

Sevenoaks Town Council

**Minutes of the meeting of the Planning & Environment Committee
Held on Monday 22 December 2025 in the Council Chamber, Town Council Offices, TN13
3QG**

Livestreamed and available to view on YouTube until approved by Council:

<https://youtube.com/live/MsTebZdiOqM>

Meeting commenced: 19:00

Meeting Concluded: 20:00

Present:

Committee Members

Quorum minimum of six members

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

Also in attendance:

Planning Committee Clerk

Youth Committee Clerk

PUBLIC QUESTION TIME

None.

548 - APOLOGIES FOR ABSENCE

As above.

549 - REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

550 - DECLARATIONS OF INTEREST

None.

551 - MINUTES

The Committee received the MINUTES of the Planning & Environment Committee Meeting held 15th December 2025.

It was RESOLVED that the minutes be approved.

Sevenoaks Town Council

552 - NEW TREE PRESERVATION ORDER CONFIRMED AT THE SEVENOAKS ADULT EDUCATION CENTRE SITE

The Committee received notice and plans of the following Tree Preservation Order which had been confirmed by Sevenoaks District Council:

- **03/2025: Comprising ten trees at the Adult Education Centre site, Bradbourne Road**

553 - CURRENT & COMPLETED MATTERS REPORTS

a) The Committee received and noted the Current Matters report, which summarises and provides any relevant updates on live projects of the Planning & Environment Committee.

b) The Planning Committee Clerk highlighted the following points of note:

- **The Dartford Road zebra crossing** had been speculatively programmed by Kent County Council for an anticipated delivery date from mid to late January 2026. This was contingent on the District Council's approval of a Works to Trees in the Conservation Area (WTPO) notification for necessary root mitigation works underneath the surface of the proposed crossing.
- The Town Council had contacted both the District Council as well as its consultants for the **Sevenoaks to Dunton Green active travel feasibility study**, with the suggestion that a more detailed study may be more appropriately pursued via the emerging Local Plan due to its significant interaction with proposed housing allocation sites. This was on the basis that a more "high level" study by the Town Council's consultants could support the Local Plan's evidence base, while a more detailed study by the District Council could be used to feed into the associated sites' Development Briefs and secure an appropriate land allocation.

c) Cllr Clayton noted that the proposed Sevenoaks to Dunton Green active travel route, as represented in the Development Brief for the District Council's proposed allocation of the land above the Sevenoaks Wildlife Reserve, deflects North of the route identified in the Sevenoaks Town Neighbourhood Plan. He considered that this redirection would decrease the benefits of the route and it was **RESOLVED** that the Town Council raise this as a concern and recommend that the Development Brief be amended to more closely reflect the route as proposed in the Neighbourhood Plan.

d) Councillors thanked Officers involved in the advancement of the Dartford Road zebra crossing, and expressed keen anticipation for its delivery.

e) The Committee received and agreed the Completed Matters report, which summarises concluded projects of the Planning & Environment Committee.

Sevenoaks Town Council

554 - 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 between the five weeks ending 15th December 2025.

555 - PLANNING APPLICATIONS

- a) No members of the public registered to speak on individual applications.
- b) The Committee considered planning applications received during the two weeks ending 15th December 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

556 - PRESS RELEASES

None.

There being no further business the Chair closed the Meeting.

Signed
Chair

Dated

Planning Applications Considered

Applications considered on 22-12-25

1	Plan Number	Planning officer	Town Councillor	Agent
	25/00978/FUL	Stephanie Payne 08/01/2026	Cllr Dr Dixon	Robinson Escott Planning
Applicant	House Name	Road	Locality	
Sevenoaks Plans	Land Rear of	26 St James Road	St Johns	
Town	County	Post Code	Application date	
			16/12/25	

25/00978/FUL - Amended plan

Demolition of existing garage. Erection of 5no. apartments with access, cycle parking and assoicated landscaping. Associated works.

A summary of the main changes are set out below:

Further information has been provided in relation to drainage and trees for the development.

- Ground Investigation and Hydrogeological Report - Potential Groundwater Impacts - Lustre Consulting

Foundation Strategy for planning - CTO Consulting Engineers

- A tree report - which includes how the foundation strategy, informed by trial pits, will retain the boundary trees with No.28

- Updated Planning and Design and Access statement

Comment

Sevenoaks Town Council recommended refusal on the grounds that the proposed development would be cramped and overdeveloped, particularly at three storeys.

Informative:

The Town Council reported its concern as to whether there will be adequate emergency vehicle access and turning provision for the site.

2	Plan Number	Planning officer	Town Councillor	Agent
	25/02033/HOUSE	Zoe Dommett 31/12/2025	Cllr Daniell	Coleman Anderson Archit
Applicant	House Name	Road	Locality	
Mr & Mrs Stamp	Faircrouch	22 Oakhill Road	Kippington	
Town	County	Post Code	Application date	
			08/12/25	

25/02033/HOUSE - Amended plan

Demolition of existing rear extension and conservatory and erection of new single-storey rear extension with rooflights and canopy with associated hardscaping. Garage conversion and first floor side extension. Alterations to fenestration. Loft conversion with dormer windows and rooflights. Erection of new garage with rooflights. Associated landscaping.

A summary of the main changes are set out below:

Tree Survey and Arboricultural Impact Assessment report now provided.

Comment

Proposed by Cllr Gustard with Cllr Daniell's apologies:

Sevenoaks Town Council recommended approval, provided Policy L4 of the Sevenoaks Town Neighbourhood Plan, which requires appropriate replacement of any trees or hedgerows lost to development, is complied with.

Planning Applications Considered

Applications considered on 22-12-25

3	Plan Number	Planning officer	Town Councillor	Agent
	25/02368/FUL	Samantha Yates 03/01/2026	Cllr Dr Dixon	Robinson Escott Planning
Applicant	House Name	Road	Locality	
Portman Homes Ltd		73-75 Bradbourne Park Road	St Johns	
Town	County	Post Code	Application date	
			10/12/25	

25/02368/FUL - Amended plan

Erection of 5 dwellings, hard and soft landscaping including access and parking for 10 cars. Sheds for each property. Package pumping stations and Attenuation tank.

A summary of the main changes are set out below:

Architecture:

Proposed Site Layout Plan - 8993-PD-20 B - Offset Architects

Ecology:

KCC Response Letter & Appendices - Greenspace Ecological Solutions, 21 November 2025

Updated BNG Metric Spreadsheet

The Statutory Biodiversity Metric - Technical Annex 1: Condition Assessment Sheets and Methodology

Biodiversity Gain Plan, 21 November 2025

BNG_Figure 1_Baseline Habitats Plan - 1.1

BNG_REV C_Bradbourne_Figure 2 - Proposed Habitat Plan 1.1

Aboriculture:

Aboricultural Report - GRS, 21 November 2025

Landscaping:

Landscape General Arrangement Plan Rev A - PJC Consultancy

A summary of the changes to the scheme is listed below:

Retention of trees T22 and T23

Reduction in rear amenity area of Plot 3 and creation of additional scrub area along western boundary of site (outside the curtilage)

Revisions to soft landscaping scheme

Comment

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

- The number of new units does not represent overdevelopment, particularly in providing sufficient outdoor amenity for four-bedroomed houses
- The Biodiversity Net Gain plans are robust
- Kent Ecology's concerns have been suitably addressed
- The Conservation Officer's concerns of some harm are outweighed by the benefits of development

and it is conditioned that:

- The driveways and hardstanding are converted from impermeable to permeable materials

Planning Applications Considered

Applications considered on 22-12-25

4	<i>Plan Number</i> 25/03227/HOUSE	<i>Planning officer</i> Christopher Park 28/12/2025	<i>Town Councillor</i> Cllr Gustard	<i>Agent</i> Saunders Rural Solutions
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Bowman		Penina	2 Yeomans Meadows	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				05/12/25
Erection of a swimming pool and associated landscaping				

Comment

Sevenoaks Town Council recommended approval.

5	<i>Plan Number</i> 25/03306/HOUSE	<i>Planning officer</i> Christopher Park 28/12/2025	<i>Town Councillor</i> Cllr Layne	<i>Agent</i> Lucy Wood Architects
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Charman			26 Vine Court Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				05/12/25
Demolition of existing non-original garage and conservatory extension; Single storey rear and side ground floor extension, rear first floor extension, front first floor extensions including a new double bay window, new dormer windows and rooflights; Single storey garage extension with associated new basement, accommodation in the eaves and rooflights; Alteration of front entrance porch and door; Alteration of fenestration and replacement of existing windows throughout; Replacement of existing roof structure and coverings; Replacement of existing front boundary fence with new brick wall, brick piers, black painted metal railings and electric gates.				

Comment

Proposed by Cllr Clayton:

Sevenoaks Town Council recommended refusal on the following grounds:

- Unacceptable loss of the mature magnolia tree which contributes significantly to the character of the area and the streetscene
- The proposed garage extension would dominate the frontage of the house, as well as cause unacceptable loss of amenity to Number 24
- Loss of the original wooden and plaster features would detract from the character of the Conservation Area, streetscene and neighbouring houses

6	<i>Plan Number</i> 25/03322/HOUSE	<i>Planning officer</i> Summer Aucoin 04/01/2026	<i>Town Councillor</i> Cllr Clayton	<i>Agent</i> Studio Charrette
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
L Prior			72 St Johns Hill	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				11/12/25
Dropped Kerb for vehicular access, new permeable hardstanding driveway and associated landscaping.				

Comment

Sevenoaks Town Council recommended approval, provided Kent Highways are satisfied that sightlines and safe access from the A225 are adequate.

Planning Applications Considered

Applications considered on 22-12-25

7	Plan Number 25/03332/HOUSE	Planning officer Zoe Dommett 04/01/2026	Town Councillor Cllr Gustard	Agent Atelier De Linde Ltd
Applicant		House Name	Road	Locality
Ms D Kaur			6 Rosefield	Kippington
Town		County	Post Code	Application date
				11/12/25
Replacement of the existing conservatory with an orangery, extension of the front porch, alterations to fenestration, installation of a walk-on rear balcony, alteration and extension of the garage, cycle store, external landscaping including driveway, repositioning of entrance gate and internal alterations.				

Comment

Sevenoaks Town Council recommended approval, providing the Planning Officer is satisfied there will be no loss of amenity or privacy to neighbouring properties, and subject to the Arboricultural Officer being satisfied with the protection measures outlined in the Arboricultural Report.

8	Plan Number 25/03333/HOUSE	Planning officer Summer Aucoin 31/12/2025	Town Councillor Cllr Ancrum	Agent Roger Brunning
Applicant		House Name	Road	Locality
Mr M Pinder			74 St Johns Hill	Eastern
Town		County	Post Code	Application date
				08/12/25
Hip to gable loft conversion. Roof dormer with Juliette balcony and rooflight.				

Comment

Sevenoaks Town Council recommended refusal unless the Planning Officer is satisfied that there would be no significant overlooking and loss of privacy for neighbours, including those houses at right angles to the property along the north side of Wickenden Road.

9	Plan Number 25/03340/HOUSE	Planning officer Summer Aucoin 31/12/2025	Town Councillor Cllr Clayton	Agent Howard Sharp And Partne
Applicant		House Name	Road	Locality
A & O Adeleye			14 Hillside Road	Eastern
Town		County	Post Code	Application date
				08/12/25
Demolition of part front/southern side of garage; erection of double-storey front extension including porch. Alterations to fenestration and associated roof and internal alterations.				

Comment

Sevenoaks Town Council recommended approval for the revised plan, which scales back both the size of the developed house and the plot size.

Planning Applications Considered

Applications considered on 22-12-25

10	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03360/HOUSE	Summer Aucoin 02/01/2026	Cllr Layne	KmCreations.Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr and Mrs Deane			57 Wickenden Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				09/12/25
Demolition of detached garage and utility. Erection of single-storey ground floor wrap around side and rear extension with rooflights. Widen existing front boundary fence. Loft conversion with flat roof dormer, Juliette balcony and rooflights. Associated hard and soft landscaping including front driveway, rear patio and boundary fencing. Alterations to fenestration.				

Comment

Proposed by Cllr Shea:

Sevenoaks Town Council recommended refusal on the grounds that the proposed squaring off of the roofline would be contrary to the Residential Character Area Assessment, as well as resulting in unacceptable loss of amenity to neighbours.

11	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03365/CONVAR	Christopher Park 31/12/2025	Cllr Daniell	EDEN Garden Rooms Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms Maria Wentworth			72 Weald Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				08/12/25
Removal of condition 4 'No development shall take place until a site-specific Arboricultural Method Statement and a Tree Protection Plan has been submitted to and approved in writing by the local planning authority.' of 25/02330/FUL Timber framed, insulated, double glazed, single storey garden out building.				

Comment

Proposed by Cllr Gustard, with Cllr Daniell's apologies:

Sevenoaks Town Council recommended refusal and that the condition securing tree protection measures should be retained and appropriately discharged with an approval of details application.

Informative:

The Town Council queried whether the application should have been submitted as an approval of details, as opposed to removal of the condition.

Planning Applications Considered

Applications considered on 22-12-25

12	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03396/HOUSE	Zoe Dommett 08/01/2026	Cllr O'Hara	Harringtons 2006
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Farmer			1 Pontoise Close	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				15/12/25
Single storey rear extension, front porch and alterations to front of site to provide 2 no. parking spaces, new boundary fencing and step access.				

Comment

Sevenoaks Town Council recommended approval, subject to:

- The Planning Officer being satisfied with materials and overall design, and
- A condition securing permeable driveway materials as well as the appropriate direction of surface water run-off away from the foul network.

13	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03401/FUL	Zoe Dommett 03/01/2026	Cllr Granville	Crane Garden Buildings
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr Edden		Flat 2	19 Pembroke Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				10/12/25
Installation of a single storey timber summerhouse in the rear garden				

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that no underground services are disrupted and that there is no inconvenience to neighbours at number 21.