRAVEL ROUTE

a) The Committee received reminder that Sevenoaks District Council is consulting on early plans for a walking, wheeling and cycling route between Otford Town Centre and Bat & Ball in Sevenoaks, and that Cllr Clayton and Cllr Shea had been previously nominated by the Planning & Environment Committee on 16th June 2025 to produce a draft response.

b) It was noted that all documents relevant to the consultation, including supporting documents, dates of in-person drop-in sessions and opportunity to comment on the proposals are available to view via the following webpage:

<https://engagement.sevenoaks.gov.uk/strategic-planning/otfordtosevenoaks/>

c) Cllr Shea presented a draft response as produced by Cllr Clayton in discussion both with herself and Otford Parish Councillors. This highlighted in particular, the disadvantage of the route failing to link with the East to West cycling route as well as nearby schools, as well as the bridge which links Swanzy Road to Cramptons Road.

d) Councillors thanked both Cllr Shea and in particular Cllr Clayton for producing the draft response. It was **RESOLVED** that final approval of the formal response be deferred to the next meeting however, in order to allow residents' views at the Bat & Ball consultation event to inform the final submission.

183 - TECHNICAL PLANNING GOVERNMENT CONSULTATIONS

a) The Committee received reminder that central Government is running the following key public consultations relating to the planning system:

- **Consultation 1:** [Implementing measures to improve transparency of Build Out](#) - closing 7th July

- **Consultation 2:** [Exploration of potential incentives and penalties to encourage buildout](#) - closing 7th July 2025
- **Consultation 3:** [Proposed reform of site thresholds to introduce three separate thresholds](#) - closing 9th July 2025
- **Consultation 4:** [Proposed reform of planning committees](#) - closing 23rd July 2025
- **Consultation 5:** [Proposals to change BNG requirements for minor, medium and brownfield development](#) - closing 24th July 2025
- **Consultation 6:** [Proposed introduction of BNG requirements for National Significant Infrastructure Projects](#) - closing 24th July 2025

b) The Committee received and noted a report summarising the contents of each of the above consultations, which were discussed one-by-one.

c) It was **RESOLVED** that the following responses be submitted to the relevant government consultations:

- **Consultation 1:** Councillors welcomed support from the government to encourage built-out, however expressed concern that the proposed thresholds for requiring transparency reports would not capture non-housing projects or smaller developments on important strategic sites. The Town Council therefore recommended as an alternative that a standard condition be introduced for planning permissions, requiring the *completion* of building works within a set timeframe, as opposed to being limited to the commencement of works.
- **Consultation 2:** Councillors recommended that powers be granted to Town and Parish Councils to pursue their own Compulsory Purchase Orders (CPO) independent of Local Planning Authorities (LPAs). This was considered especially important given the upcoming government reorganisation and devolution, which will see District and Borough Councils replaced with less local, unitary councils.
- **Consultations 3 and 4:** Councillors expressed concern that reducing the scope of planning applications that can be considered by LPA Planning Committees could risk a reduction in local democracy and debate in a public forum. Councillors suggested that a more appropriate condition for when an application could be restricted from being considered at a LPA Planning Committee could be in instances where the local Town or Parish Council has supported the application. This in order to retain the important influence of locally elected representatives and a modicum of democratic process.
- **Consultation 5:** Councillors recommended that any new central government policies regarding Biodiversity Net Gain should only apply to areas where they would not conflict with existing locally set policies on Biodiversity Net Gain, either in Local Plans or Neighbourhood Development Plans. This was considered important to local democracy due to the contents and policies within Neighbourhood Plans having been set and voted on by local residents.

- **Consultation 6:** This consultation was not considered relevant to Sevenoaks Town, due to there being no land available for Nationally Significant Infrastructure Projects.

d) Councillors thanked the Planning Committee Clerk for her summary report of the various planning policy consultations.

184 - CONSULTATION ON A NEW TOWN COUNCIL

a) Councillors received reminder that Tonbridge & Malling Borough Council had launched a consultation on 2nd June 2025, seeking views on whether a Town Council should be created for Tonbridge. This will run for six weeks and conclude at 5pm on 14th July 2025.

b) It was noted that full details including Frequently Asked Questions and online survey are available to view via the following link: <https://www.tmbc.gov.uk/voting-elections/tonbridge-town-council-review>

c) It was noted that the Town Clerk alongside Cllr Shea as Leader of the Town Council had joined a formal meeting and panel to answer questions about Town and Parish Councils. Councillors wished the potentially emerging Town Council well, however did not consider it appropriate for a formal response to be submitted.

185 - STREET NAMING AND NUMBERING - NOTIFICATION OF AMENDED ADDRESS

Councillors noted that the former address of Ty Tyle Coch, Ashgrove Road had been renamed Springshaw, Ashgrove Road.

186 - PLANNING APPLICATIONS

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

b) The Committee considered planning applications received during the two weeks ending 23rd June 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

187 - PRESS RELEASES

It was **RESOLVED** that a Press Release be issued, providing an update on the Former Farmers Site planning application, and the Town Council's latest recommendation.

There being no further business the Chair closed the Meeting.

Signed
Chair

Dated

Footnote:

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

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

Planning Applications Considered

Applications considered on 30-6-25

1	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/01339/FUL	Sean Mitchell 14/07/2025	Cllr Shea (As Leader, on behalf of Cllrs Mitchell, Wood)	NTR Planning Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Glenman Corporation Ltd	Former Site of the Farmers	London Road	St Johns	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			23/06/25	

24/01339/FUL - Amended plan

Erection of a 6 storey building comprising 56 apartments, 697sqm of commercial floorspace (ground floor) and associated 3 disabled parking bays and landscaping. Solar panels.

A summary of the main changes are set out below:

Additional information - transport statement and updated Flood Risk and drainage report.

Comment

Sevenoaks Town Council continued to maintain its objections to the application, including its concern about the lack of any contribution to the affordable housing needed for the residents of Sevenoaks, and recommended refusal on the following grounds:

- The scale and massing of the development is out of character with other existing and new developments in the area;
- It would have an overbearing impact on houses on St Botolphs Avenue, with the potential for serious overlooking into neighbouring gardens and houses;
- As currently proposed, the application does not include a sufficient Transport and Travel Plan, which is needed to demonstrate that the site and existing transport facilities can indeed support a carless development;
- There is a serious deficit on Biodiversity gain, given the original green state of the previous permission and the requirement under Sevenoaks Town Neighbourhood Plan Policy L1 for new development to deliver a 10% net gain in biodiversity.
- Lack of any affordable housing or contribution towards delivering it offsite - both of which the Town Council notes were conditioned on the previous Appeal decision for development on this site.

Informative:

Sevenoaks Town Council advised that consideration must also be given to the improving both design and pedestrian safety of the very busy junction where Hitchen Hatch Lane and London Road intersect.

In addition, the Town Council considered that these proposals should have first been submitted to a Design Review Panel prior to the planning application stage in order to address such concerns.

This as per the Sevenoaks Town Neighbourhood Plan under Aim C6, which states that "The Town Council will normally require major planning applications or sites within sensitive locations, to be submitted to a Design Review panel for review early in the planning process".

The Town Council on review of the additional documents uploaded - namely the updated Transport Statement - noted that this fails to acknowledge the poor design of the existing junction and its crossing, nor the steep incline and narrow pavements towards the Town Centre and the deterrent that they causes both to pedestrians and cyclists in accessing the Town Centre.

The Town Council also noted that the proposed cycle store has insufficient cycle storage for the number of units and new residents proposed, with no provision for a Car Club and no parking space for the delivery vehicles which would be servicing the new flats.

Planning Applications Considered

Applications considered on 30-6-25

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00005/FUL	Summer Aucoin 01/07/2025	Cllr Clayton	Designhomeplan Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Micallef		50 St Johns Hill	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			10/06/25	

25/00005/FUL - Amended plan

Single storey rear extension with rooflight, alterations to fenestration.

A summary of the main changes are set out below:

The applicant has provided further drawings.

Comment

Proposed from the Chair with Cllr Clayton's apologies:

Sevenoaks Town Council recommend approval, provided that:

- The Planning Officer is satisfied that there is no detriment to neighbouring flats, and
- Parking requirements generated by this extension can be accommodated on site.

Planning Applications Considered

Applications considered on 30-6-25

3	Plan Number	Planning officer	Town Councillor	Agent
	25/00410/HYB	Sean Mitchell 07/07/2025	Cllr Dr Canet	DHA Planning
Applicant	House Name	Road	Locality	
Sevenoaks District Council	Council Depot	Otford Road	Northern	
Town	County	Post Code	Application date	
			16/06/25	

25/00410/HYB - Amended plan

Hybrid Planning Application comprising: Full planning permission for the demolition/removal of existing buildings and structures and the construction of 3no employment units (Use Class E(g) (ii), (iii) and B8), with associated parking and landscaping and optional mezzanine floor to each unit and outline planning permission with all matters except for access for the construction of a drive-thru restaurant selling food and drink for consumption on and off the premises (sui generis).

A summary of the main changes are set out below:

Additional SuDs information, amended Computer Generated Images (CGI), landscape drawing, refuse store drawing, revised design and access statement.

Comment

Sevenoaks Town Council reiterated its previous recommendation for refusal on the following grounds:

- Non-compliance of the Fast Food element with National Planning and Policy Framework Paragraphs 96 and 97,**
- Non-compliance of the proposals with the following Sevenoaks Town Neighbourhood Plan Policies:**
 - a) C9 (protecting and enhancing the landscape setting and character of town and visibility to and from the open countryside),**
 - b) C10 (enhance the gateways and arrival points into the town)**
 - c) M9 (supports measures that will encourage a shift towards the use of greener modes of transport by businesses and residents)**
 - d) D1 (design guidance on nearby sites for Carpetright/Wickes and Travis Perkins, which recommends that light industrial uses be relocated to the Vestry Industrial Estate in order to remove the inappropriate siting of them within residential areas, and resolve the conflict between light industrial employment and residential accommodation in this area.**
- Non-compliance with Sevenoaks District Council Policy EN2 (safeguarding amenities of current and future residents with regard to noise, odour, activity or vehicle movements, visual intrusion), as well as EN7 (noise pollution)**
- The lack of pavement and safe crossing point across the A225 to access the fast food restaurant, which is likely to attract school children, poses a highway safety concern, and no mitigation has been proposed to manage the traffic leaving and entering site at a point with low visibility. The Town Council noted the newly submitted transportation information, however due to the absence of detail on how pedestrians will safely cross, maintained these strong pedestrian-safety concerns.**
- The Town Council considered that the existing level of light industrial use in the area reduced the justification for further such development, placing greater emphasis on safeguarding the area's residential nature, as well as the visual impression of the Town that it provides, as an important gateway location.**

Informative:

Sevenoaks Town Council recommended that, should the District Council be minded to approve the application, it should be subject to a Design Review Panel, as per Sevenoaks

Planning Applications Considered

Applications considered on 30-6-25

Town Neighbourhood Plan Aim C6. In addition, any permission granted for the industrial units in the full application should be conditioned to ensure that the uses do not risk any damage to the neighbouring SSSI, watercourses or wildlife.

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00839/HOUSE	Summer Aucoin 01/07/2025	Cllr Wightman	BVDS Architects
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr C Evans		Quarries	Parkfield	Wilderness
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				10/06/25

25/00839/HOUSE - Amended plan

Alterations to side and rear glazing, addition of new rooflight to rear roof, new external side canopy and repainting of existing timber windows in new colour.

A summary of the main changes are set out below:

The applicant has updated the plans to remove the solar panels.

Comment

Sevenoaks Town Council recommended approval.

5	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/01252/HOUSE	Abbey Aslett 01/07/2025	Cllr Wightman	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Madden		Holly Cottage	Blackhall Lane	Wilderness
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				10/06/25

Construction of single garage to side of dwelling. New pitched adjoining roof.

Comment

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

Planning Applications Considered

Applications considered on 30-6-25

6	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/01300/CONVAR	Anna Horn 08/07/2025	Cllr Shea	Offset Architects
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr P Lansdale	Greatness Playing Fields	Mill Lane	Northern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			17/06/25	

25/01300/CONVAR - Amended plan

Variation of condition 2 (Materials), 3 (Approved drawings), 4 (Landscaping), 6 (Construction Management Plan), 8 (Pedestrian footpath), 9 (Ecological enhancements), 11 (Cycle Parking details), 12 (Lighting details) of 24/00712/FUL to Construction of new covered stands and Club house. Extension to existing parking area with additional parking spaces created. New cycle stands and vehicle charging points. New gate leading to new overspill parking area. Pedestrian cycle path. Resurfacing and re marking of existing parking area. Removal of existing stands. Relocation of gate to skate park. Relocation of cycle stands, bin and bench. New cycle stands. New Paths. Hard and soft landscaping. Addition of bird and bat boxes with amendment to Reduce scheme to meet funding allocation and value engineering.

A summary of the main changes are set out below:

The applicant has amended the plans following the comments from Sports England and the Urban Design Officer, regarding the sight lines into the changing rooms and reinstating the footpath.

Comment

Sevenoaks Town Council did not provide comment, being the landowner.

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/01465/MMA	Christopher Park 14/07/2025	Cllr Granville (On behalf of St J	Martin Bush Chartered Ar
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr M Gorringe		48 Golding Road	St Johns	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			23/06/25	

Amendment to 23/01682/HOUSE to increase the length of the rear extension and alter the rear exit into the garden

Comment

Sevenoaks Town Council recommended approval.

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/01470/HOUSE	Christopher Park 01/07/2025	Cllr Camp	KmCreations.Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Ms Green		52 St Johns Road	St Johns	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			10/06/25	

Proposed single storey rear extension, parapet roof style and two flat roof lights. Change current pitched roof on existing single storey rear extension to match the proposed extension.

Comment

Sevenoaks Town Council recommended approval, provided there is no impact or encroachment to the neighbours on either side from the extension.

Planning Applications Considered

Applications considered on 30-6-25

9	Plan Number 25/01472/HOUSE	Planning officer Stephanie Payne 14/07/2025	Town Councillor Cllr Camp (As Chair, on behalf of Eastern Ward)	Agent KHD Architecture Ltd
Applicant		House Name	Road	Locality
Ms T Munday			20 Serpentine Road	Eastern
Town		County	Post Code	Application date
				23/06/25
First floor side and part-rear extension following demolition of existing dormer, Ground floor infill rear extension, Reinstating of original dropped kerb, relocation of entrance and alterations to fenestration including porch canopy, conversion of garage to habitable room ancillary to dwelling, alterations to landscaping including rear patio.				

Comment

Proposed from the Chair with Cllr Clayton's apologies:

Sevenoaks Town Council recommended approval provided the Highway Authority is content with the new access which is proposed.

10	Plan Number 25/01499/HOUSE	Planning officer Abbey Aslett 04/07/2025	Town Councillor Cllr Camp (As Chair, on behalf of Eastern Ward)	Agent Elizabeth Nixon Interiors
Applicant		House Name	Road	Locality
Mrs P Alderman			44 Quakers Hall Lane	Eastern
Town		County	Post Code	Application date
				13/06/25
Loft conversion with a new dormer window. Installation of 3 roof lights with alterations to fenestration.				

Comment

Proposed from the Chair with Cllr Clayton's apologies:

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that the large dormer window is subservient to the original ridge height of the main roof.

11	Plan Number 25/01532/FUL	Planning officer Stephanie Payne 07/07/2025	Town Councillor Cllr Michaelides	Agent Kentex Draughting Services Ltd
Applicant		House Name	Road	Locality
Mr M Gill			144A London Road	Town
Town		County	Post Code	Application date
				16/06/25
Proposed loft conversion with dormer and rooflights. Sub-division into two duplex flats.				

Comment

Sevenoaks Town Council recommended refusal, unless the Planning Officer is satisfied that there will not be an unacceptable loss of amenity and privacy to the neighbouring property.

Planning Applications Considered

Applications considered on 30-6-25

12	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/01573/HOUSE	Christopher Park 09/07/2025	Cllr Gustard	Harringtons 2006
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Robinson			11 Croft Way	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				18/06/25
First-storey side/rear infill extension.				

Comment

Sevenoaks Town Council recommended approval, providing the Planning Officer is satisfied that there is no loss of amenity and light to the neighbouring properties.