



Monday 4th March 2025

You are summoned to attend a meeting of Sevenoaks Town Council's **PLANNING & ENVIRONMENT COMMITTEE**, to be held at **7pm** at the Town Council Chambers, Bradbourne Vale Road, TN13 3QG on **Monday 10th March 2025**.

Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

Please note that the proceedings of this meeting will be streamed live to YouTube for the public to watch via the following link: <https://youtube.com/live/vz8wYK0alrE> and may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Sevenoaks Town Council's procedure for the recording of meetings is available online at sevenoakstown.gov.uk or by request. Members of the public not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.

Please note that the Planning & Environment Committee forward recommendations as a statutory consultee to the local Planning Authority, and therefore the final responsibility for approving or refusing an application rests with Sevenoaks District Council. Sevenoaks Town Council receives 25% of all Community Infrastructure Levy (CIL) payments made by developers to the District Council on new developments in Sevenoaks Town. [Click here](#) to find out more about CIL charges and when they apply.

For more information on the role of the Planning & Environment Committee, as well as policies which provide a reference point of preferred practices and key considerations of the Committee when making its recommendations, please [click here](#).

Town Clerk

To assist in the speedy and efficient despatch of business, members wishing to obtain factual information on items included on the agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

Committee Members – Quorum minimum of six members

Cllr Ancrum – Mayor
Cllr Camp – **Chair**
Cllr Dr Canet
Cllr Clayton
Cllr Daniell – Deputy Leader
Cllr Dr Dixon
Cllr Granville
Cllr Gustard

Cllr Layne
Cllr Michaelides
Cllr O'Hara
Cllr Shea
Cllr Skinner OBE – **Vice Chair**
Cllr Varley
Cllr Willis
Cllr Wightman – Leader

PUBLIC QUESTIONS

To enable members of the public to make representation or to put questions to the Committee on any planning matters, with the exception of individual planning applications which will be considered under a later agenda item.

AGENDA

1	<u>APOLOGIES FOR ABSENCE</u> To receive and note apologies for absence from members who are unable to attend the meeting.
2	<u>REQUESTS FOR DISPENSATIONS</u> To consider written requests from members which have previously been submitted to the Town Clerk. This enables participation in discussion and voting on items for which the member has a Disclosable Pecuniary Interest, as per sections 31 and 33 of the Localism Act 2011.
3	<u>DECLARATIONS OF INTEREST</u> To receive any disclosures of interest from members in respect of items of business included on the agenda for this meeting.
4	<u>MINUTES (Pages 5-20)</u> a) To receive and agree the minutes from the Planning & Environment Committee Meeting held on 24th February 2025. (Pages 5-16) b) To receive and note the minutes from the STNP / Masterplan Working Group held on 10th February 2025. (Pages 17-21)
5	<u>ST JOHN'S HILL AREA MASTERPLAN CONSULTATION DATES (Pages 23-24)</u> a) To receive details of the upcoming St John's Hill Area Masterplan consultation and its associated events, and to note requirement for Councillor volunteers to supervise the walk-in sessions to be held at the Town Council Chambers between 10am and 4pm from Tuesday 18th March 2025 to Saturday 22nd March 2025. b) To note that the St John's Hill Area Masterplan consultation and publication of its associated documents will commence from 9am on Monday 10th March 2025 and conclude at 11:59pm on Monday 31st March 2025, and to receive reminder that the Town Centre Masterplan consultation has been delayed due to the local government reorganisation.
6	<u>COMMUNITY RIGHT TO BID - PROPOSED ASSET NOMINATION</u> To consider and agree whether Sevenoaks Magistrate Court should be nominated as an Asset of Community Value under the Community Right to Bid scheme.

7	<u>STREET NAMING AND NUMBERING - NOTIFICATION OF NEW ADDRESSES</u> (Pages 25-45) a) To receive notice of the creation of new addresses and apartment block at the formerly known Berkeley House, 7 Oakhill Road, with details and plans attached. To note that the new apartment block will consist of 69 flats and has been named Montagu Place, 7 Oakhill Road. (Pages 25-44) b) To receive notice of the creation of a new address for the Office at Park House, St Johns Road, with details and plans attached. (Pages 45-47)
8	<u>ROAD CLOSURES</u> (Page 49) To receive and note a report summarising upcoming road closures within Sevenoaks Town, including diversion routes.
9	<u>PLANNING APPLICATIONS</u> (Pages 51-53) a) The meeting will be adjourned to enable members of the public, by prior arrangement, to speak on individual planning applications which are on the current agenda. Members of the public wishing to speak and address the Planning & Environment Committee must register to do so with the Town Council by 12 noon on the date of the meeting, stating that they wish to speak. The Town Council permits one person to speak in favour and one against each Planning Application on a first registered basis. For more details see here. b) The meeting will be reconvened to consider planning applications received during the two weeks ending 4th March 2025.
10	<u>PRESS RELEASES</u> To consider any item in this report that would be appropriate for a press release.

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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
<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	<i>Plan Number</i> 25/00185/HOUSE	<i>Planning officer</i> Summer Aucoin 26/02/2025	<i>Town Councillor</i> Cllr Daniell	<i>Agent</i> Carmen Austin Architectu
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs Dowell	Woodcott	36 Oakhill Road	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			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	<i>Plan Number</i> 25/00188/FUL	<i>Planning officer</i> Stephanie Payne 28/02/2025	<i>Town Councillor</i> Cllr Clayton (On behalf of Wilde	<i>Agent</i> Scandia-Hus
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr M & Mrs C Rosser	1 Blackhall	Blackhall Lane	Wilderness	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			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	<i>Plan Number</i> 25/00198/HOUSE	<i>Planning officer</i> Abbey Aslett 25/02/2025	<i>Town Councillor</i> Cllr Gustard	<i>Agent</i> Av Architects Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs Robinson	Yarnfield	100 Kippington Road	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			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	Plan Number 25/00201/HOUSE	Planning officer Summer Aucoin 25/02/2025	Town Councillor Cllr Ancrum	Agent EK Planning Ltd
Applicant		House Name	Road	Locality
Mr N Faniciulli			73 Seal Hollow Road	Eastern
Town		County	Post Code	Application date
				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	Plan Number 25/00248/HOUSE	Planning officer Summer Aucoin 28/02/2025	Town Councillor Cllr Willis	Agent KmCreations.Ltd
Applicant		House Name	Road	Locality
Mr and Mrs Waldrock			24 St Botolphs Road	St Johns
Town		County	Post Code	Application date
				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	Plan Number 25/00255/HOUSE	Planning officer Abbey Aslett 26/02/2025	Town Councillor Cllr Camp	Agent Kent Building Control Ltd
Applicant		House Name	Road	Locality
Mr & Mrs Swift		Garth	8 Woodside Road	St Johns
Town		County	Post Code	Application date
				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 Archt
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.

Minutes of the Sevenoaks Town Neighbourhood Plan / Masterplan Working Group meeting held at the Council Chambers on 10th February 2025, 6:00pm.

In attendance – Quorum minimum of 3 elected members

Sevenoaks Town Council – Elected member & Mayor	Cllr Libby Ancrum
Sevenoaks Town Council – Elected member	Cllr Lise Michaelides
Sevenoaks Town Council – Vice Chair & Elected member	Cllr David Skinner OBE
Sevenoaks Town Council – Elected member	Cllr Claire Shea
Sevenoaks Town Council – Elected member	Cllr Nigel Wightman
Sevenoaks Town Council	Cllr Dr Marilyn Canet
Sevenoaks Town Council	Cllr Gareth Willis
Sevenoaks Town Council – Town Clerk	Linda Larter MBE
Sevenoaks Town Council – Planning Committee Clerk	Georgie Elliston
Sevenoaks District Council	Cllr Elizabeth Purves
Sevenoaks Society	Charles George

Prior to the commencement of the meeting and in the absence of the Chair, Cllr David Skinner as Vice Chair was nominated to Chair the meeting.

306 Apologies for absence

Cllr Tony Clayton (Chair, Sevenoaks Town Council), **Cllr Roddy Hogarth** (Sevenoaks District Council – Leader), **Paul Baker** (Wealden Properties)

307 Minutes

The Minutes of the previous STNP Monitoring and Implementation Group meeting held on 27th August 2024 were received and agreed.

308 Monitoring

a) The updated monitoring report, which records how the STNP has been being applied to planning applications since the last report, was received and noted.

b) The Vice Chair summarised the trends/observations report and the following points of note were discussed:

- Self-build applications were observed to be a “grey area” for Biodiversity Net Gain, and it was noted that the Town Council’s response to the recent Government consultation on the NPPF had referenced this and recommended that BNG Policy remove the distinction between self-built and developer-led schemes.
- Regarding the Sevenoaks Gasholder Station planning application:
 - Members expressed disappointment that the Sevenoaks Gasholder Station planning application had been Granted against STNP guidance and despite objection from South East Water that the piling works could risk significant contamination of the local groundwater supply.
 - It was considered that the recent power cut at a water treatment works had highlighted the significant impact that even a small risk to water supply could have on residents, with around 5,000 homes having been left for three days without water or with low pressure.
 - Cllr Shea reported that she had written to the Member of Parliament for Sevenoaks District following this event, requesting that water providers be elevated to Statutory Consultee status.

- It was noted that, although the STNP provides design guidance as well as height restrictions which the Gasholder site proposals directly conflict with, the NDP had not been designed nor intended to be used as a housing allocation document or replacement to the Local Plan.
- Members disagreed with the Tree Officer's grounds for deeming the two trees proposed for removal under 24/02395/HOUSE to be of limited amenity value. The Officer's justification was that the trees were not visible from the front of the property, however members considered that the definition of amenity value should include contribution to biodiversity, habitat and wildlife contribution. It was **agreed** that recommendation be made for the STNP's 5 year review, for the wording of Policy L4 to clarify this expanded definition.

c) The Town Clerk reported that Swanley Town Council's NDP had been "made" by the District Council in 2024, and noted that it would be interesting to see if any similar observations or trends had been picked up by Swanley Officers. It was **agreed** that STC enquire as to this, as well as for copy of the latest monitoring and trends report be forwarded to the Town Council as an example of how the Swanley Neighbourhood Plan could be similarly monitored, if not already.

d) It was further **agreed** that copy of the Monitoring reports be forwarded to the District Council's Planning Policy team, to inform their own monitoring exercises.

309 Sevenoaks Quarry Section 106 Agreement and Tarmac Obligations

a) It was noted that the summary report alluded to in the Agenda papers had been created by Tarmac for a previous Sevenoaks Quarry Steering Group, with the Town Council still awaiting receipt of a copy to share with the Working Group.

b) It was noted that the full Section 106 agreement between Tarmac, Sevenoaks District Council and Kent County Council is available via the following link to the District Council's Planning Portal:

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R7THZFBK0LO00>

c) Members received notice that the STNP / Masterplan Working Group would be reviewing the headline provisions covered in the Section 106 agreement under the following timeline, with recommendations as to Town Council action to be considered during these meetings:

Date	Section 106 Reference	Earliest trigger for provisions under this schedule
10.02.2025	Schedule 4 – Open Space and Community Uses	Restoration of the Oast House to be completed prior to occupation of 150th Residential Property*
07.04.2025	Schedule 2 – Affordable Housing	Affordable Housing Scheme to be agreed prior to development commencing on each Phase
02.06.2025	Schedule 5 – Bus Service Contribution and Bus Stops Schedule	Bus Stops Scheme to be approved prior to commencement of any development
TBC	Schedule 6 – Highway Works and PROW Contribution	Bat and Ball Road pedestrian and cycle Section 278 to be entered prior to commencement of any development
TBC	Schedule 7 – Residential Travel Plan, Car Club and Mobility Hub	Residential Travel Plan to be delivered no less than 3 months prior to first occupation of any Residential Development
TBC	Schedule 3 – Primary School Site	Plans to be prepared following commencement of development of the 350th Residential Property

d) Cllr Wightman provided a summary analysis of the Section 106 agreement, with the following points of note having been discussed:

- Management and ownership of assets is light in detail, particularly with regard to the Local Centre, Oast House, Parklands, Lake and Watersport facility.
- No mention is made of Sevenoaks Town Council in terms of potential involvement, including with the Oast House for which the Town Council's interest in owning and managing has been known since its identification as a proposed community asset in the STNP
- Furthermore, there was no consultation with the Town Council on the contents of the Section 106, either in its production or prior to its signing
- A total of £750,000 in bus service contributions has been agreed for payment to Kent County Council. Cllr Wightman recommended that the Town Council ask to be included in conversations as to how this is allocated
- A service charge will be payable by the future residents of the development site, with an exception for social housing residents. This would go towards the cost of maintaining the open spaces, however there is no detail as to how this will be collected or by who.
- It was noted that the future reorganisation of local government will bring significant changes in regards with ownership and operation of assets.
- With regards to the provision of a roundabout at Bat & Ball junction, Cllr Shea reported that West Kent Housing Association had recently discovered that the approved plans include a piece of land which they intend on reconfiguring to improve waste collection services. It was noted that a roundtable discussion had been requested from the Town Council, with Tarmac, Sevenoaks District Council, Kent County Council and West Kent Housing Association.
- There is no requirement in the Section 106 for medical facilities, however Cllr Shea reported that Kent Community Health NHS Foundation Trust had recently expressed their ambition for providing both primary and secondary at the Hospital.
- The Town Clerk also clarified that headline provisions on the Section 106 cannot be substituted for an alternative contribution not already included in the agreement after its signing. For instance, should the secondary school provision agreed to in the Section 106 no longer be needed, the funds for this cannot be swapped for provision of a doctor's surgery site instead. A pre-approved sum of money would instead be paid, either to the District Council or Kent County Council.

e) The Working Group considered Open Space and Community Uses provision under Schedule 4 of the Section 106, with the following points of note having been discussed:

- Sevenoaks Town Council has expressed interest in owning and managing the Oast House, and request had been made to Tarmac for the ownership to be transferred Freehold. The Town Council has aspirations for the site to become a key base for meeting the local community's needs, with a one stop shop and flexible community space.
- The Barn has been agreed for transfer to the Scouts.
- The Water Sports Centre is accompanied with various ancillary assets as well as a community facility. It was noted that the Sevenoaks Sea Cadets had expressed interest in the lake, and the Town Council could potentially be interested in the Water Sports Centre. It was noted however, that the associated open spaces and park appear to be inseparable from lake, the latter of which the Town Council would likely prefer not to adopt. It was therefore agreed that recommendation be made for the Town Council to express initial interest in obtaining this asset, however that request be made for the lake to remain in Tarmac ownership, similar to the

ownership and management structure of the Wildlife Reserve which is owner by Tarmac and operated by Kent Wildlife Trust.

f) The following recommendations were made, and it was **agreed** that these be reported to the appropriate Town Council Committee and processed through the Committee structure:

- Given the uncertainty as to Kent County Council and Sevenoaks District Council's future, recommendation that a request be made for Sevenoaks Town Council to be added to the Section 106 as a potential successor of the District Council. In particular, as the hiring body of a Community Development Officer, amongst other potential responsibilities.
- For the Town Council to confirm **definite** aspiration to receive and operate the Oast House, **potential** aspiration to receive and operate the Water Sports Centre and Park with associated Open Spaces, and **potential** interest in managing the lake, should ownership be separable from this.

310 **Town Centre and St John's Area Masterplans update**

a) Members received notice that the draft reports for the Town Centre and St John's Area Masterplans are nearly complete, with consultation expected March 2025 and exact dates to be determined. It was noted however, that the **March 2025 public consultation would likely be limited to the St John's Area Masterplan**, due to the potential for significant changes to be made to the Town Centre local asset ownership in the upcoming local government reorganisation.

b) It was noted that, while the local governance restructure would not significantly impact recommendations and options explored in the St John's Area Masterplan, the Town Centre Masterplan was much more likely to be affected due to the number of significant assets owned by both Sevenoaks District Council and Kent County Council. Publishing the Town Centre Masterplan without exploring the future of these assets was considered a lost opportunity, with the Masterplan being at risk of being out of date not long after it is published.

c) The Town Clerk clarified that the Town Centre Masterplan would likely be delayed by a maximum of 3 months, in order to allow the Masterplan to be better informed as to the future management of council-owned assets.

Timeline	Activity
February 2025	Draft consultation material for St John's Masterplan to be received and circulated to Councillors – including posters, information boards and questionnaire
First week of March 2025	Launch of public consultation for St John's Masterplan, with information boards at key locations
17th March 2025	Information stand for St John's Masterplan at the Annual Town Public Meeting
End of March 2025	Close of consultation for St John's Masterplan
~ June 2025 ESTIMATE	Launch of public consultation for Town Centre Masterplan

311 **Current Matters**

The Current Matters report was received and noted.

312 **Dates of future meetings**

The following future meeting dates were noted:

7th April 2025 – 6pm	2nd June 2025 – 6pm
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Meeting concluded at 6:50pm.

DRAFT

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Agenda Item 5

St John's Hill Area Masterplan Consultation Dates

Sevenoaks Town Council will be consulting on its **draft St John's Hill Area Masterplan**, with the survey to launch at **9am on Monday 10th March 2025 and remain open until 11:59pm on 31st March 2025**. Public will be invited to comment on the proposed contents and attend Town Council venues where informative A0 poster boards will be available to view.

The following key publication dates and consultation events have been scheduled:

Date	Location	Details
9:00am Monday 10th March 2025 ONGOING until the end of March.	ONLINE , via Facebook, Twitter, Instagram, and Sevenoaks Town Council's webpage	Publication of the draft Masterplan report, Informative Posters, and link to the online survey. Paper copies will available to collect via the Town Council Offices, Bat & Ball Centre, Bat & Ball Station Café and The Vine Café.
6:30pm Monday 17th March 2025 Until end of the Public Meeting event (One evening only)	Foyer at the Bat & Ball Centre, Cramptons Road, TN14 5DN	Information Stand at the Annual Town Public Meeting, attended by Masterplan consultants, Urban Initiatives and with A0 Informative Posters. Q&A invited . Paper copies of the survey will be available, as well as QR code.
10:00am – 4pm From Tuesday 18th March 2025 to Saturday 22nd March 2025	Town Council Chambers, located at Sevenoaks Town Council Offices, Bradbourne Vale Road, TN13 3QG	Drop-in event with A0 Informative Posters. A volunteer rota of Town Councillors to attend will be arranged. Q&A is invited, however this is contingent on Councillor availability. If a Councillor is not available during your visit and you wish to ask a question, please email planning@sevenoakstown.gov.uk . Paper copies of the survey will be available, as well as QR code.
Monday 24th March 2025	Foyer at the Bat & Ball Centre, Cramptons Road, TN14 5DN	Drop-in event with A0 Informative Posters.

Until Monday 31st March 2025		Paper copies of the survey will be available, as well as QR code.
11:59pm Monday 31st March 2025	Closure of public consultation.	

The following poster has been created, to provide background and further information on the Masterplan and can be viewed via the below link or QR code. This was produced to be viewed at A0 size – therefore viewers are advised to either use the Zoom function, or attend the above events where the poster will be available to view at a large scale in person.

<https://qrco.de/bfnWrM>



The St John's Hill Area Masterplan is separate to, but affiliated with, the Town Centre Masterplan, which it has been produced in conjunction with up until point of consultation. While progress on the St John's Hill Area Masterplan continues, the Town Centre Masterplan has been temporarily delayed due to the recent uncertainty of future local government structures caused by the Government's Reorganisation proposals. (Separate to Devolution proposals)
Consultation on the Town Centre Masterplan has therefore been delayed until Summer 2025.



Sevenoaks Town Council

Tel No:

Ask for: Street Naming & Numbering

Email: street.naming@sevenoaks.gov.uk

My Ref: 25/00002/NEWDEV

Date: 19th February 2025

Dear Sir/Madam

STREET NAMING & NUMBERING - SECTION 64 TOWN IMPROVEMENTS ACT 1847

Site: Berkeley House 7 Oakhill Road Sevenoaks Kent TN13 1NQ

A new apartment block consisting of 69 flats across 6 floors (Ground, First, Second, Third, Lower Ground 1 and Lower Ground 2). Main access is via the Ground Floor through a single entrance. Block to be called Montagu Place.

Please note the plot to postal on this letter is not in the correct sequence. Please see the last page of the pdf titled "2500002PLAN" which contains plot to postal numbers in the correct order.

Apologies for the inconvenience this may cause.

We can confirm the new addressing for the above development. Please see details in the table overleaf. Also attached is a plan of the development for your information.

If you have any queries then please contact us.

Yours faithfully

Fraser McGregor

Street Naming & Numbering Officer

Chief Executive: Dr. Pav Ramewal
Council Offices, Argyle Road, Sevenoaks, Kent TN13 1HC
Telephone: 01732 227000 DX 30006 Sevenoaks
Email: information@sevenoaks.gov.uk
www.sevenoaks.gov.uk

INVESTORS IN PEOPLE®
We invest in people Platinum

Site: Berkeley House 7 Oakhill Road Sevenoaks Kent TN13 1NQ

Plot	New Address
Berkeley House, 7	Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 41, Berkeley House, 7 Oakhill Road	Flat 55 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 42, Berkeley House, 7 Oakhill Road	Flat 56 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 43, Berkeley House, 7 Oakhill Road	Flat 57 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 44, Berkeley House, 7 Oakhill Road	Flat 46 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

Plot 45, Berkeley House, 7 Oakhill Road	Flat 15 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 46, Berkeley House, 7 Oakhill Road	Flat 9 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 47, Berkeley House, 7 Oakhill Road	Flat 10 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 48, Berkeley House, 7 Oakhill Road	Flat 18 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 49, Berkeley House, 7 Oakhill Road	Flat 19 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 50, Berkeley House, 7 Oakhill Road	Flat 20 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

Plot 51, Berkeley House, 7 Oakhill Road	Flat 21 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 52, Berkeley House, 7 Oakhill Road	Flat 59 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 53, Berkeley House, 7 Oakhill Road	Flat 60 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 54, Berkeley House, 7 Oakhill Road	Flat 61 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 55, Berkeley House, 7 Oakhill Road	Flat 62 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 56, Berkeley House, 7 Oakhill Road	Flat 63 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

Plot 57, Berkeley House, 7 Oakhill Road	Flat 64 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 58, Berkeley House, 7 Oakhill Road	Flat 65 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 59, Berkeley House, 7 Oakhill Road	Flat 58 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 60, Berkeley House, 7 Oakhill Road	Flat 22 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 61, Berkeley House, 7 Oakhill Road	Flat 16 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 62, Berkeley House, 7 Oakhill Road	Flat 17 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

Plot 63, Berkeley House, 7 Oakhill Road	Flat 23 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 64, Berkeley House, 7 Oakhill Road	Flat 24 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 65, Berkeley House, 7 Oakhill Road	Flat 25 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 66, Berkeley House, 7 Oakhill Road	Flat 66 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 67, Berkeley House, 7 Oakhill Road	Flat 67 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 68, Berkeley House, 7 Oakhill Road	Flat 68 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

Plot 69, Berkeley House, 7 Oakhill Road	Flat 69 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 1, Berkeley House, 7 Oakhill Road	Flat 33 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 19, Berkeley House, 7 Oakhill Road	Flat 38 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 3, Berkeley House, 7 Oakhill Road	Flat 35 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 2, Berkeley House, 7 Oakhill Road	Flat 34 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 4, Berkeley House, 7 Oakhill Road	Flat 36 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

Plot 5, Berkeley House, 7 Oakhill Road	Flat 37 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 6, Berkeley House, 7 Oakhill Road	Flat 2 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 7, Berkeley House, 7 Oakhill Road	Flat 3 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 8, Berkeley House, 7 Oakhill Road	Flat 28 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 9, Berkeley House, 7 Oakhill Road	Flat 29 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 10, Berkeley House, 7 Oakhill Road	Flat 30 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

Plot 11, Berkeley House, 7 Oakhill Road	Flat 31 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 12, Berkeley House, 7 Oakhill Road	Flat 32 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 13, Berkeley House, 7 Oakhill Road	Flat 5 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 14, Berkeley House, 7 Oakhill Road	Flat 6 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 15, Berkeley House, 7 Oakhill Road	Flat 7 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 16, Berkeley House, 7 Oakhill Road	Flat 8 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

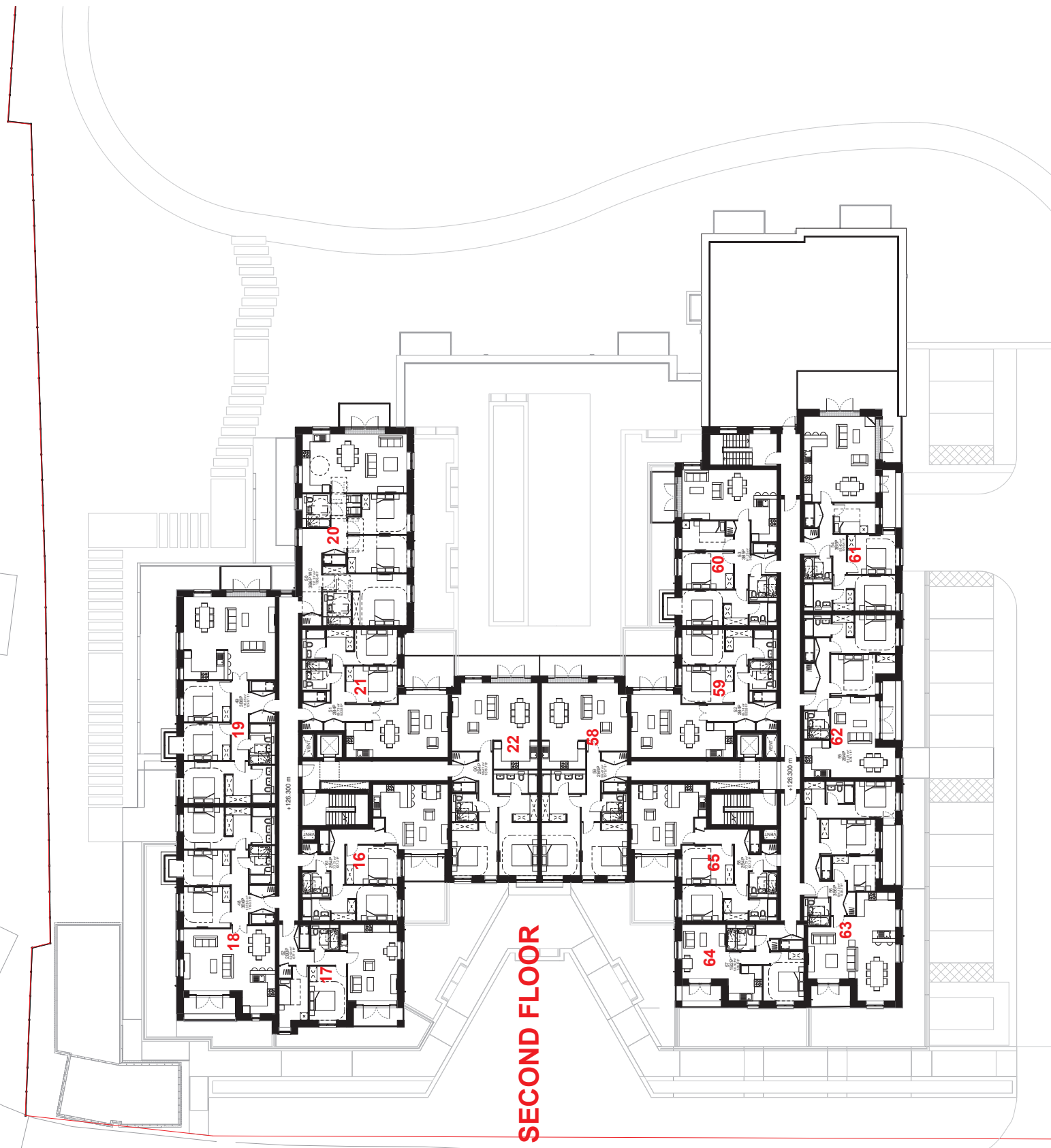
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Plot 18, Berkeley House, 7 Oakhill Road	Flat 27 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 20, Berkeley House, 7 Oakhill Road	Flat 39 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 21, Berkeley House, 7 Oakhill Road	Flat 40 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 22, Berkeley House, 7 Oakhill Road	Flat 41 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 23, Berkeley House, 7 Oakhill Road	Flat 42 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

Plot 24, Berkeley House, 7 Oakhill Road	Flat 43 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 25, Berkeley House, 7 Oakhill Road	Flat 44 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 26, Berkeley House, 7 Oakhill Road	Flat 45 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 27, Berkeley House, 7 Oakhill Road	Flat 1 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 28, Berkeley House, 7 Oakhill Road	Flat 4 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 29, Berkeley House, 7 Oakhill Road	Flat 11 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

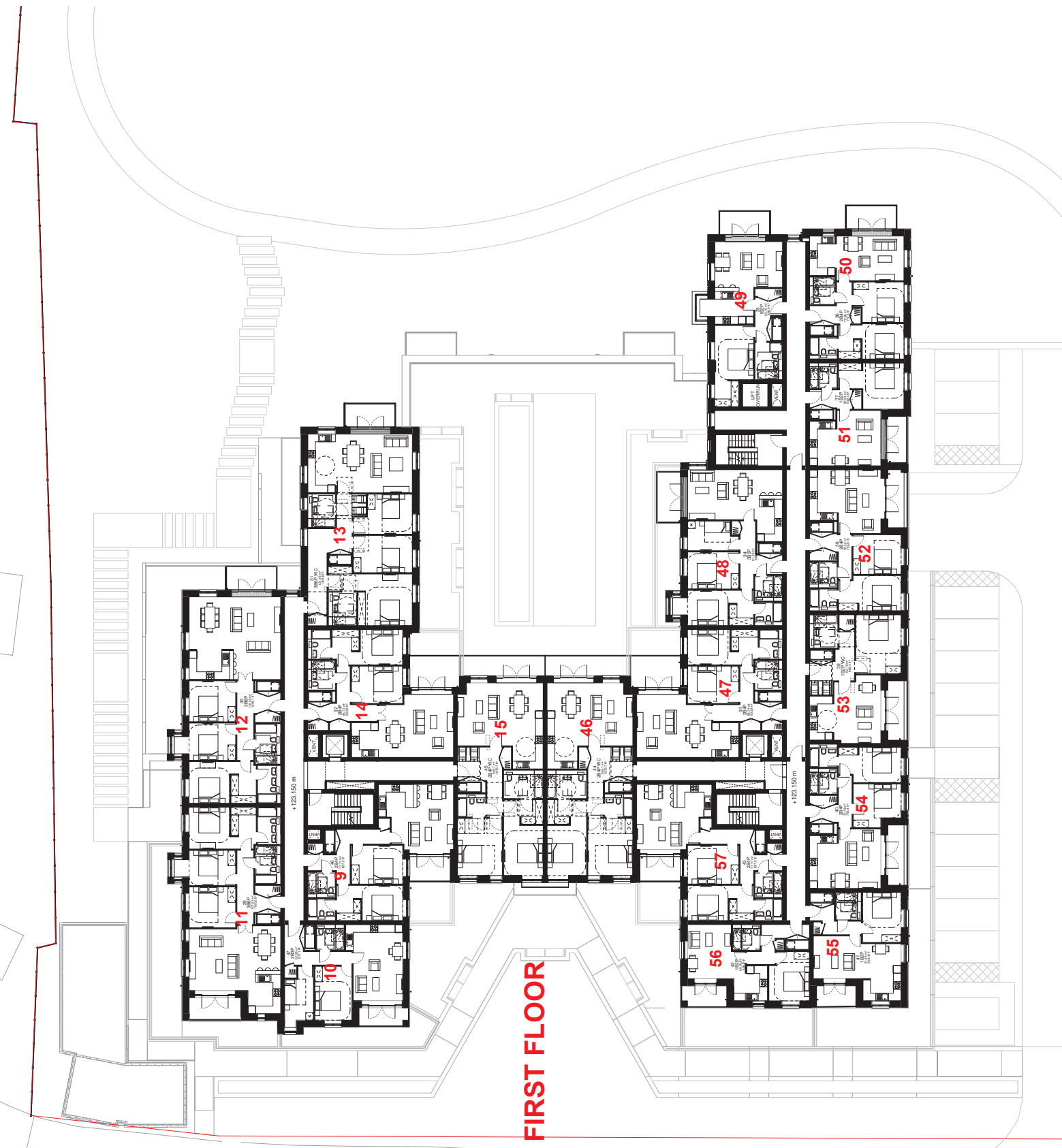
Plot 30, Berkeley House, 7 Oakhill Road	Flat 12 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 31, Berkeley House, 7 Oakhill Road	Flat 13 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 32, Berkeley House, 7 Oakhill Road	Flat 14 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 33, Berkeley House, 7 Oakhill Road	Flat 47 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 34, Berkeley House, 7 Oakhill Road	Flat 48 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 35, Berkeley House, 7 Oakhill Road	Flat 49 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

Plot 36, Berkeley House, 7 Oakhill Road	Flat 50 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 37, Berkeley House, 7 Oakhill Road	Flat 51 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 38, Berkeley House, 7 Oakhill Road	Flat 52 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 39, Berkeley House, 7 Oakhill Road	Flat 53 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ
Plot 40, Berkeley House, 7 Oakhill Road	Flat 54 Montagu Place 7 Oakhill Road Sevenoaks Kent TN13 1NQ

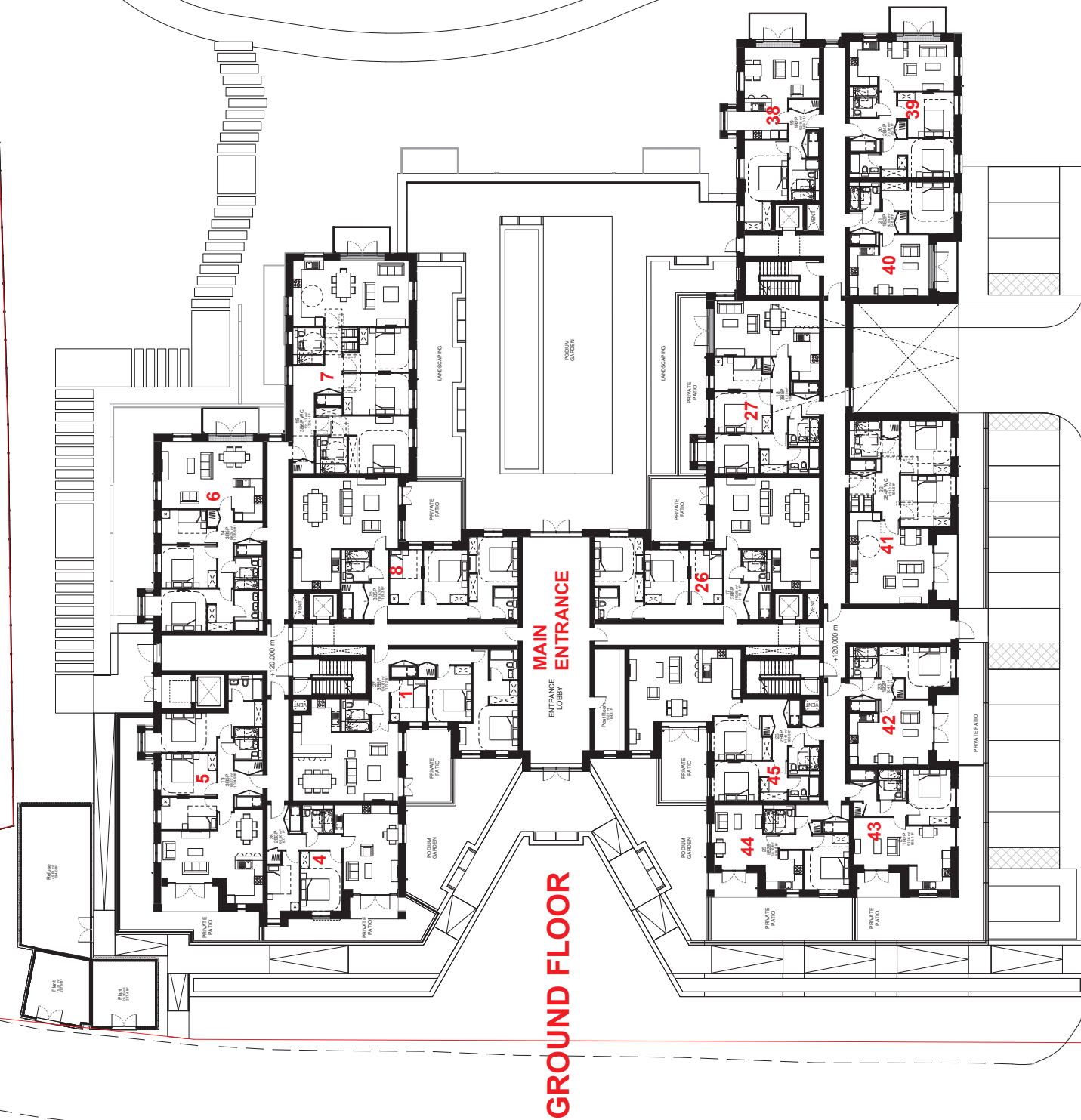




Notes:
Once submitted the Agency will make every effort to ensure that the information is accurate and complete. However, the Agency cannot be held responsible for any errors or omissions. The Agency will not be responsible for any loss or damage, whether direct or indirect, arising from the use of the information. The Agency will not be responsible for any loss or damage, whether direct or indirect, arising from the use of the information. The Agency will not be responsible for any loss or damage, whether direct or indirect, arising from the use of the information.



FIRST FLOOR

[illegible]

Notes:
1. Owner shall retain the liability for any construction delays and/or costs.
2. The design is preliminary and subject to change without notice.
3. The design is preliminary and subject to change without notice.
4. The design is preliminary and subject to change without notice.
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10. The design is preliminary and subject to change without notice.



Project: Sevenside Town Centre Parking & Employment/Community Space 10/20/2025

Client: jtp

Architect: jtp

Scale: 1:100

Sheet: 01

Revision: 1

Drawn: 10/20/2025

Checked: 10/20/2025

Approved: 10/20/2025

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Architect: jtp

Scale: 1:100

Sheet: 01

Revision: 1

Drawn: 10/20/2025

Checked: 10/20/2025

Approved: 10/20/2025



PI	14.02.22	Planning Application	RA	JFW
Ref	Date	Description	Drawn	Checked

Planning	Operating Status
1. Planning 2. Operating Status	1. Planning 2. Operating Status

Berkeley Homes
Client

Project
Berkeley House, Sevenoaks

Reading Time

Lower Ground Floor 02 Plan

Scale 0-100	1 : 100	Adm Prod. 0.0978
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Scale 1 : 100 Job No. 00978



Montagu Place, 7 Oakhill Road, Sevenoaks

Plot No	Postal	Floor Level
1	33	Lower Ground 2
2	34	Lower Ground 2
3	35	Lower Ground 2
4	36	Lower Ground 2
5	37	Lower Ground 2
6	2	Lower Ground 1
7	3	Lower Ground 1
8	28	Lower Ground 1
9	29	Lower Ground 1
10	30	Lower Ground 1
11	31	Lower Ground 1
12	32	Lower Ground 1
13	5	Ground
14	6	Ground
15	7	Ground
16	8	Ground
17	26	Ground
18	27	Ground
19	38	Ground
20	39	Ground
21	40	Ground
22	41	Ground
23	42	Ground
24	43	Ground
25	44	Ground
26	45	Ground
27	1	Ground
28	4	Ground
29	11	First
30	12	First
31	13	First
32	14	First
33	47	First
34	48	First

Plot No	Postal	Floor Level
35	49	First
36	50	First
37	51	First
38	52	First
39	53	First
40	54	First
41	55	First
42	56	First
43	57	First
44	46	First
45	15	First
46	9	First
47	10	First
48	18	Second
49	19	Second
50	20	Second
51	21	Second
52	59	Second
53	60	Second
54	61	Second
55	62	Second
56	63	Second
57	64	Second
58	65	Second
59	58	Second
60	22	Second
61	16	Second
62	17	Second
63	23	Third
64	24	Third
65	25	Third
66	66	Third
67	67	Third
68	68	Third
69	69	Third



Sevenoaks Town Council

Tel No:

Ask for: Street Naming & Numbering

Email: street.naming@sevenoaks.gov.uk

My Ref: 25/00013/NEWDEV

Date: 25th February 2025

Dear Sir/Madam

STREET NAMING & NUMBERING - SECTION 64 TOWN IMPROVEMENTS ACT 1847

Site: Park House St Johns Road Sevenoaks Kent TN13 3JZ

The Office at Park House, St Johns Road has never been registered with Royal Mail and is required to be recognised to obtain services. The office is manned during the day.

***** Royal Mail - Please add to PAF immediately, not NYB *****

We can confirm the new addressing for the above development. Please see details in the table overleaf. Also attached is a plan of the development for your information.

If you have any queries then please contact us.

Yours faithfully

Fraser McGregor

Street Naming & Numbering Officer

Chief Executive: Dr. Pav Ramewal
Council Offices, Argyle Road, Sevenoaks, Kent TN13 1HC
Telephone: 01732 227000 DX 30006 Sevenoaks
Email: information@sevenoaks.gov.uk
www.sevenoaks.gov.uk

INVESTORS IN PEOPLE®
We invest in people Platinum

Site: Park House St Johns Road Sevenoaks Kent TN13 3JZ

Plot	New Address
Park House Office, Park House	Park House Office Park House St Johns Road Sevenoaks Kent TN13 3JZ



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Summary report of upcoming Temporary Road Closures

1 THE CRESCENT TEMPORARY ROAD CLOSURE – 12TH MARCH 2025 FOR 3 DAYS

a) The Crescent will be closed near the junction with Seal Hollow Road from 12th March 2025 for 3 days.

b) The alternative route is via Seal Hollow Road, Hillingdon Avenue and vice versa.

2 HILLINGDON AVENUE TEMPORARY ROAD CLOSURE – 21ST MARCH 2025

a) Hillingdon Avenue will be closed near the junction with The Crescent from 21st March 2025 for 1 night, between the hours of 8pm and 6am.

b) The diversion is via Seal Hollow Road, A25 Seal Road, Hillingdon Avenue and vice versa.

3 LAMBARDE ROAD TEMPORARY ROAD CLOSURE – 28TH MARCH 2025

a) Lambarde Road will be closed near the junction with Lake View Road from 28th March 2025 for 1 day.

b) The alternative route is via Lakeview Road, Robyns Way, Betenson Avenue and vice versa.

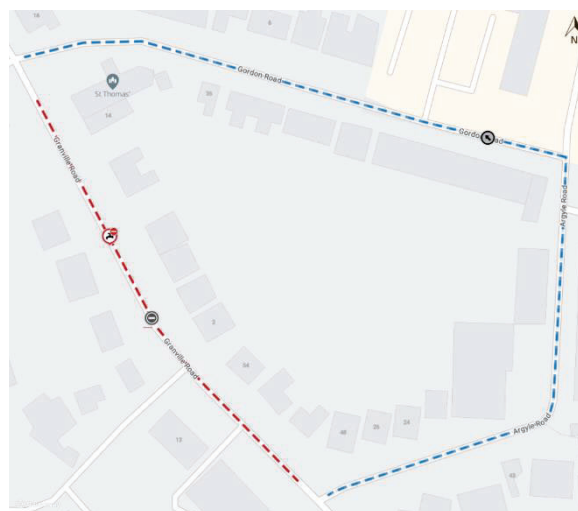
4 GRANVILLE ROAD TEMPORARY ROAD CLOSURE – 5TH APRIL 2025 FOR 17 DAYS

a) Granville Road will be closed outside number 8 from 5th April 2025 for 17 days.

b) The alternative route is via Gordon Road, Argyle Road and vice versa. Pedestrian access will be maintained throughout the works.

c) The most up to date information on the works can be found via the following link:

<https://one.network/?tm=141784936>



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Planning Applications to be Considered

Planning Applications received to be considered on 10 March 2025

1	Plan Number	Planning officer	Town Councillor	Agent
	24/03319/FUL	Stephanie Payne 11/03/2025	Cllr Michaelides	
Case Officer				
Applicant		House Name	Road	Locality
Mr J Moir		Sevenoaks School Orchards	Solefields Road	Town
Town		County	Post Code	Application date
				18/02/25
Mr J Moir, Sevenoaks School Orchards, Solefields Road, Town, ,				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SOCA2ZBKL0N00			

2	Plan Number	Planning officer	Town Councillor	Agent
	24/03427/FUL	Nicola Furlonger 20/03/2025	Cllr Shea	DAVID LOCK ASSOCIATES
Case Officer				
Applicant		House Name	Road	Locality
Tarmac Trading Ltd		Former Oast, Sevenoaks Quarry	Bat and Ball Road	Northern
Town		County	Post Code	Application date
				27/02/25
24/03427/FUL - Amended plan				
Restoration works to the Oast House, including replacement and repair of walls, windows, guttering and roof, internal renovations and associated restoration operations.				
A summary of the main changes are set out below:				
Structural Survey and condition photographs provide.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SOSYZZBKL7S00			

3	Plan Number	Planning officer	Town Councillor	Agent
	25/00369/HOUSE	Summer Aucoin 17/03/2025	Cllr Ancrum	DC Hudson and Partner LLP
Case Officer				
Applicant		House Name	Road	Locality
Mr & Mrs A Tirmizi & N Haq			5 Hillingdon Avenue	Eastern
Town		County	Post Code	Application date
				24/02/25
Proposed single storey rear extension with rooflights, first floor loft extension, double dormers with rooflights and single storey front porch. Alteration to fenestration. New rear patio area.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SRJ0JZBK0LO00			

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00424/FUL	Anna Horn 18/03/2025	Cllr Clayton	RE Planning LLP

Planning Applications to be Considered

Planning Applications received to be considered on 10 March 2025

Case Officer			
Applicant	House Name	Road	Locality
Cobalt Ventures Ltd		8 Vine Court Road	Eastern
Town	County	Post Code	Application date
			25/02/25
Change of use to a single dwelling (Use Class C3) with the retention of existing basement flat as ancillary annex accommodation.			
8 Vine Court Road Sevenoaks Kent TN13 3UU			
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SRON9MBKMA100		

5	Plan Number	Planning officer	Town Councillor	Agent
	25/00433/HOUSE	Summer Aucoin 20/03/2025	Cllr Gustard	E F Planning
Case Officer				
Applicant		House Name	Road	Locality
Mrs B Davis			27 Croft Way	Kippington
Town		County	Post Code	Application date
				27/02/25
Garage conversion and erection of a single storey rear extension.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SRONGRBKMAK00			

6	Plan Number	Planning officer	Town Councillor	Agent
	25/00472/FUL	Stephanie Payne 24/03/2025	Cllr Willis	Kentec Draughting Services Ltd
Case Officer				
Applicant		House Name	Road	Locality
M Gill			144A London Road	Town
Town		County	Post Code	Application date
				03/03/25
Proposed loft conversion with dormer and rooflights. Sub-division into two duplex flats.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SRW1YOBKMCQ00			

7	Plan Number	Planning officer	Town Councillor	Agent
	25/00500/FUL	Stephanie Payne 24/03/2025	Cllr Michaelides	Robinson Escott Planning
Case Officer				
Applicant		House Name	Road	Locality
Ms S Day			55 & 55A London Road	Town
Town		County	Post Code	Application date
				03/03/25
Part conversion/change of use of ground floor Class E use to incorporate into residential use at existing first floor flat. Associated internal and external works including removal of external staircase, fence being replaced with privacy screen, new refuse/cycle storage and alterations to fenestration.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SRZRGWBKMEX00			

Planning Applications to be Considered

Planning Applications received to be considered on 10 March 2025

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00521/HOUSE	Christopher Park 19/03/2025	Cllr Shea	AK-Studios
<i>Case Officer</i>				
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms D Miller			16 Pontoise Close	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				26/02/25
Conversion of garage to habitable room and changes to fenestration.				
<i>Web link</i>	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SS1M95BKMG500			