

Minutes of the PLANNING COMMITTEE held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 21st December 2015 at 7pm

Present:

Committee Members

Cllr Arnold	Present	Cllr Parry	Present
Cllr Busvine OBE	Present	Cllr Parson	Apologies
Cllr Canet	Present	Cllr Piper	Present
Cllr Chakowa	Apologies	Chairman - Cllr Raikes	Present
Cllr Clayton	Present	Cllr Schneider	Apologies
Cllr Eyre	Present	Cllr Towell	Apologies
Cllr Hogarth – Vice Chairman	Present	Cllr Waite	Apologies
Cllr Mrs Parry	Present	Cllr Walshe	Apologies

Also in attendance:

Town Clerk
 Assistant Town Clerk
 2 member of the public

PUBLIC QUESTION TIME

None

Sir Michael Harrison and David Gamble of the Sevenoaks Society, gave a 20 minute presentation on the progress of the Society’s Local Listing project. It was noted that the Society was nearing the end of the first tranche of roads, which predominantly covered Town, St Johns, and Kippington ward. Sevenoaks District Council would be consulting on the first tranche in the new year, at which point Sevenoaks Town Council would be asked to formally comment on the document. Work on the second tranche covering Northern, Eastern, and Wildernesse wards would begin next year. Thanks were extended to both Sir Michael Harrison and David Gamble for giving up their time to address the Committee, and for the outstanding work undertaken by the Society and its volunteer group on the project to date. It was noted a written summary on the local listing project would be attached as an appendix to the minutes.

322 **REQUESTS FOR DISPENSATIONS**

None

323 **DECLARATIONS OF INTEREST**

None

324 **MINUTES**

(a) The minutes of the Planning Committee meeting held on Monday 7th December 2015, previously approved at Council, were received and noted.

It was noted that there were errors in the list of declarations of lobbying and interest. The correct wording is as follows with amendments shown in bold:

- Cllr Parson declared a non pecuniary interest in planning application [8] **15/03502/CONVAR – Little Chart, 46 Oakhill Road**
- Cllr Parry declared he had been lobbied in respect of [13] **15/03543/HOUSE – 49 Brattle Wood**
- Cllr Parson declared he had been lobbied in respect of [12] **15/03530/HOUSE – 21 Gordon Road**

- (b) The Minutes of the Sevenoaks Town Neighbourhood Development Plan Steering Committee meeting held on the 7th December 2015 were received and noted.

It was noted that the consultation and leafleting exercise on the 11th and 12th December had gone well, and thanks were extended to all volunteers who gave up their time to assist with the exercise.

325 CONSULTATIONS

The Committee received and considered a DCLG consultation on the Community Infrastructure Levy.

It was **RESOLVED that** the Clerk draft a briefing paper for Councillors to be circulated in the new year, with a particular focus on viability considerations.

326 TREE PRESERVATION ORDERS

The Committee received and noted the making of the following tree preservation order:

- HW/TPO/14/2015 – Outside the White Hart Public House

327 TONBRIDGE ROAD – STREET LIGHTS

The Committee received and considered paperwork supplied to the Joint Transportation Bard meeting on the 8th December 2015 concerning the removal of 26 street lights in Tonbridge Road.

It was **RESOLVED that** Sevenoaks Town Council contacts Kent County Council objecting to the removal of the street lights, requesting that they be taken out of the trail and turned back on. In addition, requesting that once upgraded to LED lights the Town Council is consulted on the required timings for the lights.

328 PLANNING COMMENTS

The Committee discussed concerns with regards to the length of time the Town Council is allocated to make comments on planning applications. It was noted that in the future, in order to ensure comments are made within the allotted time, the following modifications would be made to internal procedure:

- Minutes will be distributed electronically as soon as produced, rather than being distributed on the Thursday following the Planning Meeting.
- Applications with a deadline before, on the day of, or on the day after, a Planning Meeting would be dealt with under Chairman's Action in consultation with the relevant ward member.

329 ENFORCEMENT

The Committee received and noted an enforcement notice had been issued by Sevenoaks District Council in relation to the following address:
i. 35A St Botolphs Road

330 APPEALS

The Committee received and noted the venue for the following informal hearing:
i. 14/03809/FUL – 3 – 15 Lime Tree Walk

It was **RESOLVED that** the Town Council be represented by the Vice Chairman of the Committee, Cllr Hogarth.

331 PLANNING APPLICATIONS

The Committee considered planning applications received from the Sevenoaks District Council during the two weeks ending 17th December 2015 and **it was RESOLVED that** the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

332 PRESS RELEASE

It was **RESOLVED that** a press release be issued on the Town Council's appreciation and support for the work of the Sevenoaks Society on the Local Listing project.

The meeting closed at 8:20pm

CHAIRMAN

Planning Applications Considered

Applications considered on 21-12-15

1	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/02687/HOUSE	M Besant 29-12-2015	Cllr Towell	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr S Tomkins			1 Cramptons Road	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				09/12/15
Erection of a single storey side extension incorporating Velux windows no.2 and replacement porch.				

Sevenoaks Town Council recommended approval subject to the planning officer being satisfied that the planning application meets recommendations set out in pre application advice.

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03602/HOUSE	P Dadswell 23-12-2015	Cllr Parry	Mr FitzGerald0132344225
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs J Berrocal		Knisna	10 Kippington Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				04/12/15
To create a rear extension including a pool building, underground changing rooms and a front garage.				

Sevenoaks Town Council recommended approval.

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03610/HOUSE	J Overall 22-12-2015	Cllr Mrs Parry	Mr B Best 455029
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr J Barnard			2 Oakdene Road	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/12/15
Demolition of existing garage, store and first floor. The erection of single storey side and two storey rear extensions and the raising of the roof to incorporate a new first floor accommodation.				

Sevenoaks Town Council recommended approval.

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03630/OUT	P Dadswell 28-12-2015	Cllr Piper	Mrs Tasker01689 836334
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Kentmere Homes			1 Brattle Wood	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				08/12/15
Outline application for demolition of existing detached dwelling and an attached garage and replacement with two detached dwellings, including altered access with some matters reserved.				

Sevenoaks Town Council recommended refusal on the grounds that due to the site's prominent position it is not suitable for an outline application with reserved matters.

Planning Applications Considered

Applications considered on 21-12-15

5	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03709/HOUSE	J Overall 24-12-2015	Cllr Eyre	Mr B Best 455029
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr S Johnston			27 Braeside Avenue	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				04/12/15
Erection of a single storey rear extension. Alterations to front entrance.				

Sevenoaks Town Council recommended approval.

6	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03714/HOUSE	P Dadswell 23-12-2015	Cllr Waite	Mr C Rayner 461806
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs P Shepperd			51 Hartslands Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				04/12/15
Erection of a two storey side extension and loft conversion.				

Sevenoaks Town Council recommended refusal unless:
 - The Planning Officer is satisfied that the impact on no. 53 and other neighbours can be limited by obscure glazing
 - The Conservation Officer is satisfied that impact on the conservation area is minimal, and that the development as a whole will preserve and enhance the conservation area

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03719/FUL	Mr A Byrne 04-01-2016	Cllr Arnold	Mr Wells 01634 786728
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr A Master		Land Rear Of High Trees	Wilderness Avenue	Wilderness
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				15/12/15
Erection of two new build detached dwellings.				

Sevenoaks Town Council recommended approval subject to the Conservation Officer being satisfied with the size of resultant plots.

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03747/HOUSE	H Weston 31-12-2015	Cllr Raikes	Mr J Legon 01435 872850
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr M Legon			55 Bradbourne Road	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				11/12/15
Erection of two storey side extension and two storey rear extension. Re-location of windows and doors. Creation of dormer. Alterations to garage.				

Sevenoaks Town Council recommended approval subject to the Conservation Officer being satisfied the reasons for the refusal of the previous application have been satisfactorily overcome.

Planning Applications Considered

Applications considered on 21-12-15

9	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03755/HOUSE	J Overall 05-01-2016	Cllr Eyre	Mr Rushen07770667331
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr A Birkett		The Old Stables	44 Oakhill Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				16/12/15
Removal of conifer hedge. Replaced with brick wall and close boarded timber fence in between brick piers.				

Sevenoaks Town Council recommended refusal due to the detrimental impact on the street scene. The Town Council requested that the Arboricultural Officer is consulted to verify the applicant's claim that the hedge is unable to be saved.

10	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03760/HOUSE	R Fellows 28-12-2015	Cllr Mrs Walshe	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr L Clark			32 St Johns Hill	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				08/12/15
Remove the existing flat roof porch to the East facing (rear) elevation and replace with a larger clay tile pitched roof verandah.				

Sevenoaks Town Council recommended approval.

11	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03785/LBCALT	H Weston 28-12-2015	Cllr Schneider	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr J Moir		Rear Of	12 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				09/12/15
Minor alterations and infill of archways.				

//Awaiting Chairman's Action//

12	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03793/HOUSE	R Fellows 30-12-2015	Cllr Arnold	Offset 753333
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Lee-Kemp		Parklands	Parkfield	Wilderness
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				10/12/15
Demolition of the existing garage, construction of a new attached garage and single storey rear extension.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 21-12-15

13	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03798/HOUSE	J Overall 01-01-2016	Cllr Clayton	Mr D Potter 354292
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mrs M Mulheirn			97 Seal Hollow Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				14/12/15
Alterations to entrance porch.				

Sevenoaks Town Council recommended approval subject to the Planning Officer being satisfied the materials will match the existing property.

14	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03809/HOUSE	P Dadswell 29-12-2015	Cllr Mrs Walshe	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr C Milne		Chestnuts	11 Holly Bush Lane	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				10/12/15
Replacement fence with brick pillars.				

Sevenoaks Town Council recommended approval.

15	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03814/FUL	H Weston 04-01-2016	Cllr Piper	Mr J Haskins 452200
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs D Popely			4 Littlecourt Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				16/12/15

Conversion of existing building from two self contained flats into 1 family dwelling, including a two storey rear extension with room within room space and a single storey side extension.

Sevenoaks Town Council recommended approval.

16	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	SE/15/03854/LBCALT	J Overall 01-01-2016	Cllr Busvine	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr B Pett			77 London Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				15/12/15

Removal of two rooflights, and replaced with two lantern lights. Internal alterations.

Sevenoaks Town Council recommended approval subject to the Conservation Officer being satisfied that the materials are suitable.

Council Conservation Department, the District Council Conservation Officer, a representative of the Town Council (who chairs the Panel), a local architect and a local historian.

So far, 489 assets have been put forward by the surveyors as suitable for local listing. Of those, 281 were accepted by the Selection Panel, 174 were rejected and 34 were deferred pending further investigation. There will be two more meetings of the Selection Panel, one in November and the other early in the New Year, before the results of the first tranche are handed over to the District Council, probably in March 2016.

The District Council will then carry out a public consultation exercise on those results, including notifying the owners/occupiers of assets proposed to be included in the local list. Following public consultation, the resulting list of assets will be included in a formally adopted document known as a Supplementary Planning Document ('SPD'). The matters to be included in the SPD are currently under discussion between the PMT and the District Council but, if there is subsequently a planning application to alter or demolish an asset in the local list, it will be a material consideration that the asset is identified in the local list having been through the above mentioned procedure.

Michael Harrison

LOCAL LIST REPORT

The Sevenoaks local listing project is reputedly the first of its kind in Kent as an example of the voluntary sector helping the District Council to compile a list of locally valued buildings (and other miscellaneous items such as railings, post-boxes, lamp posts etc), all of which are described by Historic England in policy documents as 'heritage assets', but are not actually listed by them. The District Council did not, and does not, have the resources to do the necessary work to compile such a list, so the Sevenoaks Society stepped in and offered to do the leg work for the District Council. Otherwise, there was no reasonable prospect of Sevenoaks having a local list, the purpose of which is to help to ensure that the buildings and other artefacts which residents of the town admire and cherish are protected and conserved.

A Project Management Team ('PMT') was formed consisting of Sir Michael Harrison (the Society's President), David Gamble (the Society's Chairman), John Stambouliouian (the project leader), Geraldine Tucker (historical research leader) and Nick Umney (data management).

The project covers the town of Sevenoaks which consists of 6 wards. That means that approximately 300 roads (or parts of roads) will have to be surveyed to assess whether the

buildings and other assets in those roads comply with the Selection Criteria which were devised by the PMT and which were approved by the District Council. So far, about 200 of the 300 roads have been surveyed.

The project is assisted by a splendid team of around 20 volunteers who help with the historical research and who undertake the surveying of the roads and the photographing and recording of buildings of interest. If anybody else would be interested in volunteering to take part in the project, whether by carrying out historical research on the roads to be covered or by surveying them, please get in touch with David Gamble whose contact details can be found at the beginning of this Newsletter.

It is a large project which will take some time to complete so the work has been divided into two phases or tranches. The first tranche consists of 3 of the 6 wards covering the town of Sevenoaks. Those 3 wards are the Town Centre Ward, St John's Ward and Kippington Ward.

All of the assets identified by the volunteer surveyors are put before an independent Selection Panel which consists of a representative from Historic England, a representative from Kent County

Meanwhile, immediately following the handover of the first tranche to the District Council in about March 2016, work will commence on the second tranche consisting of the remaining 3 town wards. It is too early to say how long the second tranche will take but, as the system is now 'well oiled' and as the first tranche covered the town centre which is where most of the older assets are to be found, it is envisaged that the second tranche may not take as long as the first one.

None of all this would be possible without the sterling work done by the historical researchers and the surveyors, whose contribution has been immense. Similarly, the Selection Panel, who are busy people, have been unstinting in their support and in the time they have given to the project. The PMT is enormously grateful to all of those people.

Finally, the Sevenoaks Town Council has also been very supportive of the project. It has made grants to cover incidental costs of the project and it has allowed the Council Chamber to be used free of charge for meetings of the Selection Panel and for some workshops. The Sevenoaks Society is very grateful to the Town Council for its support.