

Minutes of the Sevenoaks Town Council PLANNING & ENVIRONMENT COMMITTEE meeting held on Monday 24th February 2025 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/N1Nsj46lnsA>

Present:

Committee Members

Quorum minimum of six members

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

Also in attendance:

Town Clerk
Planning Committee Clerk
3 Members of the Public

PUBLIC QUESTION TIME

None.

564 **REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

565 **DECLARATIONS OF INTEREST**

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

- **[Plan no. 4] 25/00104/FUL – Greensands, Oak Lane**

566 **MINUTES**

The Committee received the MINUTES of the Planning Committee Meeting held 10th February 2025.

It was RESOLVED that the minutes be approved.

567 **FLOODING MATTERS WITHIN SEVENOAKS TOWN – “ROUND-TABLE” DISCUSSIONS UPDATE**

a) The Committee of its previous 18th December 2023 resolution to request “round-table” discussions with Kent County Council, Thames Water and any other relevant stakeholders, relating to urgent flooding issues experienced within the Northern and Eastern Wards of Sevenoaks in particular.

b) It was noted that this project is on-going, with quarterly update meetings held between Thames Water, Councillors from all three tiers of local government and Town Council Officers, with input also received from the Environment Agency.

c) The following update on progress was received and noted, from Cllr Shea and the Planning Committee Clerk:

- Monitors had been ordered by Thames Water and were awaiting installation into sewers most affected by flooding in Northern Sevenoaks. The Planning Committee Clerk clarified that, while surface water drains are expected to fluctuate and water levels rise during bad weather, sewer drains should remain consistent regardless. Once installed, the monitors will therefore identify whether the flooding events are caused by surface water runoff being incorrectly directed to the sewer.
- Thames Water had committed to investigating legal avenues that can be pursued in order to rectify cases where there incorrect connections have been unlawfully made. Cllr Shea noted that this practice was not always unlawful, with only newer connections of surface water runoff into the sewer being potentially enforceable.
- Thames Water are also investigating where surface water feeds into the River Darent and Bradbourne Lakes and collaborating with Officers from Sevenoaks District Council to investigate silt trap issues related to this.
- Incorrect connections of surface water runoff into sewers is a national issue and not exclusive to the locations being investigated. Cllr Shea noted that the topography of Mill Lane exacerbates the issue in particular. Thames Water had therefore agreed to prioritise Mill Lane during the first stages of implementing a strategy to correct and enforce against unlawful sewer connections.
- Cllr Dr Canet noted that flooding in Northern Sevenoaks has been an ongoing issue for over 30 years, and Councillors were hopeful that progress may finally be made.
- Cllr Clayton reported his recent discovery that Sevenoaks District Council's is legally responsible for ensuring that no sewer from at least one residence in Nursery Close enters the nearby culvert. This via a covenant on its predecessor Sevenoaks Urban District Council, which Cllr Shea agreed to raise at the next roundtable meeting.
- Cllr Shea emphasised the importance of residents reporting flooding events directly to Thames Water when they occur. This allows Thames Water to investigate and build a history for the site.

568 REVIEW OF PLANNING COMMITTEE POLICY DOCUMENT

The Committee received and reviewing the contents and policies within the Planning Committee Policy document, which outlines how the Town Council considers planning application recommendations and includes informal policies on the Town Council's stance on common projects such as internally illuminated signs and minimum boundary distances. It was **RESOLVED** that this be re-adopted for use of the Planning & Environment Committee.

569 PROPOSED BASE STATION UPGRADE AT SEVENOAKS HOSPITAL

a) The Committee received notice and consultation on Cornerstone's intention to upgrade the base station at Sevenoaks Hospital to improve service provision for Vodafone Limited. It was noted that this would include removal and replacement of 3 antennas with associated ancillary works and is intended to be completed under permitted development rights.

b) Councillors did not have comment on the proposals, however noted that there could be redevelopment of the Hospital site in the future. It was hoped that the planned works would support the continued use of the Hospital, and that Vodafone Limited have planned contingencies for maintaining service provision, should this use cease. It was **RESOLVED** that this feedback be passed on to Cornerstone.

570 APPEALS

a) Councillors noted that the following appeal had been DISMISSED and planning permission Refused by the Planning Inspector on 14th February 2025.

- **APP/G2245/Z/24/3349027: 24/01001/ADV – Roundabout at the junction of Otford Road and the Entrance to Riverside Retail Park, Otford Road**

b) It was noted that Sevenoaks Town Council had not been consulted on the original planning application, nor notified of the Appeal due to it being outside of the Town Council border.

571 INSPECTOR'S REPORT PUBLISHED ON KENT COUNTY COUNCIL'S KENT MINERALS AND WASTE LOCAL PLAN 2024-39

It was noted that the Planning Inspector's Report on Kent County Council's Kent Minerals and Waste Local Plan 2024-39 had been published and is available to view online via the following link:

https://www.kent.gov.uk/_data/assets/pdf_file/0016/180520/Kent-MW-Local-Plan-Inspectors-Report-Main-Mods-Appendix-FINAL-6-Feb-2025.pdf

572 COMMUNITY RIGHT TO BID – PROPOSED ASSET NOMINATIONS

The Committee considered and agreed the following locations to be nominated as Assets of Community Value under the Community Right to Bid scheme. It was **RESOLVED** that application to register these be forwarded to Sevenoaks District Council:

- Sevenoaks Bus Station, Café and Public Toilets
- Sevenoaks Leisure Centre
- The Shambles
- Woodland opposite No's 36-74 Hillingdon Avenue
- Sevenoaks Environmental Park – Play Area and Open Space
- Mill Pond
- West Kent Mind premises at 28-34 St John's Road

573 DEVELOPMENT MANAGEMENT COMMITTEE

a) The Committee received notice that the below application was discussed by the Development Management Committee on 20th February 2025, and that this had been previously allocated to Cllr Ancrum.

- **24/02734/FUL – Land East of 34 & 36 Wildernesse Mount**

b) Cllr Clayton expressed disappointment that the Case Officer's report had not taken into account the additional weight afforded to the Residential Character Area Assessment by the Sevenoaks Town Neighbourhood Plan since its adoption. He considered that this could have been argued as offsetting the additional weight gained by the presumption in favour of sustainable development, since a previous iteration of the proposals had been dismissed at Appeal.

c) Councillors also considered there to have been low attention attributed to Biodiversity Net Gain or environmental issues, and objected in particular to the ability of developers to offset their Biodiversity Net Gain responsibilities by purchasing "credits" from locations outside of Sevenoaks Town – or even the District. It was **RESOLVED** that the Planning Committee Clerk consult the Sevenoaks Town Neighborhood Plan to confirm whether it specifies that Biodiversity Net Gain should be delivered within the Plan boundary, and that this issue be flagged to the STNP / Masterplan Working Group if not.

574 ROAD CLOSURES

The Committee received and noted a report summarising upcoming road closures within Sevenoaks Town, including diversion routes.

575 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 & Environment Committee, received during the two weeks ending 17th February 2025.

576 PLANNING APPLICATIONS

a) Minute Item 576b 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 applications, by prior agreement.

- **[Plan no. 4] 25/00104/FUL – Greensands, Oak Lane (Against)**

c) The Committee considered planning applications received during the two weeks ending 3rd February 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

577 PRESS RELEASES

It was **RESOLVED** that Press Releases be issued reporting on the following:

- Re-adoption by the Planning & Environment Committee of the Planning Recommendations Policy document
- List of locations which the Town Council would be pursuing Asset of Community Value nominations for
- A brief update on progress made on flooding investigations with Thames Water, with emphasis to residents that they should report any and all incidents of flooding to the water company.

There being no further business the Chair closed the meeting at 8:42pm.

Signed
Chair

Dated

Planning Applications Considered

Applications considered on 24-2-25

1	Plan Number	Planning officer	Town Councillor	Agent
	24/02006/HOUSE	Stephanie Payne 03/03/2025	Cllr Gustard	Paper Architecture
Applicant		House Name	Road	Locality
Mr Smoliyaninov			56A Oakhill Road	Kippington
Town		County	Post Code	Application date
				10/02/25
24/02006/HOUSE - Amended plan				
Erection of covered EV charging canopy / car port and alterations to hardstanding.				
A summary of the main changes are set out below:				
Additional tree information has been submitted in response to tree officer comments.				

Comment

Sevenoaks Town Council recommended approval, providing the Tree Officer is satisfied that the location and construction methods will cause no damage to the fence and/or trees along the boundary.

2	Plan Number	Planning officer	Town Councillor	Agent
	24/02141/HOUSE	Stephanie Payne 05/03/2025	Cllr Gustard	CCA LTD
Applicant		House Name	Road	Locality
Mr & Mrs Hoffman		7 Clenches Farm	Clenches Farm Road	Kippington
Town		County	Post Code	Application date
				12/02/25

24/02141/HOUSE - Amended plan

New front entrance, single-storey rear extension, and internal works.

A summary of the main changes are set out below:

The chimney and bbq have been removed from the proposed works and the proposed plans.

Comment

Sevenoaks Town Council recommended approval, subject to:

- The Planning Officer being satisfied that there will be no loss of amenity to neighbouring properties.**
- The Planning Officer being satisfied that the drive will be porous, as per Sevenoaks Town Neighbourhood Plan Policy L2, and being satisfied with the proposed finishes.**

3	Plan Number	Planning officer	Town Councillor	Agent
	25/00042/FUL	Anna Horn 26/02/2025	Cllr Granville	UPP Architects + Town PI
Applicant		House Name	Road	Locality
Mr Feldman			6-8, 10A & 10B Victoria Road	Town
Town		County	Post Code	Application date
				05/02/25

An upwards extension with dormer and velux windows, to facilitate the creation of a 2-bed, 3-person dwelling.

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 24-2-25

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00104/FUL	Anna Horn 04/03/2025	Cllr Gustard	Black Elephant Architectu Design Studio
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Gould, XLX Sevenoaks LTDT	Greensands	Oak Lane	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			11/02/25	
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.				

Comment

Sevenoaks Town Council recommended refusal on the following grounds:

- Severe overlooking of neighbouring properties both to the North and South, and subsequent loss of amenity and privacy to their inhabitants
- Inappropriate bulk and massing of the site
- The designs are incongruent with the Residential Character Area Assessment

Informative:
 If the District Council is minded to approve the application, the Town Council would request that:

- A light assessment be undertaken to evaluate impact to the annexe at White Friars.
- The Tree Officer confirm satisfaction with the tree protective measures, 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 Assessment.

5	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00144/HOUSE	Summer Aucoin 27/02/2025	Cllr Daniell	Mr Wyatt Glass
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr W Vincent		7 The Middlings	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			06/02/25	
Front, side, rear extension. Extension to garage and new roof. Alterations to driveway. Alterations to fenestration and rooflights.				

Comment

Sevenoaks Town Council recommended approval with a condition that the replacement driveway is permeable, and the trees removed are replaced with similar.

Planning Applications Considered

Applications considered on 24-2-25

6	Plan Number 25/00185/HOUSE	Planning officer Summer Aucoin 26/02/2025	Town Councillor Cllr Daniell	Agent Carmen Austin Architectu
Applicant	House Name	Road	Locality	
Mr & Mrs Dowell	Woodcott	36 Oakhill Road	Kippington	
Town	County	Post Code	Application date	
			05/02/25	
Alterations to front elevation to include removal of existing porch, construction of new porch. Changes to fenestration. New clay roof tiles to match existing in colour, solar panels, new roof lights and dormers. New entrance gates.				

Comment

Sevenoaks Town Council recommended approval.

7	Plan Number 25/00188/FUL	Planning officer Stephanie Payne 28/02/2025	Town Councillor Cllr Clayton (On behalf of Wilde	Agent Scandia-Hus
Applicant	House Name	Road	Locality	
Mr M & Mrs C Rosser	1 Blackhall	Blackhall Lane	Wilderness	
Town	County	Post Code	Application date	
			07/02/25	

Construction of 1 no. Self Build Detached Dwelling with New Vehicular Access and Subdivision of Plot.

//Additional letter received 11/02/2025 with following amendment:

The proposed roof plan has been amended to correctly show the roof dormers, rooflights and roof lantern//

Comment

Sevenoaks Town Council recommended approval, provided the Conservation Officer is satisfied that design and materials are consistent with the setting of the locally listed Blackhall.

8	Plan Number 25/00198/HOUSE	Planning officer Abbey Aslett 25/02/2025	Town Councillor Cllr Gustard	Agent Av Architects Ltd
Applicant	House Name	Road	Locality	
Mr & Mrs Robinson	Yarnfield	100 Kippington Road	Kippington	
Town	County	Post Code	Application date	
			04/02/25	

Raise and extend roof, install dormers and rooflights to provide second floor with habitable rooms. Two-storey front extension. Single storey side and rear extensions, and two-storey rear extension. Alterations to fenestration. Associated landscaping works

Comment

Sevenoaks Town Council recommended approval subject to Planning Officer being satisfied with the materials specified and that there is no loss of privacy or amenity to neighbours.

Planning Applications Considered

Applications considered on 24-2-25

9	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00201/HOUSE	Summer Aucoin 25/02/2025	Cllr Ancrum	EK Planning Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr N Faniciulli			73 Seal Hollow Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				04/02/25
Single storey rear extension with roof lanterns. Associated changes to landscaping.				

Comment

Sevenoaks Town Council recommended approval subject to the Planning Officer being satisfied with the design and materials to be used and that the impact of the landscaping proposals on both the boundary and any trees and vegetation is acceptable.

10	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00248/HOUSE	Summer Aucoin 28/02/2025	Cllr Willis	KmCreations.Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr and Mrs Waldrock			24 St Botolphs Road	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				07/02/25
Demolish existing single storey rear extension and replace with a new single storey rear extension with a flat roof and roof lanterns.				

Comment

Sevenoaks Town Council recommended approval, providing that the Planning Officer is satisfied with the design and materials.

11	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00255/HOUSE	Abbey Aslett 26/02/2025	Cllr Camp	Kent Building Control Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Swift		Garth	8 Woodside Road	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				05/02/25
Two storey side extension, loft conversion including rear facing dormer and rooflights, alterations to fenestration and removal of chimney				

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that there will be no overlooking or loss of amenity to neighbours, and providing the two first floor windows in the bathroom and dressing rooms are conditioned to be obscure glazed to protect the privacy of neighbours.

Planning Applications Considered

Applications considered on 24-2-25

12	Plan Number	Planning officer	Town Councillor	Agent
	25/00290/HOUSE	Abbey Aslett 10/03/2025	Cllr Shea	Carnegie Steel Buildings
Applicant		House Name	Road	Locality
Mr J Novel			16 Filmer Lane	Northern
Town		County	Post Code	Application date
				17/02/25
Rear Extension to property at first-floor level with materials to match the existing dwelling. Works to include internal rearrangements and exterior pergola garden features.				

Comment

Sevenoaks Town Council recommended approval.

13	Plan Number	Planning officer	Town Councillor	Agent
	25/00299/CONVAR	Abbey Aslett 10/03/2025	Cllr Dr Dixon	N/A
Applicant		House Name	Road	Locality
B Cayenne-Elliott			53 Bradbourne Vale Road	St Johns
Town		County	Post Code	Application date
				17/02/25
Removal of condition 9 (Biodiversity Net Gain) of 24/00275/FUL.				

Comment

Sevenoaks Town Council did not provide recommendation, being a direct neighbour of 53 Bradbourne Vale Road.

Informative:

It was noted that both Sevenoaks Town Neighbourhood Plan Policies L1 and L4 were in force before the date of the original application.

14	Plan Number	Planning officer	Town Councillor	Agent
	25/00319/HOUSE	Stephanie Payne 10/03/2025	Cllr Clayton (On behalf of Wilde)	Offset Architects
Applicant		House Name	Road	Locality
Mrs L Daniels		Bucklands	Wilderness Avenue	Wilderness
Town		County	Post Code	Application date
				17/02/25
Proposed refurbished works to the pool house, including the replacement of roof tiles, the installation of a new covered canopy to replace the existing glass structure, new fenestration, solar panels, replacement plant room and internal alterations.				

Comment

Sevenoaks Town Council recommended approval subject to the Planning and Conservation Officers being content with the materials used.

Planning Applications Considered

Applications considered on 24-2-25

15	Plan Number	Planning officer	Town Councillor	Agent
	25/00320/HOUSE	Summer Aucoin 05/03/2025	Cllr Daniell	Pump House Designs
Applicant		House Name	Road	Locality
Mr & Mrs Patel			29 Croft Way	Kippington
Town		County	Post Code	Application date
				12/02/25
Demolition of existing conservatory to be replaced by single storey wrap-around extension with rooflights, alterations and installation of rear dormer to existing second floor. New patio area.				

Comment

Sevenoaks Town Council recommended approval.

16	Plan Number	Planning officer	Town Councillor	Agent
	25/00328/LDCEX	Samantha Yates 04/03/2025	Cllr Skinner	Savills
Applicant		House Name	Road	Locality
Mrs D Robinson		1 Roma Court	Bradbourne Vale Road	St Johns
Town		County	Post Code	Application date
				11/02/25
Formation of one 3-bedroom residential unit through the combining of flats 1 and 2.				

Comment

Sevenoaks Town Council recommended approval.

17	Plan Number	Planning officer	Town Councillor	Agent
	25/00331/HOUSE	Summer Aucoin 04/03/2025	Cllr Skinner	Anderson North Limited
Applicant		House Name	Road	Locality
Mr J White			26 Amherst Road	St Johns
Town		County	Post Code	Application date
				11/02/25
Demolition of rear extension to be replaced with single storey rear extension with roof light. Single storey side extension and internal alterations.				

Comment

Sevenoaks Town Council recommended approval.

18	Plan Number	Planning officer	Town Councillor	Agent
	25/00348/MMA	Samantha Yates 03/03/2025	Cllr Camp	Coleman Anderson Archit
Applicant		House Name	Road	Locality
Mr & Mrs Lokot		Knocklofty	Hitchen Hatch Lane	St Johns
Town		County	Post Code	Application date
				10/02/25
Amendment to 24/03247/HOUSE to add dormers to roof, and alterations to fenestration				

Comment

Sevenoaks Town Council recommended approval, providing the Planning Officer is satisfied that there is no overlooking or loss of amenity to the neighbours from the dormers at front and rear, and on the stipulation that the third floor window in the west side elevation is obscure glazed to protect the privacy of the neighbour on that side.

Planning Applications Considered

Applications considered on 24-2-25

19	Plan Number	Planning officer	Town Councillor	Agent
	25/00380/LBCALT	Abbey Aslett 07/08/2025	Cllr Willis	SAACT Lt
Applicant		House Name	Road	Locality
G Morris		The Hardware Centre	36-42 London Road	Town
Town		County	Post Code	Application date
				14/02/25
Refurbish 3 first-floor windows, replace 1970s dormer windows to match sash windows below, repair dormer cheeks and replace broken roof tiles with reclaimed tiles to match existing				

Comment

Sevenoaks Town Council recommended approval and considered the works to be an improvement - subject to the Planning Officer being happy with the design and materials.

20	Plan Number	Planning officer	Town Councillor	Agent
	25/00393/CONVAR	Stephanie Payne 10/03/2025	Cllr Granville	N/A
Applicant		House Name	Road	Locality
Pennard Practice Ltd			26-28 Pembroke Road	Town
Town		County	Post Code	Application date
				17/02/25
Removal of conditions 7, 8 & 9 (parking areas, external illumination and hours in which external illumination is permitted) of SE/98/1414 for the Erection of 1200 sqm office building together with provision of sixty car spaces				

Comment

Sevenoaks Town Council recommended approval, provided that the lighting is at the ground floor only, that details of these are approved, and that the Planning Officer is entirely satisfied that 24 hour access will not compromise the amenity of 24 Pembroke Road.