

Minutes of the Sevenoaks Town Council PLANNING COMMITTEE meeting held on Monday 18th December 2023 at 7:00pm at the Town Council Chambers. Livestreamed and available on You Tube until Minutes are accepted by Town Council Meeting:

<https://www.youtube.com/watch?v=-UUAjzhufZ8>

Present:

Committee Members

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

Also in attendance:

Town Clerk

Planning Committee Clerk

1 Member of the Public

PUBLIC QUESTION TIME

None.

570 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

571 DECLARATIONS OF INTEREST

None.

572 DECLARATIONS OF LOBBYING

None.

573 MINUTES

a) The Committee received the MINUTES of the Planning Committee Meeting held 6th November 2023.

It was RESOLVED that the minutes be approved.

b) The Committee received and noted the Minutes from the STNP Monitoring and Implementation Working Group held on 4th December 2023.

574 APPLICATIONS RECEIVED BETWEEN 12TH DECEMBER – 15TH DECEMBER 2023

Councillors noted that all planning applications received during the above period would be processed under Chair’s Action due to the Christmas Closure period. Applications

would be allocated to Ward Cllrs, with their comments to be approved by the Chair and Town Clerk under executive powers and forwarded to the District Council, as per Standing Order 15.b.xvi.

575 APPEALS

a) The Committee received notice that the following appeal had been submitted:

- **APP/G2245/W/23/3328339: 23/01585/FUL – Site Formerly Known as Sevenoaks Open Air School, Oakhill Road**

b) It was noted that the Appeal is proceeding under Written Representations Procedure, therefore STC may provide additional comment or amend/withdraw previous representation. This was not considered necessary.

c) Cllr Varley reported that another Appeal for the same location had been allowed by the Planning Inspector on 18th December 2023, for the planning application referenced 23/00237/FUL.

576 TEMPORARY ROAD CLOSURED – VARIOUS ROADS

The Committee received and noted a report summarising upcoming road closures within Sevenoaks Town, including diversion routes and website links for up to date information.

577 SEVENOAKS DISTRICT COUNCIL LOCAL PLAN 2040 REGULATION 18 PART 2 CONSULTATION

a) The Committee received reminder that Sevenoaks District Council (SDC) is consulting on Part 2 of its Local Plan 2040 Regulation 18. This will close on 11th January 2024.

b) It was noted that the Working Group, which was created on 20th November 2023, would present its draft response to the survey on 8th January 2024, when a response is to be agreed.

c) Cllr Granville noted that she found the preliminary draft circulated separately to Cllrs prior to the meeting to be very thorough and thanked the Working Group for their time and hard work.

d) It was noted that Cllrs wishing to submit comments to be considered by the Working Group may do so via the Planning Committee Clerk, however these must be submitted by 22nd December 2023 in order to ensure inclusion in the final draft to be circulated as part of the Agenda on 2nd January 2024.

578 SEVENOAKS DISTRICT COUNCIL CONSULTATION ON INTENTION TO FREEZE LOCAL PARKING CHARGES FOR 2024

a) The Committee received notice that SDC is consulting on its proposals to freeze car parking charges and introduce Sunday charges to all Council-run car parks and on-street parking from 1st April 2024.

b) The following key topics were discussed:

- Cllr Shea noted that the team “freeze” was misleading, as the charges will be increasing by a seventh due to charges being introduced for Sundays.
- The Town Clerk reported that various local retailers had contacted the Town Council to relate their concerns about losing vital trade on Sundays, which form a significant portion of their trade.
- Community activities will also be affected by the Sunday charges, for instance church visitors, those attending care-homes or family visits.
- The idea of differential charging during market opening hours or the first hour of parking was supported by Town Councillors, but noted to have been dismissed by the District Council – although operative by Sevenoaks District Council in its other car parks within the District.
- Cllrs agreed that Sevenoaks Town car parking charges are a deterrent to shoppers, especially as Bluewater has free car parking and more choice.
- Observation was made that Westerham’s on-street parking, run by the District Council, is significantly cheaper than that in Sevenoaks. Cllrs questioned why Sevenoaks residents are supplementing a higher portion of parking charges.

c) It was **RESOLVED** that STC register the above concerns with the District Council in response to the consultation, with emphasis on the existing deterrent that car parking charges have on local shoppers, and the effect that exacerbating this will have on retailers and market holders.

579 PUBLIC CONSULTATION ON KCC’S DRAFT LOCAL FLOOD RISK MANAGEMENT STRATEGY

a) The Committee received reminder that KCC has launched a public consultation on its draft new Local Flood Risk Management Strategy.

b) The following key topics were discussed:

- The floodmaps used as an evidence base for the Strategy document are out of date, so any resulting policies may be based on out of date information
- Cllrs requested that up to date information be included, especially with reference to recent flooding in Mill Lane and Northern Sevenoaks. Reports of overflowing sinks and bathtubs had been received by Cllrs within the last week in these areas, with Thames Water having visited Mill Lane to investigate the issue.
- Cllrs noted that flooding issues are not limited to rivers bursting banks, as many recent floods have been caused by groundwater and overflowing storm and sewage drains, which will flood the Darent if not addressed.
- Cllrs requested that KCC and Thames Water be invited to meet with the Town Council to discuss and map the key issues relating to flooding.

c) Cllrs noted that Cllr Granville had forwarded a copy of her personal response to members prior to the Committee meeting, and it was **RESOLVED** that a draft Town Council response be prepared, building on Cllr Granville's comments with the above additions. This to be approved by the next Planning Committee on 8th January 2024.

580 FAMILY HUB AND COMMISSIONED YOUTH DECISION BY KENT COUNTY COUNCIL

The Committee received and noted correspondence from KCC, outlining the changes to how and where they will deliver community services across Kent, including a list of all buildings due to be closed and those to be retained across Kent as part of KCC's decision to reduce their community building estate.

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

a) The Committee received and noted details within the report, which notified of decisions made by Sevenoaks District Council on applications considered by STC's Planning Committee, received during the two weeks ending 11th December 2023.

582 PLANNING APPLICATIONS

(a) Minute Item 583.b. as well as consideration of its corresponding planning application 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 application, by prior agreement:

[Plan no. 19] 23/03428/HOUSE – 9 Crownfields (Against)

[Plan no. 19] 23/03428/HOUSE – 9 Crownfields (For) *Statement read aloud by the Chair on behalf of the Agent*

(c) The Committee considered planning applications received during the two weeks ending 11th December 2023. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

583 PRESS RELEASES

It was **RESOLVED** that a Press Release be issued, announcing the Town Council's request to meet with KCC Officers with regards to recent local flooding issues.

There being no further business the Chair closed the meeting at 8:34pm.

Signed
Chair

Dated

Planning Applications Considered

Applications considered on 18-12-23

1	Plan Number	Planning officer	Town Councillor	Agent
	23/02754/FUL	Abbey Aslett 29/12/2023	Cllr Shea	N/A
Applicant	House Name	Road	Locality	
Mrs T Shayler		30 Swanzy Road	Northern	
Town	County	Post Code	Application date	
			06/12/23	

23/02754/FUL - Amended plan

Demolition of existing garage and conservatory and the erection of an attached new dwelling.

A summary of the main changes are set out below:

Preliminary Ecological Appraisal has been provided.

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied with the parking arrangements and that there will be no loss of amenity to neighbours.

Informative:

Parking at this location is under high pressure, with an average of two vehicles per building, in addition to there being no turning head at the end of the road.

2	Plan Number	Planning officer	Town Councillor	Agent
	23/03072/LBCALT	Stephanie Payne 19/12/2023	Cllr Granville	Claire Lutzow Architect
Applicant	House Name	Road	Locality	
M Stevens	Lynch House	21 Clarendon Road	Town	
Town	County	Post Code	Application date	
			28/11/23	

23/03072/LBCALT - Amended plan

Replacement of 2 attic windows. Removal of external timber pelmet. Remove hung tiles from south east elevation and replace.

A summary of the main changes are set out below:

The description has been updated to reflect additional work (removal/replacement of tiles) and additional information has been provided regarding this work. Additional window details requested by conservation have been provided also.

Comment

Sevenoaks Town Council recommended approval, provided the Conservation Officer is satisfied with all aspects of this proposal.

Planning Applications Considered

Applications considered on 18-12-23

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03077/FUL	Christopher Park 20/12/2023	Cllr Granville	DLBP Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
C/O Agent		Weald Heights	Bourchier Close	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				29/11/23
Extension of the existing garden patio with associated landscaping, boundary treatment and associated works.				

Comment

Sevenoaks Town Council recommended approval, provided the proposals fulfil the Sevenoaks Town Neighbourhood Plan Policy (STNP) L1, which requires 10% Biodiversity Gain, and provided that the resin bonded surface and concrete slab paving are conditioned as porous, as per STNP Policy L1.

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03090/HOUSE	Stephanie Payne 29/12/2023	Cllr Gustard	Paper Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
A & L Cox		Hardres Lodge	56 Oakhill Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				06/12/23

23/03090/HOUSE - Amended plan

rear extension to garage with associated works. First floor conversion to garage. Loft conversion to main dwelling. Re roofing of house and garage. Dormers. Half-timbering to rear elevation. Rooflights.

A summary of the main changes are set out below:

An arboricultural method statement has been provided in response to tree officer comments.

Comment

Proposed from the Chair with Cllr Gustard's apologies:

Sevenoaks Town Council recommended approval, subject to the Tree Officer being satisfied with the Arboricultural method statement submitted.

5	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03114/FUL	Anna Horn 21/12/2023	Cllr Camp	Mr Abraham Laker
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
C/O Agent			7 Mount Harry Road	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				30/11/23

Demolition of existing dwelling, outbuildings and garages and the erection of three detached residential dwellings (C3 Use) with associated parking, landscaping and works.

A summary of the main changes since invalidation are set out below:

The Site Location and Block plan the redline are not consistent. The Site Location plan redline would also need to include the new proposed access to the public highway. Certificate B would need to be completed and served on KCC Highways.

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied with the amendments set out.

Planning Applications Considered

Applications considered on 18-12-23

6	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03188/HOUSE	Christopher Park 20/12/2023	Cllr Wightman	Open Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Arnold Kirkland Properties Ltd		Lantau	Seal Hollow Road	Wilderness
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				29/11/23

23/03188/HOUSE - Amended plan

Part single, part double storey front, side and rear extension, a first floor extension, a loft conversion, and a new porch alongside internal alterations and façade updates, new swimming pool and pool house with associated landscape. New rooflights and two new Juliet balconies.

A summary of the main changes are set out below:

The proposed detached garage has been removed, with the existing integral garage now being retained and the proposed cinema room being relocated into the loft space.

Comment

Proposed from the Chair with Cllr Wightman's apologies:

Sevenoaks Town Council recommended approval, providing the Planning Officer is satisfied that:

- The proposals are not overdevelopment in respect to the western boundary
- The proposed materials and finished are compatible with neighbouring properties
- There will be no loss of light to neighbouring properties from the added depth of the house.

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03232/HOUSE	Stephanie Payne 19/12/2023	Cllr Ancrum	Coleman Anderson Archit
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr and Mrs Ramsay			10 Wilderness Mount	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				28/11/23

Installation of Samsung Air Source Heat Pump on Front Elevation, with timber covering.

Comment

Sevenoaks Town Council recommended approval.

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03252/HOUSE	Samantha Yates 20/12/2023	Cllr Daniell	Larkin & Pollington Desig
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs I Li			51 The Rise	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				29/11/23

New Front Porch with amendments to canopy. Alterations to fenestration.

Comment

Proposed from the Chair with Cllr Daniell's apologies:

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied with the materials to be used and that they and the designs will be in keeping.

Planning Applications Considered

Applications considered on 18-12-23

9	Plan Number 23/03280/HOUSE	Planning officer Christopher Park 20/12/2023	Town Councillor Cllr Varley	Agent Offset Architects
Applicant		House Name	Road	Locality
Mr & Mrs R Nair			2 The Middlings	Kippington
Town		County	Post Code	Application date
				29/11/23
Front extension with rooflights. Demolition of existing garage to be replaced with new basement room with new garage above. New garden access ramp to rear garden.				

Comment

Sevenoaks Town Council recommended approval.

10	Plan Number 23/03293/HOUSE	Planning officer Samuel Odell 20/12/2023	Town Councillor Cllr Michaelides	Agent Kent Building Control Ltd
Applicant		House Name	Road	Locality
C Russell		3 Knole Paddock	Seal Hollow Road	Town
Town		County	Post Code	Application date
				29/11/23
Proposed side dormer.				

Comment

Sevenoaks Town Council recommended provided that the Planning Officer is satisfied that there is not an unacceptable level of overlooking and loss of privacy for neighbouring properties.

11	Plan Number 23/03296/FUL	Planning officer Samantha Yates 21/12/2023	Town Councillor Cllr Michaelides	Agent Progetto Design LLP
Applicant		House Name	Road	Locality
Mr A Khan			37 High Street	Town
Town		County	Post Code	Application date
				30/11/23
Change of use to a taxi office.				

Comment

Sevenoaks Town Council recommended approval, providing the signage is considered appropriate for the Conservation Area.

Informative: The Town Council expressed concerns that the proposed use will encourage more static car parking than this area is capable of accommodating.

12	Plan Number 23/03303/HOUSE	Planning officer Stephanie Payne 19/12/2023	Town Councillor Cllr O'Hara	Agent Building Drawings
Applicant		House Name	Road	Locality
Mr & Mrs A Heald			17 Madison Way	Northern
Town		County	Post Code	Application date
				28/11/23
Demolish garage. Erection of a ground floor rear extension, two storey side extension and porch.				

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied.

Planning Applications Considered

Applications considered on 18-12-23

13	Plan Number 23/03339/HOUSE	Planning officer Summer Aucoin 27/12/2023	Town Councillor Cllr Daniell	Agent Kentec Draughting Serv
Applicant		House Name	Road	Locality
K Pappa		Oakley	19 Grassy Lane	Kippington
Town		County	Post Code	Application date
				04/12/23
Proposed single storey rear garden room extension, replacement entrance porch and veranda, painting of the exterior of the dwelling house and proposed outbuilding.				

Comment

Proposed from the Chair with Cllr Daniell's apologies:

Sevenoaks Town Council recommended approval, with request that notice be given to the recommendation made in the Tree Survey, for hard surfaces to be permeable.

14	Plan Number 23/03353/HOUSE	Planning officer Samuel Odell 19/12/2023	Town Councillor Cllr Dr Dixon	Agent Building Drawings
Applicant		House Name	Road	Locality
Mr J Wilkinson			55 St Johns Hill	St Johns
Town		County	Post Code	Application date
				28/11/23
Ground floor rear extension with rooflight to replace existing conservatory.				

Comment

Sevenoaks Town Council recommended refusal, on the grounds of loss of amenity, deleterious alteration to the street scene, and the potential setting of a precedent for further impingement on the passageway by others.

15	Plan Number 23/03369/LBCALT	Planning officer Samuel Odell 20/12/2023	Town Councillor Cllr Clayton	Agent Glyn Doughty Design
Applicant		House Name	Road	Locality
Ms J Wang			4 Quaker Close	Eastern
Town		County	Post Code	Application date
				29/11/23
Removal of small section of non-loadbearing wall.				

Comment

Sevenoaks Town Council recommended approval.

16	Plan Number 23/03381/HOUSE	Planning officer Stephanie Payne 22/12/2023	Town Councillor Cllr Dr Canet	Agent Level Architecture
Applicant		House Name	Road	Locality
N Quinton			6 Bosville Drive	Northern
Town		County	Post Code	Application date
				01/12/23
Vehicular access.				

Comment

Sevenoaks Town Council recommended approval, subject to the surfaces being made water permeable.

Planning Applications Considered

Applications considered on 18-12-23

17	Plan Number	Planning officer	Town Councillor	Agent
	23/03384/HOUSE	Samuel Odell 27/12/2023	Cllr Clayton	Glyn Doughty Design
Applicant		House Name	Road	Locality
Ms J Wang			4 Quaker Close	Eastern
Town		County	Post Code	Application date
				04/12/23
Conversion of existing detached garage to habitable room and store, to include new rendered elevations, new openings to rear elevation, roof alterations with solar panels and open Pergola.				

Comment

Sevenoaks Town Council recommended approval, subject to improvements to the garage door as recommended by the Conservation Officer, so that the development improves the setting of the main Baillie Scott house.

18	Plan Number	Planning officer	Town Councillor	Agent
	23/03412/CONVAR	Samantha Yates 28/12/2023	Cllr Granville	BETRA
Applicant		House Name	Road	Locality
Mr C Surucu		Ephesus	57-59 High Street	Town
Town		County	Post Code	Application date
				05/12/23
Variation of condition 5 (opening times) of SE/97/2051 Change of use from shop to restaurant within Class A3 of the Town & Country Planning (Use Classes) Order 1987 To extend the hours, with the amendment text to read: The opening hours of the restaurant shall be restricted to 8.30am to midnight Monday to Wednesday and 8.30am to 00:30 following morning on Thursday to Saturday, 12.00 noon to midnight on Sundays and Public Holidays.				

Comment

Sevenoaks Town Council recommended refusal, with reference to the expert statement from the Environmental Protection Officer.

19	Plan Number	Planning officer	Town Councillor	Agent
	23/03428/HOUSE	Abbey Aslett 29/12/2023	Cllr Camp (as Chair)	Blackburn Architects Limit
Applicant		House Name	Road	Locality
Mr D Melia			9 Crownfields	Town
Town		County	Post Code	Application date
				06/12/23
Garage conversion to create habitable accommodation. Single storey entrance porch with flat rooflights and associated internal alterations. Proposed double garage and associated landscaping.				

Comment

Sevenoaks Town Council recommended refusal, on the grounds of loss of amenity to neighbours on Crownfields and The Dene, risk of overlooking, and lack of information on environmental impact.

Planning Applications Considered

Applications considered on 18-12-23

20	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03453/FUL	Abbey Aslett 05/01/2024	Cllr Granville	Howard Sharp & Partners
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
D Martin & J Cornford		The Hardware Centre	36-42 London Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				12/12/23
Conversion of the rear part of commercial unit into a flat. Alteration to fenestration.				

Comment

Sevenoaks Town Council recommended refusal on the grounds that it considers the size, arrangement and access as unsatisfactory for the accommodation, in addition to considering that these render the commercial space on the ground floor unviable for its use.

21	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03454/LBCALT	Abbey Aslett 05/01/2024	Cllr Granville	Howard Sharp & Partners
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
D Martin & J Cornford		The Hardware Centre	36-42 London Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				12/12/23
Conversion of the rear part of commercial unit into a flat.				

Comment

Sevenoaks Town Council recommended refusal on the grounds that it considers the size, arrangement and access as unsatisfactory for the accommodation, in addition to considering that these render the commercial space on the ground floor unviable for its use.