

Sevenoaks Town Council

Minutes of the meeting of the Planning & Environment Committee Held on Monday 28 July 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/CKL_gCvJi14

Meeting commenced: 19:00

Meeting Concluded: 20:03

Present:

Committee Members

Quorum minimum of six members

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

Also in attendance:

Town Clerk
Planning Committee Clerk
3 Members of the Public

PUBLIC QUESTION TIME

None.

249 - APOLOGIES FOR ABSENCE

As above.

250 - REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

251 - DECLARATIONS OF INTEREST

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

- [Plan no. 1] 25/00104/FUL – Greensands, Oak Lane

252 - MINUTES

The Committee received the MINUTES of the Planning Committee Meeting held 14th July 2025.

Sevenoaks Town Council

It was RESOLVED that the minutes be approved.

253 - STREET NAMING AND NUMBERING - UPDATE ON NAMING OF FORMER ROYAL OAK HOTEL

The Committee received a summary report, providing background and an update on the upcoming renaming of the Former Royal Oak Hotel. Councillors noted with enthusiasm that both the District Council and the developer of the former Hotel appear to be receptive to an alternative name which had been proposed by District Councillor Purves and which would retain its namesake. The proposed name “The Old Royal Oak” was welcomed, and Councillors expressed their hope that this would be formalised soon.

254 - STREET NAMING AND NUMBERING - NOTIFICATION OF NEW ADDRESSES

The Committee received notice and plans for three new detached dwellings to replace the former restaurant at 47 Bethel Road. It was noted that the new addresses for these would be 46, 47 and 48 Bethel Road.

255 - 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 during the two weeks ending 21st July 2025.

256 - PLANNING APPLICATIONS

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

- **[Plan no. 1] 25/00104/FUL – Greensands, Oak Lane**

b) The Committee considered planning applications received during the two weeks ending 21st July 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

257 - PRESS RELEASES

It was **RESOLVED** that a Press Release be issued, expressing the Town Council’s support for the hoped reinstatement of the Royal Oak Hotel’s namesake.

Sevenoaks Town Council

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 28-7-25

1	Plan Number	Planning officer	Town Councillor	Agent
	25/00104/FUL	Stephanie Payne 11/08/2025	Cllr Gustard	Black Elephant Architectu Design Studio
Applicant	House Name	Road	Locality	
XLX Sevenoaks Ltd (Gould)	Greensands	Oak Lane	Kippington	
Town	County	Post Code	Application date	
			18/07/25	

25/00104/FUL - Amended plan

Demolition of existing care home and construction of an 8 flat residential building. Alterations to access. Hard and soft landscaping. Cycle and bin storage units. Extension of hardstanding for associated parking.

A summary of the main changes are set out below:

Further information has been submitted in the form of:

- Updated highway visibility information
- Bat emergence survey results
- Updated BNG metric and off site summary
- Other arboricultural and landscaping documents have been updated

//Further reconsultation letter received 20th July 2025 with the following additional changes:

Further to the recent re-consultation, the BNG Assessment letter has been revised and is submitted under this re-consultation.//

Comment

Sevenoaks Town Council recommended refusal on the following grounds:

- Overlooking of neighbouring properties both to the North and South, and subsequent loss of amenity and privacy to their inhabitants, contrary to Policy EN2 of the District Council's Allocations and Development Management Plan
- Inappropriate bulk and massing of the site, contrary to Policy EN1 of the District Council's Allocations and Development Management Plan
- The designs are incongruent with the Residential Character Area Assessment including the use of materials, contrary to Policy C4 of the Sevenoaks Town Neighbourhood Plan
- Concerns over the protection of TPO trees within the build zone
- Concerns as to perceived inconsistency of the methodology used to calculate Biodiversity Net Gain
- The ecology and light assessment references the setting as "urban" which the Town Council would contest. This is a country lane and the Town Council therefore considered that the ecological management plan should be produced with the setting corrected, in order for the potential impact of development to be accurately assessed.

Informative:

If the District Council is minded to approve the application, the Town Council requested that:

- A light assessment be undertaken to evaluate impact to the annexe at White Friars and on the Conservation Area and protected species present
- An ecological enhancement and monitoring plan be submitted, which retains and protects trees and hedgerows within and around the development site
- The Tree Officer respond to the new Tree Report submitted on 18th March from Quaife Woodlands and confirm their satisfaction with the tree protective measures proposed, in addition to investigation being undertaken as to existing damage to trees caused by recent construction activities
- The District Council Officers be reminded that the Residential Character Area Assessment was produced not only to protect the character from the streetview, but also all other views as well as amenity of residents. The Town Council considered the design at the sides of the proposed development to cause significant overlooking into the living space and gardens of neighbouring occupied dwellings, which is contrary to the Residential Character Area

Planning Applications Considered

Applications considered on 28-7-25

Assessment.

- The proposed plans, of which earlier iterations had been considered and revised by a Design Review Panel, be resubmitted to the Panel due to their having since been amended from the plans that arose from it. This request is supported by Aim C6 of the Sevenoaks Town Neighbourhood Plan which requires a Design Review Panel be utilised for proposals within a sensitive location.

- Comment from Kent Highways be requested, regarding parking provision and any potential impact of parking overspill onto nearby local roads.

Finally, concern was raised as to whether the methodology used for calculating and recalibrating the Biodiversity Net Gain provision was consistent, with request therefore made to Officers for its correct output to be confirmed. Councillors further requested that efforts be made to direct any Biodiversity gain within Sevenoaks Town, if it cannot be delivered on-site or within its vicinity.

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00953/HOUSE	Samantha Yates 31/07/2025	Cllr Skinner	MSD Architects
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Bournebeech Ltd (D Thompson)			75 Bradbourne Park Road	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				10/07/25

25/00953/HOUSE - Amended plan

Proposed single storey rear extension with skylight.

A summary of the main changes are set out below:

Drawing amended to remove reference to a front porch.

Points of clarification: windows shown on side elevation of the house are already approved under a different consent.

This planning application purely relates to a proposed rear extension only.

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 28-7-25

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00978/FUL	Stephanie Payne 08/08/2025	Cllr Dr Dixon	Robinson Escott Planning
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Sevenoaks Plans	Land Rear of	26 St James Road	St Johns	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			18/07/25	

25/00978/FUL - REVALIDATED 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:

Additional Certificate B received and drawing set re-submitted.

Comment

Sevenoaks Town Council recommended refusal on the grounds that the proposed development would be cramped and overdeveloped, particularly at three storeys.

Informative:

The Town Council also raised concern as to whether there is adequate emergency vehicle access and turning provision for the site.

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/01086/FUL	Christopher Park 29/07/2025	Cllr Daniell	DMP
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr Ingram	West Heath School	Ashgrove Road	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			08/07/25	

Proposed two storey extension to North West elevation of main building, incorporating main hall, 6 new classrooms, servery, WC accommodation and relocation of school main entrance/reception. Installation of PV equipment and mechanical plant at roof level and relocation of boiler flue to existing building. New hard and soft landscaping.

//Additional consultation letter received 14/07/2025. A summary of the main changes are set out below:

Amended 3D images of the proposed development have been provided. Additionally, an energy statement has been submitted.//

Comment

Sevenoaks Town Council recommended approval, provided that a Tree Protection Plan securing protection of the cedar tree is submitted and approved by the Tree Officer, and provided the Conservation Officer confirms their satisfaction with the design.

Planning Applications Considered

Applications considered on 28-7-25

5	<i>Plan Number</i> 25/01197/HOUSE	<i>Planning officer</i> Christopher Park 11/08/2025	<i>Town Councillor</i> Cllr Shea	<i>Agent</i> N/A
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr P Morton	Pounsley Studio	Pounsley Road	Duntun Green (ADJ North	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			21/07/25	

ADJOINING Parish Consultation:

Erection of a single storey garage.

Comment

Proposed by Cllr Skinner, with Cllr Shea's apologies:

Sevenoaks Town Council did not provide comment, as the application site is located outside of the Sevenoaks Town boundary.

6	<i>Plan Number</i> 25/01568/FUL	<i>Planning officer</i> Abbey Aslett 07/08/2025	<i>Town Councillor</i> Cllr Granville	<i>Agent</i> Consilium Town Planning
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Net And Estate Limited		36-38 London Road	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			17/07/25	

New rooflights on rear slope of main roof. Raised rooflights on single storey rear extension, alterations to fenestrations to rear extension and including to rear wall. Replace x 3 existing windows on first floor rear elevation. Ground floor recess area removed an internal wall to be inserted to separate building.

Comment

Proposed by Cllr Michaelides, with Cllr Granville's apologies:

Sevenoaks Town Council recommended approval, subject to the Conservation Officer being satisfied that there will be no damage to the historic fabric of the building, and that the materials proposed will be appropriate.

7	<i>Plan Number</i> 25/01577/HOUSE	<i>Planning officer</i> Summer Aucoin 01/08/2025	<i>Town Councillor</i> Cllr Ancrum	<i>Agent</i> Arkiplan Architectural Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
H Dalmeida		79 Hillingdon Avenue	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			11/07/25	

Demolition of existing outbuilding and erection of a larger outbuilding.

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied with the waste water / sewage arrangements.

Planning Applications Considered

Applications considered on 28-7-25

8	Plan Number	Planning officer	Town Councillor	Agent
	25/01767/FUL	Summer Aucoin 08/08/2025	Cllr Gustard	Carmen Austin Architectu
Applicant		House Name	Road	Locality
Mr & Mrs Holland		Ashgrove Place	Ashgrove Road	Kippington
Town		County	Post Code	Application date
				18/07/25
Demolish single garage. Construct new single garage. Rear boiler room, porch, side additions. Front infill addition to store. New front door and sidelights, alterations to fenestration.				

Comment

Sevenoaks Town Council recommended approval.

9	Plan Number	Planning officer	Town Councillor	Agent
	25/01841/HOUSE	Stephanie Payne 08/08/2025	Cllr Ancrum	Harringtons 2006
Applicant		House Name	Road	Locality
Mr Watson			31 Vine Court Road	Eastern
Town		County	Post Code	Application date
				18/07/25
Alterations to existing sun lounge and rear flat roof with rooflights and a side pergola. Installation of solar panels to main dwelling roof and rear flat roof. Replacement shed and new pergolas to rear garden with solar panels. Alterations to fenestration and associated landscaping.				

Comment

Sevenoaks Town Council recommended approval.

Informative:

Sevenoaks Town Council considered that investment in energy efficiency and carbon saving initiatives are to be welcomed in pursuit of the town's overall Net Zero strategy, in addition to delivery of Policy D6 of the Sevenoaks Town Neighbourhood Plan, which supports the retrofitting of existing homes to improve their energy efficiency.