

Minutes of the Sevenoaks Town Council PLANNING & ENVIRONMENT COMMITTEE meeting held on Monday 23rd September 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/yfHcJJoLp8U>

Present:

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

Also in attendance:

Town Clerk
 Responsible Finance Officer / Deputy Town Clerk
 Planning Committee Clerk (Virtual, via Zoom)

PUBLIC QUESTION TIME

None.

320 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

321 DECLARATIONS OF INTEREST

a) Representation was received and forwarded to all Cllrs, objecting to the following planning application:

- **[Plan no. 11] 24/02299/HOUSE – Summerhill, Seal Hollow Road**

b) All Councillors declared that they had been lobbied on the following application.

- **[Plan no. 11] 24/02299/HOUSE – Summerhill, Seal Hollow Road**

322 MINUTES

The Committee received the MINUTES of the Planning Committee Meeting held 9th September 2024.

It was RESOLVED that the minutes be approved.

323 DEVELOPMENT MANAGEMENT COMMITTEE

a) Councillors noted that the below application is due to be discussed by the Development Management Committee on 26th September 2024:

- **21/01254/FUL – Sevenoaks Gasholder Station, Cramptons Road**

b) The Committee noted that the application had previously been allocated to Cllr Shea, with the Town Council having recommended refusal on several grounds and with an added informative statement.

c) It was noted that the full documentation could be accessed via the District Council's Planning Portal, via the below link:

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QRWTKFBK0LO00>

d) Cllr Shea reported that this application had since been withdrawn from the Development Management Committee's Agenda, and it was expected to come back at a later date. It was **RESOLVED** that Sevenoaks Town Council nevertheless reiterate its previous comments to the Planning Officer, as well as to support South East Water's three key concerns as listed in their published correspondence dated 12th February 2024.

324 DEVELOPMENT MANAGEMENT COMMITTEE

a) Councillors noted that the below application is due to be discussed by the Development Management Committee on 26th September 2024:

- **24/00859/FUL – Hollybush Tennis Centre, Holmesdale Road**

b) The Committee noted that the application had previously been allocated to Cllr Clayton, with the Town Council having recommended refusal unless, with three conditions.

c) It was noted that the full documentation could be accessed via the District Council's Planning Portal, via the below link:

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QRWTKFBK0LO00>

d) It was **RESOLVED** that Cllr Clayton. be registered to speak on the application on behalf of Sevenoaks Town Council.

325 CONSULTATION ON PROPOSED REVISIONS TO THE NATIONAL PLANNING POLICY FRAMEWORK AND PLANNING SYSTEM

a) The Committee received and noted a completed draft response to the Ministry of Housing, Communities and Local Government's consultation on proposed changes to the

National Planning Policy Framework. This as prepared by a Working Group comprising Cllr Shea, Cllr Wightman, Cllr Camp and Cllr Clayton.

b) It was **RESOLVED** that the Town Council's response be approved with the below minor modifications, with full copy of final response to be published in the Planning & Environment Committee Agenda for 7th October 2024:

- Modification of "vast unmet need" to read instead, "an unmet need" in the response to Question 93
- Correction of "Sevenoaks Town Council does not consider this isn't necessary" to "Sevenoaks Town Council considers that this isn't necessary".

326 SEVENOAKS DISTRICT COUNCIL CONSULTATION ON PROPOSED NEW BUSINESS PARK

a) The Committee received notice that Sevenoaks District Council is consulting on its early ideas for a small business park on Otford Road to replace its waste bin storage site. This to include four small industrial units and a drive through café.

d) It was noted that further information and opportunity to comment is available via the following link, and that the comment deadline is 6th October 2024:

<https://www.sevenoaks.gov.uk/businesspark>

c) Councillors expressed the following key concerns, and it was **RESOLVED** that these be collated by Officers and sent to Sevenoaks District Council for its consideration:

- STC's Sevenoaks Town Neighbourhood Plan recommends via design guidance for the neighbouring site of Carpetwright/Wickes, that light industrial units be relocated further north towards the Vestry Industrial Estate where they are more appropriate. This in order to remove the conflict between big box retail uses and existing homes and strengthen the residential character of the area.
- The site is reportedly unsuitable for housing due to contamination, which causes concern for whether a café would be any more suitable.
- To make sure the environmental importance of the site is considered.
- Question the suitability of the site for retail as homelessness is a current issue for Sevenoaks District Council with the numbers on the housing register increasing.
- Note the remaining residents on the site will become vulnerable and will need environmental protections.

327 ASSETS OF COMMUNITY VALUE

a) The Committee received notice that the Town Council's nomination for the Allotment Gardens, Hawthorn Lane had been successful, with the allotments now having been listed as an Asset of Community Value.

b) It was noted that decision was still awaited for the scout huts above Heathfield Road, the horse fields on Bradbourne Vale Road, and the Adult Education Centre. It was further noted that nomination was pending for the Post Office, Sevenoaks Hospital, both the Mill Lane and Oakhill Road scout huts, and the Bus Station Office.

c) Councillors considered information from Sevenoaks District Council and discussed proposal from Cllr Shea that Spring House be nominated as an Asset of Community Value, and it was **RESOLVED** that a nomination not be pursued at this time, due to the unlikelihood that it could be purchased separately to the Hospital and the use be retained.

328 APPEALS

The Committee received notice that the following Appeal had been DISMISSED and planning permission Refused by the Planning Inspector:

- **APP/G2245/D/24/3345556: 23/03677/HOUSE – 16 Knole Road**

329 HIGHWAY IMPROVEMENT PLAN

a) The Committee received a report detailing Sevenoaks Town Council's recent meeting with Kent County Council Officers regarding its Highway Improvement Plan, as well as initial comments from County Council Officers.

b) It was noted that the majority of priority items were still being investigated and awaiting update, with follow-up meeting to be scheduled with Kent County Council Officers once this has been completed.

c) Councillors received and agreed with the following recommendation from the Movement & Net Zero Working Group as agreed at its meeting on 23rd September 2024, and it was **RESOLVED** that Sevenoaks Town Council await further update from Kent County Council so as to allow Councillors to prioritise actions that it could potentially afford to deliver. It was also noted that the outcome of the Masterplan exercises could have an impact on the prioritisation.

330 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 four weeks ending.

331 PLANNING APPLICATIONS

a) Minute Item 331b as well as consideration of its corresponding planning application was moved further up the Agenda and considered after Declarations of Interest. 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. 11] 24/02299/HOUSE – Summerhill, Seal Hollow Road (AGAINST)

c) The Committee considered planning applications received during the two weeks ending 16th September 2024. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

332 PRESS RELEASES

None.

There being no further business the Chair closed the meeting at 8:18pm.

Signed
Chair

Dated

Planning Applications Considered

Applications considered on 23-9-24

1	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/01519/HOUSE	Summer Aucoin 30/09/2024	Cllr Varley	Neutral Projects
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mrs P Field		81 Solefields Road	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			09/09/24	

24/01519/HOUSE - Revalidated plan

Full width rear extension at ground floor, associated rear landscaping, alterations to fenestration, loft conversion with rear landscaping, with rear dormer, widening of driveway at front and associated landscaping.

A summary of the main changes are set out below:

Certificate B received on 09.09.2024.

Comment

Sevenoaks Town Council recommended approval subject to:

- The Planning Officer being satisfied that there is no loss of amenity to neighbours.
- The Tree officer is satisfied with the landscaping works, especially the removal of the tree; and
- Any trees removed to be replaced, as required by Sevenoaks Town Neighbourhood Plan Policy L4.

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/01617/MMA	Christopher Park 30/09/2024	Cllr Gustard	Planning & Design Group
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr K Cummins		79 Weald Road	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			09/09/24	

24/01617/MMA - Amended plan

Amendment to 21/02691/FUL.

A summary of the main changes are set out below:

The applicant has amended the plans to show changes to the hard landscaping. Additionally, the plans alter the design of the roof lantern.

Comment

Sevenoaks Town Council recommended approval, subject to:

- The Planning Officer being satisfied there is no loss of amenity to neighbours
- An environmental health survey is conducted to test for noise impact from the Air Source pump and AC unit
- A condition that no access should be permitted to the roof of the orangery.

Planning Applications Considered

Applications considered on 23-9-24

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/01851/CONVAR	Anna Horn 01/10/2024	Cllr Dr Dixon	Rapleys LLP
<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>	
			10/09/24	

24/01851/CONVAR - Amended plan

Variation of condition 2 and condition 6 of 23/03114/FUL to Demolition of existing dwelling, outbuildings and garages and the erection of three detached residential dwellings (C3 Use) with associated parking, landscaping and works, with amendments to create individual access to plot 1 & 2, additional basement level with external stairs, alterations to fenestration, phasing plan and alteration to BNG requirement due to self-build exemption.

A summary of the main changes are set out below:

The applicant wishes to submit a phasing plan and also vary condition 6 (biodiversity net gain) of 23/03114/FUL, due to the scheme being self-build.

Comment

Sevenoaks Town Council recommended approval for the variation of condition 2, however recommended refusal for the removal of condition 6 relating to Biodiversity Net Gain. Sevenoaks Town Council recommended that this condition should remain, as the development does not meet the criteria for exemption as a Small Scale Self-Build or Custom Housebuilding as set out by the Department for Environmental Food & Rural Affairs. This because individuals have only had secondary inputs to some of the final designs and not to the primary ones required.

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/01875/MMA	Summer Aucoin 27/09/2024	Cllr Varley	Coleman Anderson Archit
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mrs S Kent	Highcroft	3 Farnaby Drive	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			06/09/24	

24/01875/MMA - Amended plan

Minor material amendment to 23/03499/HOUSE to Garage conversion, internal alterations, changes to fenestration and external walls.

A summary of the main changes are set out below:

The applicant has amended the plans which now includes a change of brick.

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 23-9-24

5	<i>Plan Number</i> 24/02025/MMA	<i>Planning officer</i> Sean Mitchell 26/09/2024	<i>Town Councillor</i> Cllr Willis	<i>Agent</i> Coleman Anderson Archit
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
MOPDEV Ltd	The Royal Oak Hotel	High Street	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			05/09/24	
Amendment to 23/03410/FUL with new garage, bin and cycle store, alterations to fenestration, bin and cycle store drawings and internal changes.				

Comment

Sevenoaks Town Council recommended approval subject to the Planning Officer being happy with materials and design.

6	<i>Plan Number</i> 24/02051/HOUSE	<i>Planning officer</i> Stephanie Payne 30/09/2024	<i>Town Councillor</i> Cllr Gustard	<i>Agent</i> Housi Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs Synesiou	Bramblings	Hopgarden Lane	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			09/09/24	
Raise the roof to add a first floor and create rooms in the roof space. Two storey rear extension with rooflights. Three storey front extension. Move north wall of house. Stone window and door surrounds, and banding. Attached, pitch-roofed car port to side. Alterartions to fenestration. Changes to landscaping to also include widening path to front door.				

Comment

Sevenoaks Town Council recommended approval subject to:

- The planning officer being satisfied that there is no loss of amenity to neighbours,
- The Arboricultural Officer being satisfied that no TPO'd trees in the neighbouring properties will be harmed and
- Any trees to be removed being replaced, as required by Sevenoaks Town Neighbourhood Plan Policy L4.

Planning Applications Considered

Applications considered on 23-9-24

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/02135/MMA	Anna Horn 03/10/2024	Cllr Camp (as Chair)	Prime Folio
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr R Bromley	Tor Na Coille	1 Ashley Road	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			12/09/24	
Amendment to 23/02299/FUL and to increase gross internal area. change the internal layout. reposition location of bike stores. Excavation of rear patio area to allow access to garden from the basement. Windows and dormer now raised at rear to allow for extra windows to be added.				

Comment

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

- That there is no undue overlooking or loss of privacy to neighbours from the additional windows,
- That any windows which would impact the privacy of neighbours be conditioned to be obscure glazed, and
- That there is no increase in the ridge height of the roof, as stated in the Design and Access Statement

Informative:

Sevenoaks Town Council questioned whether a planning application which alters the outside look of the building and potentially increases the height of the roof should be considered as a minor amendment.

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/02166/HOUSE	Summer Aucoin 02/10/2024	Cllr Camp	Sharpe Architecture
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
R Short		4 Winchester Grove	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			11/09/24	
Demolition of existing conservatory, erection of a rear extension and external terrace, alterations to fenestration and associated landscaping.				

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 23-9-24

9	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/02178/MMA	Summer Aucoin 25/09/2024	Cllr Clayton	Sevenoaks Plans Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs Burns		35 Wickenden Road	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			04/09/24	
24/02178/CONVAR - Amended plan				
Variation of condition 2 (approved plans) of 23/03047/HOUSE to Garage conversion to living space with alterations to floor level. Alterations to first floor level including new hip roof to match existing roof height with gable to rear. Single storey rear infill extension. Driveway extension with glass balustrade and ramp. Alteration to fenestration with amendment to demolish wall to add an extra parking area. Alteration to approved fenestration with additions and proposed rooflight and solar panels. Internal alterations. A summary of main changes are set out below: The application type has been changed from 24/02178/CONVAR to 24/02178/MMA.				

Comment

Sevenoaks Town Council reiterated its previous recommendation for approval, provided at least part of the front wall, and the Rowan tree in the front garden can be conditioned to be retained in order to protect the residential character of the street.

The Town Council also requested that Sevenoaks District Council Planning Officers check the levels of the new parking, to ensure that parked cars do not dominate the street, and that a planning condition be set to ensure that the parking surface is permeable as required in Policy L2 of the Sevenoaks Town Neighbourhood Plan.

10	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/02261/MMA	Stephanie Payne 30/09/2024	Cllr Gustard	Atelier De Linde Architect
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mrs F Iaschi		39 Brattle Wood	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			09/09/24	
Amendment to 21/02147/HOUSE with an increase in roof height, reduction in rear dormer form, conversion of the approved rear rooflight into a dormer and a alteration to the northern lean-to cover above the utility room exterior door (matches existing footprint).				
<i>Comment</i>				
Sevenoaks Town Council recommended approval subject to the Planning Officer being satisfied there is no loss of amenity to neighbours.				

Planning Applications Considered

Applications considered on 23-9-24

11	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/02299/HOUSE	Summer Aucoin 30/09/2024	Cllr Clayton	Howard Sharp And Partne
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs Adeleye	Summerhill	Seal Hollow Road	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			09/09/24	
Erection of single storey, pitched roof garage with associated works.				

Comment

Sevenoaks Town Council recommended refusal on the grounds that:

- Adding yet more built form on this site is not in keeping with the Residential Character Area Assessment, and therefore harmful to neighbours amenity
- Addition of a garage would make it impossible to turn a fire engine (or any similar vehicle) in the forecourt, and would require it to reverse into Seal Hollow Road, in contravention of Building Regulations and Kent fire safety policy

In addition, the Town Council recommended that Sevenoaks District Council should check for itself whether the fire safety and building control requirements are met, and not rely on a certificate provided by anyone with a conflict of interest, as recommended by the Grenfell Enquiry into fire safety.

12	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/02345/HOUSE	Christopher Park 02/10/2024	Cllr Willis	EK Planning Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mrs J Battersby		12 Plymouth Park	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			11/09/24	
Proposed loft conversion with dormer to side elevation. External refurbishment works to existing front porch. Raise roof finishes of existing ground floor rear extension. Alteration to fenestration. Internal alterations.				

Comment

Sevenoaks Town Council recommended approval subject to the Planning Officer being happy with the windows and the privacy of the neighbouring properties.