

Minutes of the Sevenoaks Town Council PLANNING & ENVIRONMENT COMMITTEE meeting held on Monday 3rd June 2024 at 7:00pm at the Town Council Chambers. Livestreamed and available on YouTube until Minutes are accepted by Town Council Meeting:

<https://youtube.com/live/o359QjX-0Z8>

Present:

Committee Members

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

Also in attendance:

Town Clerk

Planning Committee Clerk

PUBLIC QUESTION TIME

None.

125 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

126 DECLARATIONS OF INTEREST

Cllr Clayton declared that he had been lobbied against the following application:

- [Plan no. 10] Lyndhurst Cottage, Holly Bush Lane

127 MINUTES

The Committee received the MINUTES of the Planning Committee Meeting held 20th May 2024.

It was RESOLVED that the minutes be approved.

128 FORMAL RE-ADOPTION OF GREEN COMMUNITY INVESTMENT PLAN

a) The Committee received and considered the draft second Green Community Investment Plan, to be an Appendix to its Community Investment Plan 2023-2027.

b) Cllr Skinner as Chair of the Movement & Net Zero Working Group provided recommendation from the Group to adopt the Plan as drafted. This as agreed on 3rd June 2024.

c) The Town Clerk recommended that an item be added on green initiatives within the Sevenoaks Town Neighbourhood Plan, including the Town Council's promotion of hedgehog holes in fencing applications and tree replacements.

d) It was **RESOLVED** that the Green Investment Plan 2024 be updated to include green initiatives within the Sevenoaks Town Neighbourhood Plan as outlined above, and to recommend its formal adoption to Council on 10th June 2024 as an appendix of the Town Council's Community Investment Plan.

129 SPEED INDICATOR DEVICE

a) It was noted that, following the publication of the Agenda on 28th May 2024, Kent County Council Officers had since clarified that St John's Hill could not be included in the 20mph speed limit scheme proposed for implementation by September 2024. This due to time constraints of the Traffic Regulation Order expiring in September 2024 and need to publicly consult on any additional traffic calming measures which may need to be put in place to make Dartford Road/St John's Hill compliant at 20mph.

b) Cllr Skinner as Chair of the Movement & Net Zero Working Group reported that the Group had considered this Item at its earlier meeting, noting that the prohibition of Speed Indicator Devices (SIDs) on 20mph roads was unique to Kent County Council. The Group had noted that other Highway Authorities allow and encourage SIDs on 20mph roads to aid in compliance, however KCC were reported to consider them to count as enforcement and 20mph zones to be self-enforcing.

130 KENT COUNTY COUNCIL RESPONSE TO THE TOWN COUNCIL'S REQUEST FOR ROAD CLOSURES TO BE COORDINATED BETTER WITH SCAFFOLDING PERMISSIONS

a) The Committee received copy of correspondence from Kent County Council, in response to the Planning Committee's previous request for improved coordination between emergency road closures and scaffolding permissions.

b) Councillors considered the information helpful, especially the clarification that Kent County Council cannot refuse emergency road closures.

c) It was suggested that Sevenoaks Town Council, at the point of providing recommendations on planning applications, could draw attention to locations where scaffolding may cause issues at the development stage. This so that the issue can be flagged and investigated by Kent County Council early in the planning process.

131 LETTER BOX LANE TRAFFIC REGULATION ORDER

a) The Committee received copy of correspondence from Kent County Council, in response to the following requests previously made by the Planning Committee. This included clarification that the Town Council could become the scheme promoter but would need to fund a new Traffic Regulation Order (TRO) should it wish to pursue extension of the existing TRO:

- 67 b) Councillors noted with disappointment that the Town Council's request to extend the yellow lines could not be granted without a further Traffic Regulation Order (TRO).
c) Councillors requested that the limitations on what amendments can be recommended by respondents be made clearer at the initial consultation stage in order to avoid disappointment. It was also requested STC be directly consulted on such proposals prior to the TRO stage in order to avoid similar instances in the future.

d) It was **RESOLVED** that the above requests be forwarded to KCC Officers and Cllr Richard Streatfeild, in addition to request that for an amended TRO to incorporate the Town Council's recommendation

b) Cllr Skinner as Chair of the Movement & Net Zero Working Group confirmed that the Group hadn't provided a recommendation at its meeting on 3rd June 2024, as to whether the Town Council should agree to become the scheme promoter and fund an extended TRO to the cost of £3000. This due to considering that the Kippington Ward Councillors, who do not comprise the Group's membership, were better informed to provide a view.

c) Cllr Daniell and Cllr Gustard summarised their concerns with the existing proposed extents, being that cars exiting Letter Box Lane won't have enough time to correct onto the left side of the road before meeting other vehicles entering the Lane. This is exacerbated by the poor sight lines on entering the Lane. They further confirmed that for this reason, they considered the scheme as proposed to be more of a danger to motorists than its existing state.

d) Councillors questioned whether the Town Council would be responsible for implementation costs in addition to £3000 for a new TRO, should it agree to become the promoter.

c) It was **RESOLVED** that STC write to KCC, reinforcing its safety concerns with the proposed TRO and requesting that Officers consider these and confirm whether they are completely satisfied there will be no negative safety implications should it be implemented in its current design. The Town Council would also request full cost implications should it decide to pursue an extended scheme, and would consider these at a later meeting along with KCC's response, as well as observations of the scheme's effectiveness following delivery.

132 UPDATED KENT COUNTY COUNCIL HIGHWAY IMPROVEMENT PLAN INFORMATION PACK

a) The Committee received and noted the latest Highway Improvement Plan Information Pack from Kent County Council.

b) Cllr Skinner as Chair of the Movement & Net Zero Working Group reported that the Group had considered this Item at its previous meeting on 3rd June 2024, and recommended to the Planning & Environment Committee that it add the following priorities to its current Highway Improvement Plan, in anticipation for its re-submission

in September 2024. These as discussed with KCC Officers previously, as potential measures which could decrease traffic speed on the related roads:

- Addition of advisory cycle lanes: on the uphill side of Dartford Road from Hollybush to The Vine, as well as in St Botolph's Avenue
- Moving car parking spaces on Hitchen Hatch Lane from the south side of the road to the north side between Winchester Close and Mencap Hall
- Addition of further on-street parking spaces in Mount Harry Road

c) Cllr Skinner further reported that the Movement & Net Zero Working Group had recommended that the Town Council meet with KCC Officers prior to resubmission of its Highway Improvement Plan, in order to review and agree priorities and how they can be delivered.

d) It was **RESOLVED** that the Highway Improvement Plan be updated with the above additions, and that the Town Council write to KCC, requesting a meeting to discuss the Plan prior to its annual review.

133 SEVENOAKS TOWN COUNCIL RESPONSES TO CONSULTATIONS AGREED BY THE PLANNING & ENVIRONMENT COMMITTEE ON 20TH MAY 2024

a) The Committee received and noted the Town Council's responses to the following public consultations, as agreed by the Planning & Environment Committee on 20th May 2024 and submitted to the relevant organisations shortly thereafter:

- Sevenoaks Town East to West Walking, Wheeling and Cycling route revised plans, consulted on by Sevenoaks District Council and Kent County Council
- Documents on Deposit Amendment 58: A Waiting Restrictions Order on Bradbourne Vale Road, consulted on by Kent County Council
- "Your Voices" Survey on the region's future transport needs, consulted on by Transport for South East

134 TEMPORARY ROAD CLOSURES

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

135 STREET NAMING & NUMBERING – NEW ADDRESS FOR DEVELOPMENT SITE

The Committee noted that the following new address had been created, relating to the site previously referred to as "Gardens Rear of 83 to 91 Bradbourne Park Road. This following planning approval for a new property to be built into the back gardens of the above residences:

- Garden House, 93 Bradbourne Park Road

136 COMMUNITY RIGHT TO BID NOMINATION FOR WATERCRESS DRIVE PLAY AREA

a) It was noted that the Town Council's nomination of the Watercress Drive Play Area as an Asset of Community Value had been successful.

b) Councillors thanked the Planning Committee Clerk for progressing the nomination and getting it registered as an Asset of Community Value.

137 RECOMMENDATIONS BY THE MOVEMENT AND NET ZERO WORKING GROUP

Cllr Skinner as Chair of the Movement and Net Zero Working Group confirmed that no further recommendations had been agreed at its earlier meeting.

138 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's Planning Committee, received during the two weeks ending 27th May 2024.

139 PLANNING APPLICATIONS

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

(b) The Committee considered planning applications received during the two weeks ending 27th May 2024. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

140 PRESS RELEASES

None.

There being no further business the Chair closed the meeting at 19:49pm.

Signed
Chair

Dated

Planning Applications Considered

Applications considered on 3-6-24

1	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03486/FUL	Christopher Park 05/06/2024	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>	
			14/05/24	

23/03486/FUL - Amended plan

Single storey rear extension with rooflights. New side gate. Single storey granny annexe to the rear garden with rooflight. Alterations to fenestration.

A summary of the main changes are set out below:

The correct application form has been publicly available, as it was received on 14th March 2024 and a tree report has been provided.

Comment

Sevenoaks Town Council recommended refusal, on the grounds of overdevelopment and loss of privacy, as per its previous recommendation.

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00415/HOUSE	Abbey Aslett 18/06/2024	Cllr Michaelides	Mr C Bennett
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr C & Mrs S Hansen		58A The Drive	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			28/05/24	

24/00415/HOUSE - REVALIDATED plan

Construction of attached garage and gym with bathroom.

A summary of the main changes are set out below:

Proposed Block Plan received on 22.05.2024.

Comment

Proposed from the Chair with Cllr Michaelides' apologies:

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied with the designs and materials.

Planning Applications Considered

Applications considered on 3-6-24

3	Plan Number	Planning officer	Town Councillor	Agent
	24/00712/FUL	Anna Horn 11/06/2024	Cllr Dr Canet	Offset Architects
Applicant		House Name	Road	Locality
Sevenoaks Town Football Club		Greatness Playing Fields	Mill Lane	Northern
Town		County	Post Code	Application date
				20/05/24
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.				

Comment

Sevenoaks Town Council did not comment, being the landowner.

4	Plan Number	Planning officer	Town Councillor	Agent
	24/00852/LDCEX	Abbey Aslett 18/06/2024	Cllr Ancrum	N/A
Applicant		House Name	Road	Locality
Mr C Whitehead			44 Quakers Hall Lane	Eastern
Town		County	Post Code	Application date
				28/05/24
The application seeks confirmation that the outbuilding at the application site can be used for any purpose incidental to the enjoyment of the dwelling house.				

Comment

Sevenoaks Town Council recommended approval, subject to the outbuilding not being used as overnight accommodation, in accordance with the permitted development rules.

5	Plan Number	Planning officer	Town Councillor	Agent
	24/00886/HOUSE	Stephanie Payne 15/06/2024	Cllr Daniell	Carmen Austin Architectu
Applicant		House Name	Road	Locality
Mr A Carmen		Romany	100 Oakhill Road	Kippington
Town		County	Post Code	Application date
				24/05/24

24/00886/HOUSE - Amended plan

Demolition of two sheds to be replaced with new oak garage and replacement gate. Hard and soft landscaping.

A summary of the main changes are set out below:

Measurements and photos of the existing sheds to be demolished have been provided.

Comment

Sevenoaks Town Council recommended approval, subject to the Conservation Officer being satisfied that the materials and design are in keeping with the area and the hard standing required is porous.

Planning Applications Considered

Applications considered on 3-6-24

6	Plan Number	Planning officer	Town Councillor	Agent
	24/01075/HOUSE	Summer Aucoin 05/06/2024	Cllr Granville	N/A
Applicant		House Name	Road	Locality
Mr & Mrs EM & CM Pringle			51 The Drive	Town
Town		County	Post Code	Application date
				15/05/24
Placement of a secure enclosure wooden shed.				

Comment

Sevenoaks Town Council recommended approval, provided the Conservation Officer is satisfied that the streetscene is not compromised.

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/01167/ADV	Stephanie Payne 14/06/2024	Cllr Willis	Savills (UK) Limited
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Howden Group Holdings Limited			143C High Street	Town
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			14/05/24	

2no. halo illuminated fascia signs and 1no. non-illuminated projecting sign.

//Amendment letter received 23/05/2024 with a summary of the main changes set out below:

The proposal has been updated to reflect the specific adverts proposed.//

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer and Conservation Officer being satisfied.

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/01168/HOUSE	Summer Aucoin 11/06/2024	Cllr Gustard	EK Planning Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr E Willis			20 Grange Road	Kippington
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			20/05/24	

Proposed loft conversion with hip to gable roof extension, removal of chimney, dormer window to rear elevation, rooflight windows to front elevation, single storey rear extension and associated internal alterations.

Comment

Sevenoaks Town Council recommended approval, providing the Planning Officer is satisfied that there is no loss of privacy or light to neighbours due to the dormer and rear extension, and that the gable end and dormer design are in keeping with the character of the street.

Planning Applications Considered

Applications considered on 3-6-24

9	Plan Number	Planning officer	Town Councillor	Agent
	24/01170/HOUSE	Abbey Aslett 05/06/2024	Cllr O'Hara	Kent Building Control Ltd
Applicant		House Name	Road	Locality
Mr & Mrs Sykes			45 Pontoise Close	Northern
Town		County	Post Code	Application date
				14/05/24
First floor side extension and removal of chimney stacks.				

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied with the designs and materials.

10	Plan Number	Planning officer	Town Councillor	Agent
	24/01224/MMA	Anna Horn 07/05/2024	Cllr Clayton	Cross Town Planning
Applicant		House Name	Road	Locality
Mr A Birkett		Lyndhurst Cottage	Holly Bush Lane	Eastern
Town		County	Post Code	Application date
				16/05/24
Amendment to 22/02482/FUL.				

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied the additional bulk will not adversely impact neighbours or the conservation area.

The Town Council would, however, draw attention to the fact that almost all trees have been removed from the site so it is no longer 'well screened to all boundaries by extensive and verdant tree planting which establishes the character of the area' as the applicant claims.

In addition the Town Council would like to draw the Planning Officer's attention to breaches of planning policy and conditions associated with this house:

- 1. The location of the window in the southern wing (closest to the Coach House to the south) in the east elevation of the first floor. This being the far left window on the first floor in Section S1 of the plan 3031741, which has been moved significantly closer to the Coach House and overlooks the garden immediately to the rear of the house, in breach of Sevenoaks District Council policy on privacy and overlooking.**
- 2. The first floor south-facing window in the ensuite box is clear glass when it is required to be obscured glass pursuant to condition 11 of the permission referenced 22/02482/FUL. The window is in the south facing elevation and its location can be seen in plan 3051307. This also overlooks the garden of the Coach House (as well as the pool area). The appeal decision provided that this window should be obscured glass.**

Planning Applications Considered

Applications considered on 3-6-24

11	Plan Number	Planning officer	Town Councillor	Agent
	24/01238/HOUSE	Summer Aucoin 11/06/2024	Cllr Shea	Studio 264
Applicant		House Name	Road	Locality
Ms Jenny Streek			31 Pontoise Close	Northern
Town		County	Post Code	Application date
				20/05/24
Demolish existing conservatory and garage, erection of two storey side extension and ground floor rear extension with canopy, rooflights.				

Comment

Sevenoaks Town Council recommended approval, subject to there being no loss of light to neighbouring properties.

12	Plan Number	Planning officer	Town Councillor	Agent
	24/01263/HOUSE	Summer Aucoin 11/06/2024	Cllr Willis	Arkitectly
Applicant		House Name	Road	Locality
Mr M Hobbs			73 Clarendon Road	Town
Town		County	Post Code	Application date
				20/05/24
Roof extension. Loft conversion with dormer and rooflight.				

Comment

Sevenoaks Town Council recommended approval.

13	Plan Number	Planning officer	Town Councillor	Agent
	24/01275/ADV	Stephanie Payne 14/06/2024	Cllr Michaelides	N/A
Applicant		House Name	Road	Locality
Sevenoaks Town Council		Boots	120 High Street	Town
Town		County	Post Code	Application date
				23/05/24
Erection of 1500mm x 3000mm aluminium composite sign on the the southern elevation of Boots (High Street) - advertising the location and trading day of the Sevenoaks Markets.				

Comment

Proposed from the Chair with Cllr Michaelides' apologies:

Sevenoaks Town Council did not comment, being the applicant.