

26th March 2019

You are hereby summoned to a Meeting of the **Sevenoaks Town Council** to be held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 1st April 2019 starting at 7pm 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 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 meetings is available online at sevenoakstown.gov.uk or by request. Members of the public addressing the Committee but not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.


Town Clerk

To assist in the speedy and efficient dispatch 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.

PUBLIC QUESTION TIME

To enable any members of the public present to draw the attention of the Town Council to any matter.

AGENDA

- 1 APOLOGIES FOR ABSENCE
To receive and note apologies for absence.
- 2 REQUESTS FOR DISPENSATIONS
To consider written requests from Members which have previously been submitted to the Town Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest. (s.31 & s.33 of the Localism Act 2011).
- 3 DECLARATIONS OF INTEREST
To receive any declarations of interest from members in respect of items of business included in the agenda for this meeting.
- 4 MINUTES
To receive, adopt and if correctly entered, to sign the minutes of the meeting of the Sevenoaks Town Council held on 21st January 2019 (copies previously circulated and attached).

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

tel: 01732 459 953 fax: 01732 742 577
email: council@sevenoakstown.gov.uk
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Town Clerk

5 FINANCE & GENERAL PURPOSES COMMITTEE

To receive and adopt the:

- a) minutes of the meeting of the Finance & General Purposes Committee meeting held on 4th March 2019 (copy previously circulated and attached).
- b) The resolution of the informal meeting of the Finance & General Purposes Committee held prior to commencement of this Town Council Meeting, held to discuss the Capital Projects Cashflow and Borrowing Requirements as reiterated here:

CAPITAL PROJECTS CASHFLOW AND BORROWING REQUIREMENTS

The Committee receive and considered the documents providing information relating to capital project funding and borrowing requirements.

UNANIMOUSLY RECOMMENDED to Town Council the recommendations of the Responsible Financial Office and Town Clerk that after the review of capital receipt, reserves and cashflow for planned projects, it was prudent for Councillors to approve the borrowing of a fixed repayment annuity loan in the region of £1.5m over a 25-year period.

RESOLVED an informal meeting be held 6:30pm prior to the Town Council on 1st April 2019 to discuss the borrowing papers prior to the Town Council meeting.

6 PLANNING COMMITTEE

To receive and adopt the minutes of the meetings of the Planning committee held on

- a) 28th January 2019
- b) 11th and 25th February 2019
- c) 11th March 2019
(copies previously circulated and attached)
- d) 25th March 2019 (copy distributed under separate cover).

7 PERSONNEL COMMITTEE

To receive and adopt the minutes of the meetings of the Personnel Committee held on 4th February 2019 (copies previously circulated and attached).

8 OPEN SPACES & LEISURE COMMITTEE

To receive and note that the Open Spaces and Leisure Committee meeting due to have been held on 18th February 2019 was cancelled.

9 MAYOR'S ENGAGEMENTS

To receive and note

- a) the functions attended by the Mayor or her representative from May 2018 until April 2019.
- b) the forthcoming Civic Events being organised by the Mayor during 2018/2019 (copies attached).

10 PRESS RELEASE

To consider any agenda item, which would be appropriate for a press release.

**Minutes of the Sevenoaks Town Council Meeting
Held on 21st January 2019
At the Town Council Chamber**

Meeting Started: 8:08p.m.

Meeting Concluded: 8:20 p.m.

Cllr R M C Hogarth, Mayor	Present	Cllr N J L Busvine OBE, Deputy Mayor	Present
Cllr S L Arnold	Apologies	Cllr E Parson	Apologies
Cllr R J Parry	Apologies	Cllr R L Piper	Present
Cllr J M Canet	Present	Cllr S G Raikes	Present
Cllr M A Chakowa	Absent	Cllr O Schneider	Absent
Cllr A S Clayton	Present	Cllr P E Towel	Apologies
Cllr A Eyre	Present	Cllr E T Waite	Present
Cllr Mrs R E Parry	Apologies	Cllr Mrs P C Walshe	Present

(09)

Public Question Time There were members of the public present.

415. APOLOGIES FOR ABSENCE

RESOLVED: to receive and note apologies received from Cllr Arnold, Cllr R J Parry, Cllr Mrs R E Parry, Cllr E Parson and Cllr Towell.

416. REQUESTS FOR DISPENSATIONS

There were no requests for dispensations.

417. DECLARATION OF INTERESTS

There were no Declaration of Interests

418. MINUTES OF THE TOWN COUNCIL MEETING HELD ON 10TH DECEMBER 2018

RESOLVED: To accept and sign the Minutes as a true record of the meeting.

419. PLANNING COMMITTEE

Councillors received and considered the Minutes of the Planning Committee held on 17th December 2018 and 14th January 2019.

RESOLVED: To accept and sign the Minutes as a true record of the meetings.

420. COMMUNITY INFRASTRUCTURE COMMITTEE [CIC] MEETING HELD 7TH JANUARY

2019 Councillors received and considered the Minutes of the CIC Committee held on 7th January 2019.

RESOLVED: To accept and sign the Minutes as a true record of the meetings.

421. PRECEPT

The recommendation had unanimously been agreed at the previous meeting of the Finance and General Purposes Committee held 21st January 21019.

RESOLVED that:

The Town Council set a Precept for the Financial year 2019/2020 of £1,141,385 (£1,088,593 in 2018/19). This results in a 3.03% increase in the Town Council's portion of the Council Tax and the contribution from an average Band D property of £118.43 (£114.95 in 2018/19), an increase of £3.48 or 7p per week.

422. MEETING SCHEDULE 2019/2020

The Councillors received and noted the schedule of meetings for the 2019/2020 year. It was noted that the Youth Council and Youth Services Sub Committee meetings would be held on Wednesday 22nd May 2019 instead of 8th May 2019. Revised Schedule of Meetings attached as APPENDIX 1

423. MAYOR'S ENGAGEMENTS

Councillors received and noted the

- a) functions attended by the Mayor or his representatives from May 2018 to current date.
- b) forthcoming Civic Events being organised by the Mayor during 2018/2019.

The Mayor asked for support at his following fundraising events:

- 2019 01 25 – Staff Mayoral Lunch and invited all to join in the event taking place at the Bat & Ball Station between 12 and 2pm
- 2019 02 02 – Fire Walk and urged Councillors to take part or sponsor those who were.

The Mayor informed the Town Council that a hand made slipper was presented to the Town Council following the recent Art Project sponsored by Sevenoaks Visual Arts forum at Sevenoaks Kaleidoscope Gallery.

424. PRESS RELEASE

It was agreed to issue a Press Release relating to the Precept.

There being no further business the Mayor closed the Meeting at 8:20pm.

Signed

Mayor of Sevenoaks

Dated

Sevenoaks Town Council
Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE held
at the Town Council Offices, Bradbourne Vale Road, Sevenoaks
on Monday 4th March 2019

Meeting Commenced: 7.01 pm

Meeting Concluded: 9:03 pm

Cllr S G Raikes, Chairman	Present	Cllr R J Parry	Present
Cllr N J L Busvine OBE	Present	Cllr A Eyre, Vice Chairman	Present
Cllr J M Canet	Present	Cllr E Parson	Present
Cllr M A Chakowa	Absent	Cllr R L Piper	Present
Cllr A S Clayton	Present	Cllr P E Towell	Apologies
Cllr R M C Hogarth	Apologies	Cllr Mrs P C Walshe	Present [arrived 7:16pm left 8:37pm]

(9)

Also in attendance:

Linda Larter MBE, Town Clerk

Christine Franklin, Responsible Finance Officer

Michèle MacDonald, Committee Clerk

Public Question Time

1 member of the public was present to discuss Grant Code No 34.

467 APOLOGIES FOR ABSENCE

RESOLVED: to receive and note the apologies received from Cllr R M C Hogarth and Cllrs P E Towell.

468 DECLARATIONS OF INTEREST

No declarations of interest were received. However, it was noted under Agenda Item No 7/Minute No 473 Grant Applications that:

- Cllr Mrs Walshe had already logged an interest in Friends of Rheinbach/Grant Code 09
- Cllrs Canet, Clayton, Piper and Mrs Walshe had logged an interest in the Sevenoaks Society/Grant Code 34.

These Councillors did not partake in the above grant discussions.

469 REQUESTS FOR DISPENSATIONS

There had been no requests for dispensations.

470 MINUTES OF THE MEETING HELD ON 21ST JANUARY 2019

RESOLVED: to receive, adopt and sign the Minutes as a true record of the meeting.

471 SUB COMMITTEES**RESOLVED:** to receive and unanimously

- a) note the published minutes of the Youth Council meeting held 30th January 2019. Cllr Parson was thanked for collecting the Youth Council's Award of "Sevenoaks Youth Council Highly Commended Youth Group of the Year" presented by Sevenoaks District Council "Make it Happen".
- b) adopt the minutes of the Youth Services Sub Committee meeting held on 30th January 2019.

472 FINANCE REPORTS**RESOLVED:** It was unanimously agreed to accept the following reports: -a) Management Accounts for the periods:

- i. 1st to 31st December 2018 - £103,437 (net income).

The Town Clerk advised that

- CIL money of £1.2M is awaited from the Sevenoaks District Council
- HLF fund payments are expected and are requested every two months, resulting in the Town Council having paid contractors payments in the interim.
- ii. 1st to 31st January 2019 - £75,411(net income).

The following comments were noted:

- Congratulations conveyed by the Committee to the Finance Team in addressing matters to bring accounts up to date.
- the HOUSE in the Basement is fully staffed with a new Chess Club starting on 13th March 2019 run by a Youth Councillor.
- Markets:
 - the two markets on Saturdays remain profitable
 - the Wednesday market is unprofitable with lack of stalls and footfall. A formal response from the Sevenoaks District Council regarding the relocation request of the Wednesday market is awaited
 - the Friday market is on hold pending the outcome of the fact that the new marques provided by the landlords for the Saturday market in Bligh's blew over causing substantial damage. They will no longer be used by the Town Council until fit for purpose.

Officers were asked to provide information as follows:

- i. to recirculate the Open Spaces & Leisure Committee Financial report prepared for meeting held on 18th February 2019 which was inquorate, and which included financial notes relating to code 5310 Miscellaneous
- ii. to review cemetery income for January 2019 as it appeared too low, although noted that Sales Ledger staff position was currently vacant
- iii. to prepare and present a report relating to Wayleaves to a future meeting.
- iv. To review the revenue reserves

b) Supplier's Accounts for the periods:

- i. 1st to 31st December 2018 - £431,873.66
- ii. 1st to 31st January 2019 - £121,514.46

- c) Payroll Account for the periods:
- 1st to 31st December 2018 - £63,284.50
 - 1st to 31st January 2019 - £64,989.03
- d) Petty Cash Account for the periods:
- 1st to 31st December 2018 - £811.36
 - 1st to 31st January 2019 - £630.71
- e) Auditors
- RESOLVED:** The Committee formally:
- reappointed the KCC Internal audit for the financial years 2019/2020
 - agreed the proposed fees of £480 per visit
 - agrees the scope of the internal audit for 2019/2020.
- f) Hospitality and Gifts Register
- To receive and note that no Hospitality Gifts were received for the period 1st to 31st January 2019.

473 GRANTS

The Grant Aid requests and the Grant Aid Balance were received, considered and noted

- a) **RESOLVED:** Grant Requests be awarded under the General Power of Competence [Localism Act 2011 Sections 1-8 refers] as follows

Grant Ref No	Organisation Name & Charity Reg No If Applicable	Purpose Of award	2018/2019 Grant Application £	Grant Approved
02	Sevenoaks Volunteer Transport Group – Charity 276663	To build a website - £500	£500	£500
03	Sevenoaks Literary Festival	Hire a speaker for free event for local primary schools	£350	£350
05	Friends of Pontoise	To expand varied links between the two towns/ promote understandings French/English Life and culture	<i>Also receives Free bookings of the Council Chamber totalling £445.83 [to 21.01.2019]</i> £300	£250
06	Sevenoaks Three Arts Festival	Hiring of pianos and performing space for competitive classes and prize winners concert.	£600	£600
09	Friends of Rheinbach	Promotional material re twinning between the two	£250	£250

Grant Ref No	Organisation Name & Charity Reg No If Applicable	Purpose Of award	2018/2019 Grant Application £	Grant Approved
		towns and publicity towards their events.		
13	Sevenoaks Art Club	Towards the £300 cost of 5000 glossy flyers-/brochures.	£200	£200
17	West Kent Mediation	Training for volunteers and costs for publicity and room hire.	£750	£750
23	Kent Youth Jazz Orchestra [KYJO]	Towards £750 cost of Annual Youth Jazz workshop on 25.06.2019 at a local school. Free to musicians to participate in the workshop.	£500	£500
34	Sevenoaks Society	Towards the cost of a major exhibition 19.6.19 to 6.7.19. and Towards publication costs of an accompanying book	£250 £500	£750
			TOTAL	£4,150

It was agreed that terms and conditions of the grant be outlined to the above organisations including concerns of Grant Aid Requests for areas outside the remit of Sevenoaks Town Council and its wards.

b) **RESOLVED** the Grant reports be received and noted.

474 CAPITAL PROJECTS CASHFLOW AND BORROWING REQUIREMENTS

The Committee receive and considered the documents providing information relating to capital project funding and borrowing requirements.

UNANIMOUSLY RECOMMENDED to Town Council the recommendations of the Responsible Financial Office and Town Clerk that after the review of capital receipt, reserves and cashflow for planned projects, it was prudent for Councillors to approve the borrowing of a fixed repayment annuity loan in the region of £1.5m over a 25-year period.

RESOLVED an informal meeting be held 6:30pm prior to the Town Council on 1st April 2019 to discuss the borrowing papers prior to the Town Council meeting.

475 COMMUNITY INVESTMENT PLAN

RESOLVED: to unanimously receive and adopt the Community Investment Plan as per attached *APPENDIX A*.

476 ROAD SIGNS

RESOLVED: to receive and note the report.

477 ENVIRONMENTAL POLICY

RESOLVED: to receive and adopt the attached Environmental Policy subject to highlighting of electric car and related infrastructure provision as per attached *APPENDIX B*.

478 CURRENT MATTERS AND PRIORITIES

RESOLVED: to receive and note the report relating to updates of current matters and priorities as distributed with the agenda.

479 PRESS RELEASE

RESOLVED: that a press release be issued regarding the Grants awarded the new Community Investment Plan and the Plastic Free Sevenoaks.

There being no further business the Chairman closed the meeting at 9:06 pm.

Signed
Chairman

Dated

TC
1-4-2019
6 a)

Minutes of the PLANNING COMMITTEE meeting held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, on Monday 28th January 2019 at 7.00pm.

Present:

Committee Members

Cllr Arnold	Apologies	Cllr Parry	Apologies
Cllr Busvine OBE	Present	Cllr Parson	Present
Cllr Canet	Present	Cllr Piper - Chairman	Present
Cllr Chakowa	Apologies	Cllr Raikes	Present
Cllr Clayton	Present	Cllr Schneider	Present (Left 8.13pm)
Cllr Eyre – Vice Chairman	Present	Cllr Towell	Present (Arrived 7.07pm)
Cllr Hogarth	Apologies	Cllr Waite	Apologies
Cllr Mrs Parry	Apologies	Cllr Walshe	Present

Also in attendance:

Deputy Town Clerk

Planning Assistant

3 Members of the Public

PUBLIC QUESTION TIME

None

425 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

426 DECLARATIONS OF INTEREST

None.

427 MINUTES

The Committee received the minutes of the Planning Committee meeting held on 14th January 2019, previously approved at Council.

RESOLVED: That the minutes be received and signed.

428 PLANNING APPEALS

The Committee received and noted the following appeal decisions:

- i. APP/G2245/W/18/3211841: 18/01835/FUL – Fallowfield, 2 Letter Box Lane (APPEAL DISMISSED)
- ii. APP/G2245/W/18/3212115: 18/01242/FUL – Land West of 3 Julian's Way (APPEAL DISMISSED)

Informative: Sevenoaks Town Council was pleased to note that the guidance set out in the Residential Character Area Assessment SPD had been adhered to in the consideration of both the above appeals.

429 DISCOVER GATWICK INVITATION

a) The Committee received and noted a further invitation from Community Engagement at Gatwick Airport to attend a “behind the scenes” event, on one of the following dates:

- Tuesday 19th March 2019
- Tuesday 30th April 2019

b) Councillors Raikes and Mrs Walshe expressed an interest in attending (TBC).

430 SOUTH EAST WATER: PROPOSED NEW WATER MAIN IN SEVENOAKS

The Committee received a verbal update from the Deputy Town Clerk and Councillor Clayton, who both attended the Stakeholder Meeting held on 18th January 2019.

RESOLVED: That the note emailed to delegates by South East Water following the Stakeholder Meeting would be circulated to Councillors.

431 ZEBRA CROSSING ON DARTFORD ROAD

At the request of Councillor Raikes, the Committee considered the issue of poor visibility at the uncontrolled Zebra Crossing at the junction of Dartford Road with Bradbourne Road/Barrack Place and concerns over pedestrian safety.

Councillor Raikes reported that the matter had been raised with Kent Highways, who had asked their Street Lighting Engineer to visit the site to determine whether steps could be taken to improve visibility, and that further information would be received in due course.

It was RESOLVED unanimously that Sevenoaks Town Council would write to Kent Highways expressing its concerns and requesting improved visibility at the crossing, preferably by lighting.

432 COMMUNITY PLAN PRIORITIES 2019-2023: PUBLIC CONSULTATION

a) The Committee received and noted the Press Release from Sevenoaks District Council inviting the public to comment.

b) The Committee received and considered the Public Consultation Draft.

c) The Committee noted the deadline for comments (1st March 2019).

RESOLVED: That Sevenoaks Town Council would respond to the Consultation, broadly supporting the aspirations of the plan, while expressing some concerns as to priorities and deliverability in the absence of clearly defined objectives or it being clear which organisation is responsible for delivery.

Informative: Councillor Raikes abstained from voting.

433 LOCAL PLAN: PROPOSED SUBMISSION VERSION CONSULTATION (DECEMBER 2018) AND ADDITIONAL CONSULTATIONS

- a) The Committee received and noted the Regulation 19 Consultation Representation Form supplied by Sevenoaks District Council.
- b) [401] The Committee considered Sevenoaks Town Council's response to the Proposed Submission Version Consultation.

It was RESOLVED that:

- Sevenoaks Town Council would respond positively to the Regulation 19 Consultation.
- Sevenoaks Town Council would request to participate in the oral part of the Examination to highlight concerns regarding infrastructure delivery/funding and appropriate housing mix.

434 PLANNING APPLICATIONS

- a) The Committee received and noted planning applications considered under Chairman's Action, submitted to Sevenoaks District Council.
- b) The Committee considered planning applications received during the two weeks ending 22nd January 2019. **It was RESOLVED that** the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

435 PRESS RELEASES

None.

Finished: 8:30pm

Signed
Chairman

Dated

Planning Applications Considered

Applications considered on 28-1-19

1	Plan Number 18/02751/LBCALT	Planning officer Mr M Mirams 30-01-2019	Town Councillor Cllr Schneider	Agent Mr R Sonnex 455066
Applicant		House Name	Road	Locality
RHF Developments Ltd			48 High Street	Town
Town		County	Post Code	Application date
				17/01/19

Remedial works to defective structure.

18/02751/LBCALT - Amended plan

Amended description of the proposal to be more precise about the works being undertaken at the building and amended structural engineer's report.

Amended proposal description:

Structural repairs to roof carpentry and timber frame, temporary removal of 2nd floor floorboards, and replacement of roof membrane.

Sevenoaks Town Council recommended approval.

2	Plan Number 18/03348/LDCEX	Planning officer Holly Pockett 04-02-2019	Town Councillor Cllr Canet	Agent N/A
Applicant		House Name	Road	Locality
Mrs A Newland			38 Oakdene Road	Northern
Town		County	Post Code	Application date
				15/01/19

Extension of vehicular access.

Sevenoaks Town Council recommended approval.

3	Plan Number 18/03545/HOUSE	Planning officer Alexis Stanyer 11-02-2019	Town Councillor Cllr Busvine	Agent Mr D Kenvin 350237
Applicant		House Name	Road	Locality
Mr C Fautley			6 Oakfields	Town
Town		County	Post Code	Application date
				22/01/19

Removal of garage, proposed two storey extension, alterations to roof to develop the first floor to provide additional accommodation, alterations to layouts & elevations.

18/03545/HOUSE - Amended plan

Amended plans to reduce height of western side of property and incorporate amendments to driveway and the proposal description.

Amended proposal description:

Removal of garage, proposed two storey extension, alterations to roof to develop the first floor to provide additional accommodation, alterations to layouts & elevations. Alterations to the driveway.

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 28-1-19

4	Plan Number	Planning officer	Town Councillor	Agent
	18/03618/FUL	Mr M Mirams 05-02-2019	Cllr Parson	Mr Davies 02086 593250
Applicant		House Name	Road	Locality
The Sevenoaks Almshouse Ch		Flats 1-8 And 17-24, Sevenoak	High Street	Town
Town		County	Post Code	Application date
				16/01/19
Replacement of external front doors to rear elevations of North and South Blocks.				

Sevenoaks Town Council recommended approval.

5	Plan Number	Planning officer	Town Councillor	Agent
	18/03619/LBCALT	Mr M Mirams 05-02-2019	Cllr Parson	Mr Davies 02086 593250
Applicant		House Name	Road	Locality
The Sevenoaks Almshouse Ch		Flats 1-8 And 17-24, Sevenoak	High Street	Town
Town		County	Post Code	Application date
				16/01/19
Replacement of external front doors to rear elevations of North and South Blocks.				

Sevenoaks Town Council recommended approval.

6	Plan Number	Planning officer	Town Councillor	Agent
	18/03813/HOUSE	Alexis Stanyer 06-02-2019	Cllr Eyre	N/A
Applicant		House Name	Road	Locality
Mr R Green		Highcroft	79 Kippington Road	Kippington
Town		County	Post Code	Application date
				18/01/19
Proposed new entrance piers, gates and walls to existing entrance.				

Sevenoaks Town Council recommended approval.

7	Plan Number	Planning officer	Town Councillor	Agent
	18/03840/ADV	Sean Mitchell 05-02-2019	Cllr Mrs Parry	Mr Roche 02920 226501
Applicant		House Name	Road	Locality
Mr M Neasham		Unit B	2 Cramptons Road	Northern
Town		County	Post Code	Application date
				16/01/19
29 fascia signs and a poster sign.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 28-1-19

8	Plan Number 18/03855/HOUSE	Planning officer Alexis Stanyer 30-01-2019	Town Councillor Cllr Canet	Agent Ms Khan 07882 112427
Applicant Mr F Tamarit		House Name	Road 15 Lambarde Road	Locality Northern
Town		County	Post Code	Application date 10/01/19
Ground floor extension to the rear, demolition of the existing pitched roof of kitchen and first floor side extension. Proposal also includes new window in bedroom 3.				

Sevenoaks Town Council recommended approval.

9	Plan Number 18/03905/HOUSE	Planning officer Holly Pockett 04-02-2019	Town Councillor Cllr Mrs Walshe	Agent Mr Godfree 01730 82690
Applicant Mr L Nelson		House Name	Road 6 Cobden Road	Locality Eastern
Town		County	Post Code	Application date 16/01/19
Erect a greenhouse.				

Sevenoaks Town Council recommended approval.

10	Plan Number 18/03934/HOUSE	Planning officer Holly Pockett 31-01-2019	Town Councillor Cllr Schneider	Agent Mr Davis 07971 398989
Applicant Mr & Mrs Turner		House Name	Road 39 Argyle Road	Locality Town
Town		County	Post Code	Application date 14/01/19
Proposed rear single storey extension with roof lantern light.				

Sevenoaks Town Council recommended approval.

11	Plan Number 18/03942/HOUSE	Planning officer Holly Pockett 29-01-2019	Town Councillor Cllr Piper	Agent Mr D Dennis 240140
Applicant Mr & Mrs Reid		House Name	Road 7 Braeside Close	Locality Kippington
Town		County	Post Code	Application date 09/01/19
Demolition of existing front porch and part of the rear extension. Erection of single storey rear extension with skylight and a new open front porch. Loft conversion with skylights. Alterations to fenestration and enlarging of existing front driveway. Associated landscaping works.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 28-1-19

12	Plan Number 19/00032/HOUSE	Planning officer Alexis Stanyer 07-02-2019	Town Councillor Cllr Waite	Agent Mr Hewitson 02083 00666
Applicant Mr & Mrs Ellis		House Name	Road 119 Hillingdon Avenue	Locality Eastern
Town		County	Post Code	Application date 18/01/19
Replacement of rear conservatory.				

Sevenoaks Town Council recommended approval.

Informative: Councillor Canet abstained from voting on this application.

13	Plan Number 19/00034/FUL	Planning officer Mr M Mirams 06-02-2019	Town Councillor Cllr Parson	Agent Mr Anthony 01227 78444
Applicant Holdfirst Ltd		House Name 3 Webbs Court	Road Buckhurst Lane	Locality Town
Town		County	Post Code	Application date 17/01/19
Change of use of Business Premises (B1) to Residential (C3) and first floor extension to accommodate 1no. Flat.				

Sevenoaks Town Council recommended approval.

14	Plan Number 19/00043/HOUSE	Planning officer Alexis Stanyer 30-01-2019	Town Councillor Cllr Waite	Agent Offset Arch. 753333
Applicant Mr & Mrs Harvey		House Name	Road 21 Serpentine Road	Locality Eastern
Town		County	Post Code	Application date 11/01/19
Modifications to roof structure to facilitate loft conversion with a front curved dormer window, hipped rear dormer window and skylights. Alterations to fenestration.				

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that there is limited loss of amenity to neighbouring properties and that it will not be visually detrimental to the character of the area.

Planning Applications Considered

Applications considered on 28-1-19

15	Plan Number	Planning officer	Town Councillor	Agent
	19/00055/HOUSE	Alexis Stanyer 04-02-2019	Cllr Clayton	Mr M Bush 740778
Applicant		House Name	Road	Locality
Mr J Bown			119 Wickenden Road	Eastern
Town		County	Post Code	Application date
				15/01/19
Single storey rear extension with skylight. Modifications to roof structure to facilitate loft conversion with skylights and a dormer window. Alterations to fenestration and modifications to entrance porch. New vehicular access.				

Sevenoaks Town Council recommended approval, provided that:

-The Planning Officer is satisfied that there is no loss of privacy to the rear garden of No. 117.

-The Highway Authority is satisfied that parking requiring vehicles to reverse into Wickenden Road at this point is safe.

16	Plan Number	Planning officer	Town Councillor	Agent
	19/00063/HOUSE	Alexis Stanyer 31-01-2019	Cllr Clayton	Mr Goodey 07725 607040
Applicant		House Name	Road	Locality
Ms L Fletcher			63 Bethel Road	Eastern
Town		County	Post Code	Application date
				14/01/19
Single storey side extension with skylights. Alterations to fenestration.				

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that there is no loss of amenity to the neighbour at 64 Bethel Road.

17	Plan Number	Planning officer	Town Councillor	Agent
	19/00086/HOUSE	Emma Gore (Date TBC)	Cllr Parson	Mr Simmons 07760 4951
Applicant		House Name	Road	Locality
Mr & Mrs Plowman		Belmont	The Vine	Town
Town		County	Post Code	Application date
				22/01/19
Demolition of existing garage structure and metal framed glazed car port to side and rear of property, erection of Garden Room attached partially to house.				

Sevenoaks Town Council recommended approval, subject to:

-The Conservation Officer being satisfied that suitable materials are to be used.

-The Planning Officer being satisfied that there will be no loss of amenity to future residents of Ragstones.

-The planting and continued maintenance of the shrubbery.

Planning Applications Considered

Applications considered on 28-1-19

18	Plan Number	Planning officer	Town Councillor	Agent
	19/00086/HOUSE	Emma Gore (Date TBC)	Cllr Parson	Mr Simmons 07760 4951
Applicant		House Name	Road	Locality
Mr & Mrs Plowman		Belmont	The Vine	Town
Town		County	Post Code	Application date
				22/01/19
Demolition of existing garage structure and metal framed glazed car port to side and rear of property, erection of Garden Room attached partially to house.				
19/00086/HOUSE - Amended plan				
The proposal has been amended: Removal of the 3M fence on the South elevation boundary				

Sevenoaks Town Council recommended approval, subject to:

- The Conservation Officer being satisfied that suitable materials are to be used.
- The Planning Officer being satisfied that there will be no loss of amenity to future residents of Ragstones.
- The planting and continued maintenance of the shrubbery.

19	Plan Number	Planning officer	Town Councillor	Agent
	KCC/SE/0522/2018	Mrs Lidia Cook 11-02-2019	Cllr Mrs Walshe	N/A
Applicant		House Name	Road	Locality
Mrs S Quirk		St Johns C of E Primary School	Bayham Road	Eastern
Town		County	Post Code	Application date
				14/01/19
Installation of all-weather surface daily mile path around school sports field - 260m x 1.2m wide constructed in porous wetpour rubber surface (colour - black). The path will follow the perimeter boundary fence, will not require the removal of trees or hedging and will not reduce the ample playing area.				

Sevenoaks Town Council recommended approval.

Minutes of the PLANNING COMMITTEE meeting held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, on Monday 11th February 2019 at 7.00pm.

Present:

Committee Members

Cllr Arnold	Present	Cllr Parry	Present
Cllr Busvine OBE	Present	Cllr Parson	Arrived 7:10pm
Cllr Canet	Present	Cllr Piper - Chairman	Present
Cllr Chakowa	Apologies	Cllr Raikes	Present
Cllr Clayton	Apologies	Cllr Schneider	Present
Cllr Eyre – Vice Chairman	Present	Cllr Towell	Apologies
Cllr Hogarth	Present	Cllr Waite	Arrived: 7:25pm
Cllr Mrs Parry	Apologies	Cllr Walshe	Present

Also in attendance:

Deputy Town Clerk
 Planning Assistant

PUBLIC QUESTION TIME

None

451 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

452 DECLARATIONS OF INTEREST

Cllrs Arnold, Hogarth and Raikes declared they had been lobbied on Tanglewood, Parkfield.

453 MINUTES

The Committee received the minutes of the Planning Committee meeting held on 28th January 2019.

RESOLVED: That the minutes be received and signed.

454 DEVELOPMENT CONTROL COMMITTEE

The Committee noted that the following applications were determined by the Development Control Committee on the 7th February 2019:

- i. 18/03462/FUL – Land Rear of 2 Uplands Close, Riverhead (Adjoining Parish Application)
- ii. 18/03097/FUL – Land Rear Of 31 Serpentine Road

455 POTENTIAL SPEEDING SIGN INSTALLATION ON BRADBOURNE VALE ROAD AND OTHER ROADS

The Committee noted that a meeting had taken place prior to the Planning Committee meeting with Kent County Councillor Margaret Crabtree to discuss proposals for a mobile Speed Information Device (SID).

The proposal was for the purchase of a mobile SID which would be moved between 3 different sites, remaining at each for a 2mo period.

RESOLVED:

- (a) That the Town Council was receptive to the idea, subject to:
- Funding
 - Specification of the device being obtained and details of likely impact
 - Maintenance obligations being reviewed, including the need for the Open Spaces Team to install columns and relocate the device bi-monthly
 - Consents being clarified for the installation on a public highway.
- (b) That Ward members are invited to submit suggestions for locations within their ward (max 2) to the Deputy Town Clerk / Planning Administrator to consolidate and bring back to the Planning Committee meeting on the 8th April 2019 for debate.

Deadline for suggestions to be forwarded: 29th March 2019

456 ZEBRA CROSSING ON DARTFORD ROAD

An update on discussions with Kent County Council officers on the Dartford Road Zebra Crossing was received and discussed.

It was noted that the topic of A-boards in the Hollybush area had been raised by KCC, and members were conscious of the need to balance highway safety with maintaining the economic vibrancy of the area. It was further noted that discussions should remain focused on the actual issue identified i.e. lack of adequate lighting to the Zebra crossing and the potential risk to pedestrians.

It was requested that the Officers obtain information on how accident data was collected and collated by KCC, and the correct procedure to ensure accidents are logged as individual Town Councillors had raised concerns about accidents not being reflected in KCC's data.

457 PLANNING APPLICATIONS

- a) The Committee received and noted planning applications considered under Chairman's Action, submitted to Sevenoaks District Council.
- b) The Committee considered planning applications received during the two weeks ending 5th February 2019. **It was RESOLVED that** the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

458 PRESS RELEASES
None.

Finished: 8:10pm

Signed
Chairman

Dated

Planning Applications Considered

Applications considered on 11-2-19

1	Plan Number 18/03684/HOUSE	Planning officer Emma Gore 22-02-2019	Town Councillor Cllr Waite	Agent Sevenoaks Plans 240140
	Applicant Mr & Mrs Huppach	House Name	Road 41 Hillingdon Rise	Locality Eastern
	Town	County	Post Code	Application date 04/02/19
First floor rear and side extension, proposed new rear dormer in the loft; proposed new roof at side. Alterations to fenestration rooflights and solar panels. New internal layout at ground floor. 18/03684/HOUSE - Amended plan Alterations to the proposed roof, rear dormer and extensions.				

Sevenoaks Town Council recommended refusal unless the planning officer is satisfied that there will be no:

- overlooking of neighbouring properties to the side and rear, especially due to the inclusion of a Juliette balcony
- overshadowing to neighbouring properties to the side

2	Plan Number 18/03801/FUL	Planning officer Sean Mitchell 21-02-2019	Town Councillor Cllr Schneider	Agent Dr Wickham 456888
	Applicant Holland/Portsmouth/Hoad	House Name	Road 9 Pembroke Road	Locality Town
	Town	County	Post Code	Application date 01/02/19
Demolition of existing building, erection of mixed use scheme 9 flats and office. Widening hardstanding.				

Sevenoaks Town Council recommended refusal on the following grounds:

- Over development of the site
- The poor quality design is out of keeping with the character of the local area and will adversely impact the street scene.

//Informative: Concerns were also expressed with regards to the lack of electric vehicle charging points, and the potential highway safety impact on the Blighs entrance//

Planning Applications Considered

Applications considered on 11-2-19

3	Plan Number	Planning officer	Town Councillor	Agent
	18/03836/FUL	Alexis Stanyer 18-02-2019	Cllr Piper (Chairman OOW)	Mrs Richardson 01892 50 0000
	Applicant	House Name	Road	Locality
	Mr & Mrs Bakumawicz	Tanglewood	Parkfield	Wildernessee
	Town	County	Post Code	Application date
				29/01/19

Modifications to roof structure to facilitate two storey side and rear extension including loft conversion with skylights. Conversion of garage into habitable space. Alterations to fenestration. Associated landscaping works.

Amended Plan (Information Only) received from SDC 04-01-2019:

Following the assessment of the documentation, it was concluded that the proposed development should be progressed under householder procedure instead of FUL application, thus the suffix of the application was altered from FUL to HOUSE.

18/03836/HOUSE - Amended plan

Amended Application Form, Planning Statement and Statement of Community Involvement received on 21-01-2019.

The suffix has been changed back from HOUSE to FUL.

The proposal description has been amended to:

Remodelling of existing dwelling, raising of roof height and erection of two storey side and rear extension.

Sevenoaks Town Council recommended refusal as the proposal fails to preserve or enhance the Conservation Area and is out of keeping with the last adopted Wildernessee Design Statement. //Informative: Due to the important questions this application raises on contemporary architecture within conservation areas the Town Council requests that this application is determined by the Development Control Committee to ensure the matter is debated in a public democratic environment.//

4	Plan Number	Planning officer	Town Councillor	Agent
	18/03853/HOUSE	Emma Gore 15-02-2019	Cllr Eyre	Mr Jenner 01892 852424
	Applicant	House Name	Road	Locality
	Mr & Mrs Pettett	Solefields Lodge North	Solefields Road	Kippington
	Town	County	Post Code	Application date
				28/01/19

Single storey rear extension and new detached cart lodge style garage. New front porch and verandah.

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 11-2-19

5	Plan Number	Planning officer	Town Councillor	Agent
	18/03953/HOUSE	Rebecca Fellows 22-02-2019	Cllr Piper	Mrs Austin 07866 962268
Applicant		House Name	Road	Locality
Mr & Mrs Sharma			7 Brattle Wood	Kippington
Town		County	Post Code	Application date
				04/02/19
Demolition and erection of new detached dwelling with integral garage and reconfiguration of rear garden in stepped terraces.				

Sevenoaks Town Council recommended approval.

6	Plan Number	Planning officer	Town Councillor	Agent
	19/00011/HOUSE	Holly Pockett 14-02-2019	Cllr Eyre	Mrs Austin 07866 962268
Applicant		House Name	Road	Locality
Mr & Mrs Gada			46 Brattle Wood	Kippington
Town		County	Post Code	Application date
				29/01/19
Demolition of existing porch. New porch with bedroom extension above. Bedroom extension above existing garage. Rear bedroom extension. Rear deck extension. Alterations to fenestration.				

Sevenoaks Town Council recommended refusal unless the Planning Officer is satisfied there will be no overlooking of no.44 as a result of the inclusion of a Juliette balcony.

7	Plan Number	Planning officer	Town Councillor	Agent
	19/00086/HOUSE	Emma Gore 15-02-2019	Cllr Parson	Mr Simmons 07760 4951
Applicant		House Name	Road	Locality
Mr & Mrs Plowman		Belmont	The Vine	Town
Town		County	Post Code	Application date
				28/01/19
Demolition of existing garage structure and metal framed glazed car port to side and rear of property, erection of Garden Room attached partially to house.				
19/00086/HOUSE - Amended plan				
The proposal has been amended: Removal of the 3M fence on the South elevation boundary.				
19/00086/HOUSE - Amended plan				
Revisions to the garden room to reduce footprint and height.				

Sevenoaks Town Council recommended approval, subject to:

- The Conservation Officer being satisfied that suitable materials are to be used.**
- The Planning Officer being satisfied that there will be no loss of amenity to future residents of Ragstones.**
- The planting and continued maintenance of the shrubbery.**

Planning Applications Considered

Applications considered on 11-2-19

8	Plan Number	Planning officer	Town Councillor	Agent
	19/00121/HOUSE	Emma Gore 21-02-2019	Cllr Eyre	N/A
Applicant		House Name	Road	Locality
Mr R Donald			13 White Hart Wood	Kippington
Town		County	Post Code	Application date
				01/02/19
Demolition of existing outbuilding. Erection of a single storey rear extension with rooflights and rear first floor gable extension. Replacement of roof on existing single storey rear extension to side and rear. Alterations to fenestration consisting of timber cladding to new extension, introduction of sliding doors (east elevation) and alterations to existing windows (north elevations).				

Sevenoaks Town Council recommended approval.

9	Plan Number	Planning officer	Town Councillor	Agent
	19/00122/FUL	Mr M Mirams 25-02-2019	Cllr Piper (Chairman OOW)	Mr O'Brien 01482 815310
Applicant		House Name	Road	Locality
Sevenoaks Town Council		Sevenoaks Day Nursery	Otford Road	Northern
Town		County	Post Code	Application date
				05/02/19
Installation of new modular nursery building.				

Sevenoaks Town Council declined to comment as the freehold owner of the site.

10	Plan Number	Planning officer	Town Councillor	Agent
	19/00158/HOUSE	Alexis Stanyer 20-02-2019	Cllr Waite	Mr Trifiletti 01892 537124
Applicant		House Name	Road	Locality
Mr Lowrie			2A Hillside Road	Eastern
Town		County	Post Code	Application date
				01/02/19
Conversion of existing garage/utility into habitable space with roof extension. Alterations to fenestration, decking and ballustrade.				

Sevenoaks Town Council recommended approval subject to the Planning Officer being satisfied there will be no loss of amenity to properties on Seal Hollow Road.

Minutes of the PLANNING COMMITTEE meeting held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, on Monday 25th February 2019 at 7.00pm.

Present:

Committee Members

Cllr Arnold	Apologies	Cllr Parry	Present
Cllr Busvine OBE	Apologies	Cllr Parson	Left: 8:15pm
Cllr Canet	Present	Cllr Piper - Chairman	Present
Cllr Chakowa	Apologies	Cllr Raikes	Present
Cllr Clayton	Present	Cllr Schneider	Apologies
Cllr Eyre – Vice Chairman	Present	Cllr Towell	Present
Cllr Hogarth	Present	Cllr Waite	Arrived: 7:40pm
Cllr Mrs Parry	Present	Cllr Walshe	Present

Also in attendance:

Deputy Town Clerk

PUBLIC QUESTION TIME

None

461 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

462 DECLARATIONS OF INTEREST

It was noted that all Councillors present knew the applicant of 5 Carlton Parade, St Johns Hill.

463 MINUTES

The Committee received the minutes of the Planning Committee meeting held on 11th February 2019

RESOLVED: That the minutes be received and signed.

464 APPEALS

The Committee received and noted that the following appeal had been launched:

- i) 18/00175/FUL – 24 Wildernesse Mount

465 PLANNING APPLICATIONS

- a) The Committee received and noted planning applications considered under Chairman's Action, submitted to Sevenoaks District Council.
- b) The Committee considered planning applications received during the two weeks ending 15th February 2019. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

466 PRESS RELEASES
None.

Finished: 8:36pm

Signed
Chairman

Dated

Planning Applications Considered

Applications considered on 25-2-19

1	Plan Number	Planning officer	Town Councillor	Agent
	18/03545/HOUSE	Alexis Stanyer 11-02-2019	Parson	Mr D Kenvin 350237
Applicant		House Name	Road	Locality
Mr C Fautley			6 Oakfields	Town
Town		County	Post Code	Application date
				15/02/19
Removal of garage, proposed two storey extension, alterations to roof to develop the first floor to provide additional accommodation, alterations to layouts & elevations. 18/03545/HOUSE - Amended plan Amended plans to reduce height of western side of property and incorporate amendments to driveway and the proposal description. Amended proposal description: Removal of garage, proposed two storey extension, alterations to roof to develop the first floor to provide additional accommodation, alterations to layouts & elevations. Alterations to the driveway. 18/03545/HOUSE - Amended plan Updated red line drawing				

Sevenoaks Town Council recommended approval.

2	Plan Number	Planning officer	Town Councillor	Agent
	18/03631/HOUSE	Emma Gore 26-02-2019	Cllr Schneider	Mrs Austin 07866 962268
Applicant		House Name	Road	Locality
Mr & Mrs Alteirac			48 St Botolphs Road	Town
Town		County	Post Code	Application date
				06/02/19
Two storey side and rear extension, alteration to loft area to residence. 18/03631/HOUSE - Amended plan Revised plans, to the rear side and front elevations.				

No comments received from Councillor. Awaiting Chairman's Action.

Planning Applications Considered

Applications considered on 25-2-19

3	Plan Number	Planning officer	Town Councillor	Agent
	18/03946/FUL	Holly Pockett 26-02-2019	Cllr Canet	Mr Farmer 01689 853447
Applicant		House Name	Road	Locality
Mr R Leahy		Capital House	Bradbourne Vale Road	Northern
Town		County	Post Code	Application date
				06/02/19
The construction of a single storey rear extension serving the existing ground and lower ground floor apartments.				

Sevenoaks Town Council recommended refusal due to the proximity to the railway line unless the planning officer is satisfied that the residential amenities of future occupants will not be impacted by this proximity.

4	Plan Number	Planning officer	Town Councillor	Agent
	19/000214/HOUSE	E Gore 05/03/19	Schneider	Open Arch 779580
Applicant		House Name	Road	Locality
Allen			47 St Botolphs Road	Town
Town		County	Post Code	Application date
				13/02/19
Demolition of existing side extension and erection of a basement, side and rear extension and a garage and loft conversion .				

No comments received from Councillor. Awaiting Chairman's Action.

5	Plan Number	Planning officer	Town Councillor	Agent
	19/00089/HOUSE	A Stanyer 05/03/19	Canet	Clayton 01634578340
Applicant		House Name	Road	Locality
Nadarajah			32 Robyns Way	Northern
Town		County	Post Code	Application date
				14/02/19
Conversion and extension to create bungalow into a two storey dwelling - to include raising of the roof height to incorporate a new first floor and two storey side extension, new roof and dormers & alterations to fenestration.				

Sevenoaks Town Council recommended approval subject to the front drive paving being permeable to prevent water run-off.

Planning Applications Considered

Applications considered on 25-2-19

6	Plan Number	Planning officer	Town Councillor	Agent
	19/00116/FUL	Mr M Mirams 26-02-2019	Cllr Parson	Ms Clark 07766 650569
Applicant	House Name	Road	Locality	
QW Development 2 Ltd		95 Dartford Road	Town	
Town	County	Post Code	Application date	
			06/02/19	
Erection of a pair of semi-detached dwellings with parking and gardens and extending drop kerb. Demolition of outbuildings.				

Sevenoaks Town Council recommended approval subject to:
 The conservation officer being satisfied with the proposal, in particular that the setting of the locally listed building is maintained or enhanced.
 That the arboricultural officer is satisfied with the proposals and their potential impact on mature trees.
 That Kent Highways are satisfied that the parking arrangements in proximity to a junction are acceptable. The Town Council suggests a condition requiring that vehicles must exit the site in forwards gear, rather than reversing out.

7	Plan Number	Planning officer	Town Councillor	Agent
	19/00132/FUL	S Mitchell 05/03/19	Mrs Parry	Clague 01227762060
Applicant	House Name	Road	Locality	
Hope Church	The Mill Lane Centre	Mill Lane	Nothorn	
Town	County	Post Code	Application date	
			14/02/19	
Demolition of front and side extensions. Erection of front, side and rear extensions. Alterations include the loss of car parking, improved disabled access and visual appearance.				

Sevenoaks Town Council recommended refusal unless the Planning Officer is satisfied that there will be no loss of amenity to surrounding properties, and that the travel plan is adequate to cope with the demands from a venue with circa seats in the main hall. The Town Council notes that reference is made to the 'Greatness car park' operated by the Town Council, which provides parking for users of the recreation ground. The Town Council wishes to make it clear that it has not discussed the use of the recreation ground car park with the applicant, and that the car park should not form a consideration in any travel plan, nor should the spaces within it be relied upon by users of the centre.

8	Plan Number	Planning officer	Town Councillor	Agent
	19/00148/ADV	a Stanyer 06/03/19	Raikes	N/A
Applicant	House Name	Road	Locality	
Chakowa	5 Carlton Parade	St Johns Hill	St Johns	
Town	County	Post Code	Application date	
			14/02/19	
A new fascia sign to shop front.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 25-2-19

9	Plan Number	Planning officer	Town Councillor	Agent
	19/00172/HOUSE	R Fellows 07/03/19	Eyre	DGA Arch 01743272265
Applicant		House Name	Road	Locality
Stratten			25 The Rise	Kippington
Town		County	Post Code	Application date
				15/02/19
Erection of a single-storey detached garage with log store. Access relocated. Erection of electric gates. Replacement driveway and associated landscaping.				

Sevenoaks Town Council recommended approval subject to the arboricultural officer being satisfied that the specimen Oak tree will be adequately protected, and subject to the retention of the hedging shown on the plans being a condition of consent.

10	Plan Number	Planning officer	Town Councillor	Agent
	19/00202/HOUSE	A Stanyer 05/03/19	Eyre	Open Arch 779580
Applicant		House Name	Road	Locality
Digweed		Cavendish House	Clenches Farm Road	Kippington
Town		County	Post Code	Application date
				13/02/19
Proposed garden room extension at rear of garage.				

Sevenoaks Town Council recommended approval.

11	Plan Number	Planning officer	Town Councillor	Agent
	19/00210/HOUSE	Alexis Stanyer 26-02-2019	Cllr Mrs Walshe	MKA Arch. 850995
Applicant		House Name	Road	Locality
Mr & Mrs O'Donnell			10 Park Lane	Eastern
Town		County	Post Code	Application date
				06/02/19
Single storey side and rear extensions with a roof terrace.				

Sevenoaks Town Council recommended approval subject to the conservation office being satisfied with the materials proposed as the property is locally listed and within a conservation area.

12	Plan Number	Planning officer	Town Councillor	Agent
	19/00218/ADV	R Fellows 05/03/19	Parson	Cobalt 07890972986
Applicant		House Name	Road	Locality
Whistles			4 Brewery Lane	Town
Town		County	Post Code	Application date
				13/02/19
Replace fascia and hanging sign on a like for like basis.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 25-2-19

13	Plan Number	Planning officer	Town Councillor	Agent
	19/00237/HOUSE	Rebecca Fellows 27-02-2019	Cllr Mrs Parry	Mr R Trute 07540 651867
Applicant		House Name	Road	Locality
Mr C Chandler			16 Otford Road	Northern
Town		County	Post Code	Application date
				07/02/19
Demolition of existing outbuilding (store). Erection of single storey rear extension with skylights.				

Sevenoaks Town Council recommended approval.

14	Plan Number	Planning officer	Town Councillor	Agent
	19/00248/FUL	R Fellows 06/03/19	OOW Piper	Glenn Ball
Applicant		House Name	Road	Locality
Sevenoaks Town Council		Former British Red Cross Hall	Bradbourne Vale Road	St Johns
Town		County	Post Code	Application date
				14/02/19
Conversion of a headquarters into a business hub of offices/meeting rooms/facilities for rent/hire to the local business community.				

Sevenoaks Town Council declined to comment as it is the applicant.

15	Plan Number	Planning officer	Town Councillor	Agent
	19/00254/HOUSE	R Fellows 01/03/19	Piper	Cobden 455029
Applicant		House Name	Road	Locality
Golding		Oak Croft	West Heath Lane	Kippington.
Town		County	Post Code	Application date
				11/02/19
Demolition of existing conservatory. Erection of two storey rear extension. Enlargement of existing side dormer.				

Sevenoaks Town Council recommended approval.

16	Plan Number	Planning officer	Town Councillor	Agent
	19/00269/HOUSE	H Pocket 04/03/19	Raikes	Buildpath 02033189283
Applicant		House Name	Road	Locality
Marvel			35 St Georges Road	St Johns
Town		County	Post Code	Application date
				12/02/19
Remodelling of the dwelling by adding a new storey / floor space, alteration to fenstration and all associated works.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 25-2-19

17	Plan Number	Planning officer	Town Councillor	Agent
	19/00270/HOUSE	H Pocket 04/03/19	Waite	Vale Garden Houses 014 305 10003
Applicant		House Name	Road	Locality
Van Velsen			16 Holmesdale Road	Eastern
Town		County	Post Code	Application date
				12/02/19
Erection of orangery side extension				

Sevenoaks Town Council recommended approval subject to the planning officer being satisfied the proposals are in keeping with the existing property.

18	Plan Number	Planning officer	Town Councillor	Agent
	19/00280/FUL	M Mirams 05/03/19	Mrs Parry	PRC 01908305246
Applicant		House Name	Road	Locality
Dallison Ltd		Site of Advanced Films Ltd	The Moor Road	Northern
Town		County	Post Code	Application date
				13/02/19
Erection of new gate to private road.				

Sevenoaks Town Council recommended approval subject to necessary access being maintained for pedestrians using the right of way, vehicles with right of access over the land, and access for emergency vehicles.

19	Plan Number	Planning officer	Town Councillor	Agent
	19/00288/MMA	E Gore 06-03-19	Arnold	Robinson Escott 0168983 0004
Applicant		House Name	Road	Locality
Bailey		Brackens	Blackhall Lane	Wilderness
Town		County	Post Code	Application date
				15/02/19
Amendment to 17/01145/MMA.				

Sevenoaks Town Council recommended approval.

20	Plan Number	Planning officer	Town Councillor	Agent
	19/00290/CONVAR	E Gore 05/03/19	Raikes	Hazle McCormack Young 01203 510014
Applicant		House Name	Road	Locality
The Granville School		Lodge Cottage	8 Bradbourne Park Road	St Johns
Town	County	Post Code	Application date	
			13/02/19	

Removal of condition 13 (classrooms 3 & 4) of 12/01440/FUL for demolition of existing bungalow and outbuildings. Erection of a New Early Years Learning Facility accommodating 2 nursery, 1 reception, 1 timetabled classroom and ancillary spaces.

Sevenoaks Town Council recommended refusal unless the planning officer is satisfied that conditions initially laid down are no longer relevant and that the extant 2015 consent is voided or allowed to elapse.

Minutes of the PLANNING COMMITTEE meeting held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, on Monday 11th March 2019 at 7.00pm.

Present:

Committee Members

Cllr Arnold	Present	Cllr Parry	Present
Cllr Busvine OBE	Apologies	Cllr Parson	Left: 8.00pm
Cllr Canet	Apologies	Cllr Piper - Chairman	Present
Cllr Chakowa	Present	Cllr Raikes	Present
Cllr Clayton	Present	Cllr Schneider	Apologies
Cllr Eyre – Vice Chairman	Present	Cllr Towell	Arrived: 7.05pm
Cllr Hogarth	Present	Cllr Waite	Arrived: 7.25pm
Cllr Mrs Parry	Present	Cllr Walshe	Apologies

Also in attendance:

Deputy Town Clerk
7 members of the public

PUBLIC QUESTION TIME

None

480 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

481 DECLARATIONS OF INTEREST

There were no declarations of interest.

482 DECLARATIONS OF LOBBYING

Cllr Hogarth declared he had been lobbied in respect of Tanglewood, Parkfield.

483 MINUTES

The Committee received the minutes of the Planning Committee meeting held on 25th February 2019

RESOLVED: That the minutes be received and signed subject to the following amendment: 19/00132/FUL the Mill Lane Centre: Recommendation to read, "... with circa 600 seats in the main hall."

484 APPEALS

The Committee received and noted the following appeal decision:

- i) 17/03435/FUL – Land west of the Croft, Bradbourne Vale Road (appeal dismissed)

485 PLANNING APPLICATIONS

- a) The Committee received and noted planning applications considered under Chairman's Action, submitted to Sevenoaks District Council.

- b) The meeting was adjourned to allow members of the public to speak on the following item for three minutes:
 - a. The Royal Oak Hotel – For
- c) The meeting was reconvened, and the Committee considered planning applications received during the two weeks ending 5th March 2019. **It was RESOLVED that** the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

486 PRESS RELEASES

None.

Finished: 8:22pm

Signed
Chairman

Dated

Planning Applications Considered

Applications considered on 11-3-19

1	Plan Number 18/02951/HOUSE	Planning officer E Gore 21-12-18	Town Councillor Parry	Agent N Mulholland 0758300200
Applicant Fell		House Name	Road 41 Garth Road	Locality Kippington
Town		County	Post Code	Application date 22/02/19
Roof alterations, loft conversion and internal alterations 18/02951/HOUSE - Amended plan Amended proposal description and side elevations.				

Sevenoaks Town Council recommended approval.

2	Plan Number 18/03492/FUL	Planning officer Natalie Rowland 17-12-2018	Town Councillor Cllr Parry	Agent Open Arch. 779580
Applicant Mr Locke		House Name Land Rear Of Kipp Cottage	Road 61 Kippington Road	Locality Kippington
Town		County	Post Code	Application date 22/02/19
Proposed new dwelling. 18/03492/FUL - Amended plan Certificate B received.				

Sevenoaks Town Council recommended approval.

3	Plan Number 18/03684/HOUSE	Planning officer E Gore 27/12/18	Town Councillor Waite	Agent SevenoaksPlans 240140
Applicant Huppach		House Name	Road 41 Hillingdon Rise	Locality Eastern
Town		County	Post Code	Application date 05/03/19
First floor rear and side extension, proposed new rear dormer in the loft; proposed new roof at side. Alterations to fenestration rooflights and solar panels. New internal layout at ground floor. 18/03684/HOUSE - Amended plan Revisions to clarify side elevation.				

Sevenoaks Town Council recommended refusal on the following grounds:

- Gross overdevelopment of the site
- Loss of privacy to neighbouring gardens
- Insufficient parking
- The inclusion of floor to ceiling windows and juliette balconies would have an unacceptable impact on neighbouring properties.

Planning Applications Considered

Applications considered on 11-3-19

4	Plan Number	Planning officer	Town Councillor	Agent
	18/03836/FUL	Alexis Stanyer 23-01-2019	Cllr Piper (Chairman OOW)	Mrs Richardson 01892 50 6666
	Applicant	House Name	Road	Locality
	Mr & Mrs Bakumawicz	Tanglewood	Parkfield	Wilderness
	Town	County	Post Code	Application date
				27/02/19

Modifications to roof structure to facilitate two storey side and rear extension including loft conversion with skylights. Conversion of garage into habitable space. Alterations to fenestration. Associated landscaping works.

Amended Plan (Information Only) received from SDC 04-01-2019:

Following the assessment of the documentation, it was concluded that the proposed development should be progressed under householder procedure instead of FUL application, thus the suffix of the application was altered from FUL to HOUSE.

18/03836/HOUSE - Amended plan

Amended Application Form, Planning Statement and Statement of Community Involvement received on 21-01-2019.

The suffix has been changed back from HOUSE to FUL.

The proposal description has been amended to:

Remodelling of existing dwelling, raising of roof height and erection of two storey side and rear extension.

18/03836/FUL - Amended plan

Remodelling of existing dwelling, raising roof height and erection of two storey side and rear extension.

Sevenoaks Town Council recommended refusal as the proposal fails to preserve or enhance the Conservation Area and is out of keeping with the last adopted Wilderness Design Statement. //Informative: Due to the important questions this application raises on contemporary architecture within conservation areas the Town Council requests that this application is determined by the Development Control Committee to ensure the matter is debated in a public democratic environment.//

Planning Applications Considered

Applications considered on 11-3-19

5	Plan Number 18/03953/HOUSE	Planning officer Rebecca Fellows 22-02-2019	Town Councillor Cllr Piper	Agent Mrs Austin 07866 962268
Applicant Mr & Mrs Sharma		House Name	Road 7 Brattle Wood	Locality Kippington
Town		County	Post Code	Application date 27/02/19
Demolition and erection of new detached dwelling with integral garage and reconfiguration of rear garden in stepped terraces. 18/03953/HOUSE - Amended plan This application is for a detached dwelling. The suffix has been changed from HOUSE to FUL.				

Sevenoaks Town Council recommended approval.

6	Plan Number 19/00146/HOUSE	Planning officer Holly Pockett 14/3/19	Town Councillor Cllr Eyre	Agent n/a 01709 180040
Applicant Stoney		House Name Oast House	Road 10 Britains Lane	Locality Kippington
Town		County	Post Code	Application date 22/02/19
Erection of summer house.				

Sevenoaks Town Council recommended approval.

7	Plan Number 19/00159/FUL	Planning officer Sean Mitchell 14/3/19	Town Councillor Cllr Eyre	Agent Open Architecture 01732 330556
Applicant Mr & Mrs Cox		House Name Hardres Lodge	Road 56 Oakhill Road	Locality Kippington
Town		County	Post Code	Application date 21/02/19
Creation of two new dwellings within the curtilage of Hardres Lodge, formation of new access from Oakhill Road and associated landscaping.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 11-3-19

8	Plan Number 19/00172/HOUSE	Planning officer R Fellows 07/03/19	Town Councillor Eyre	Agent DGA Arch 01743272265
Applicant		House Name	Road	Locality
Stratten			25 The Rise	Kippington
Town		County	Post Code	Application date
				22/02/19
Erection of a single-storey detached garage with log store. Access relocated. Erection of electric gates. Replacement driveway and associated landscaping. 19/00172/HOUSE - Amended plan The garage has been amended to accommodate two vehicles and the front gates have been moved further away from the highway.				

Sevenoaks Town Council recommended approval.

9	Plan Number 19/00237/HOUSE	Planning officer Rebecca Fellows 27-02-2019	Town Councillor Cllr Mrs Parry	Agent Mr R Trute 07540 651867
Applicant		House Name	Road	Locality
Mr C Chandler			16 Otford Road	Northern
Town		County	Post Code	Application date
				22/02/19
Demolition of existing outbuilding (store). Erection of single storey rear extension with skylights. 19/00237/HOUSE - Amended plan Revised plans received.				

Sevenoaks Town Council recommended approval.

10	Plan Number 19/00284/FUL	Planning officer Sean Mitchell 13/3/19	Town Councillor Cllr Parson	Agent Mr John Collins 01622 77 8888
Applicant		House Name	Road	Locality
Ascoe Properties Ltd		The Royal Oak Hotel	High Street	Town
Town		County	Post Code	Application date
				21/02/19
Conversion, refurbishment and repair and change of use of the existing public house/hotel into residential accommodation and demolition of the 2 No. modern conservatories from the Listed Building, demolition of the modern building to the rear of the site and construction of new residential accommodation with amendments to access, parking and landscaping.				

A motion to recommend approval subject to the conservation officer being satisfied with the proposals was proposed, seconded and LOST.

Sevenoaks Town Council resolved to recommended refusal on the following grounds:

- The proposed would represent a loss of employment space within the Town
- The proposal would result in the loss of much needed visitor accommodation in the Town, required to support tourism and support economic development
- The proposed new buildings are unsympathetic to the retained listed building and the surrounding area
- The proposals fail to improve or enhance the conservation area
- The parking provided is insufficient to meet the needs of future residents and visitors to the proposed flats.

Planning Applications Considered

Applications considered on 11-3-19

11	Plan Number	Planning officer	Town Councillor	Agent
	19/00284/FUL	Sean Mitchell 13/3/19	Cllr Parson	Mr John Collins 01622 776666
Applicant		House Name	Road	Locality
Ascoe Properties Ltd		The Royal Oak Hotel	High Street	Town
Town		County	Post Code	Application date
				05/03/19
Conversion, refurbishment and repair and change of use of the existing public house/hotel into residential accommodation and demolition of the 2 No. modern conservatories from the Listed Building, demolition of the modern building to the rear of the site and construction of new residential accommodation with amendments to access, parking and landscaping.				
19/00284/FUL - Amended plan				
Additional landscaping/biodiversity enhancement plans received.				

A motion to recommend approval subject to the conservation officer being satisfied with the proposals was proposed, seconded and LOST.

Sevenoaks Town Council resolved to recommended refusal on the following grounds:

- The proposed would represent a loss of employment space within the Town
- The proposal would result in the loss of much needed visitor accommodation in the Town, required to support tourism and support economic development
- The proposed new buildings are unsympathetic to the retained listed building and the surrounding area
- The proposals fail to improve or enhance the conservation area
- The parking provided is insufficient to meet the needs of future residents and visitors to the proposed flats.

12	Plan Number	Planning officer	Town Councillor	Agent
	19/00285/LBCALT	Sean Mitchell 13/3/19	Cllr Parson	Mr John Collins 01622 77 6666
Applicant		House Name	Road	Locality
Ascoe Properties Ltd		The Royal Oak Hotel	High Street	Town
Town	County	Post Code	Application date	
			21/02/19	

Conversion, refurbishment and repair and change of use of the existing public house/hotel into residential accommodation and demolition of the 2 No. modern conservatories from the Listed Building, demolition of the modern building to the rear of the site and construction of new residential accommodation with amendments to access, parking and landscaping.

A motion to recommend approval subject to the conservation officer being satisfied with the proposals was proposed, seconded and LOST.

Sevenoaks Town Council resolved to recommended refusal on the following grounds:

- The proposed would represent a loss of employment space within the Town
- The proposal would result in the loss of much needed visitor accommodation in the Town, required to support tourism and support economic development
- The proposed new buildings are unsympathetic to the retained listed building and the surrounding area
- The proposals fail to improve or enhance the conservation area
- The parking provided is insufficient to meet the needs of future residents and visitors to the proposed flats.

Planning Applications Considered

Applications considered on 11-3-19

13	Plan Number	Planning officer	Town Councillor	Agent
	19/00285/LBCALT	Sean Mitchell 13/3/19	Cllr Parson	Mr John Collins 01622 77 8888
Applicant		House Name	Road	Locality
Ascoe Properties Ltd		The Royal Oak Hotel	High Street	Town
Town		County	Post Code	Application date
				05/03/19

Conversion, refurbishment and repair and change of use of the existing public house/hotel into residential accommodation and demolition of the 2 No. modern conservatories from the Listed Building, demolition of the modern building to the rear of the site and construction of new residential accommodation with amendments to access, parking and landscaping.

19/00285/LBCALT - Amended plan

Additional landscaping/buidiversity enhancement plans received.

A motion to recommend approval subject to the conservation officer being satisfied with the proposals was proposed, seconded and LOST.

Sevenoaks Town Council resolved to recommended refusal on the following grounds:

- The proposed would represent a loss of employment space within the Town
- The proposal would result in the loss of much needed visitor accommodation in the Town, required to support tourism and support economic development
- The proposed new buildings are unsympathetic to the retained listed building and the surrounding area
- The proposals fail to improve or enhance the conservation area
- The parking provided is insufficient to meet the needs of future residents and visitors to the proposed flats.

14	Plan Number	Planning officer	Town Councillor	Agent
	19/00321/FUL	Emma Gore 21/03/19	Cllr Busvine	Real Design 01892 53332
Applicant		House Name	Road	Locality
Treliving			30 London Road	Town
Town		County	Post Code	Application date
				03/03/19

Change of use from retail to part retail and conversion of the upper parts to C3 residential use, and associated internal and external alterations.

Sevenoaks Town Council recommended approval subject to the conservation officer being satisfied that the Grade II listed building is not adversely impacted and the planning officer being satisfied the ground floor retail unit is of a commercially viable size.

Planning Applications Considered

Applications considered on 11-3-19

15	Plan Number	Planning officer	Town Councillor	Agent
	19/00322/LBCALT	Emma Core	Cllr Busvine	Real Design 01892 53332
Applicant		House Name	Road	Locality
Treliving			30 London Road	Town
Town		County	Post Code	Application date
				01/03/19
Change of use from retail to part retail and conversion of the upper parts to C3 residential use, and associated internal and external alterations.				

Sevenoaks Town Council recommended approval subject to the conservation officer being satisfied that the Grade II listed building is not adversely impacted and the planning officer being satisfied the ground floor retail unit is of a commercially viable size.

16	Plan Number	Planning officer	Town Councillor	Agent
	19/00332/FUL	Rebecca Fellows 19/03/19	Cllr Busvine	n/a
Applicant		House Name	Road	Locality
Whitby		The Hardware Centre	43 London Road	Town
Town		County	Post Code	Application date
				27/02/19
Change of use from Retail to Mixed Use Retail and Cafe. Replace canopy with Victorian awning. Reinstate first floor window on south side. Installation of external air conditioning condensing unit and ventilation/extraction vents. Repaint the exterior.				

Sevenoaks Town Council recommended approval subject to the planning officer being satisfied sufficient noise attenuation measures are in place for the AC unit to protect neighbouring residential amenities.

17	Plan Number	Planning officer	Town Councillor	Agent
	19/00348/HOUSE	Emma Gore 14/3/19	Canet	Butcher & Associates 017 83 05 1288
Applicant		House Name	Road	Locality
Apps & Malia			25 Mill Lane	Northern
Town	County	Post Code	Application date	
			22/02/19	
Removal of attached double garage and erection of two storey side extension and replacing flat roof with pitched.				

Sevenoaks Town Council recommended approval.

18	Plan Number	Planning officer	Town Councillor	Agent
	19/00392/HOUSE	Alexis Stanyer 15/3/19	Cllr Waite	Harringtons 01732 74220
Applicant		House Name	Road	Locality
Street			2 Westfield	Eastern
Town		County	Post Code	Application date
				25/02/19
Demolition of the detached garage and w.c. side extension and construct a two-storey side and single storey front and rear extensions.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 11-3-19

19	Plan Number	Planning officer	Town Councillor	Agent
	19/00393/HOUSE	Alexis Stanyer 25/03/19	Cllr Parson	Cobden Arch. 01732 455 888
Applicant		House Name	Road	Locality
Batley			5 Ashley Road	Town
Town		County	Post Code	Application date
				05/03/19
Demolition of existing single storey side/rear extension. Construction of 2 storey side and single storey rear extension. Formation of living accommodation within roof space.				

Sevenoaks Town Council recommended approval.

20	Plan Number	Planning officer	Town Councillor	Agent
	19/00396/HOUSE	Alexis Stanyer 22/03/19	Cllr Eyre	Offset Architects 01732 7 50000
Applicant		House Name	Road	Locality
Appleford			80 Oakhill Road	Kippington
Town		County	Post Code	Application date
				05/03/19
Demolition of existing double garage and access steps. Construction of new single storey extension, access steps and extra car parking spaces, a new first floor rear extension and an extended / reconfigured 2nd floor. Raising the roof and roof alterations. Replacement of windows.				

Sevenoaks Town Council recommended approval subject to the planning officer being satisfied there will be no loss amenity to neighbouring properties (78 and 82), and that sufficient noise attenuation measures are in place to ensure the cinema room will not impact neighbours or pedestrians on Oakhill Road.

//Informative: The Town Council notes that the proposal description does not accurately reflect the full extent of the works proposed//

21	Plan Number	Planning officer	Town Councillor	Agent
	19/00421/HOUSE	Rebecca Fellows 20/03/19	Cllr Eyre	Harringtons 2006 01732 7 10000
Applicant		House Name	Road	Locality
McSweeney			14 Brattle Wood	Kippington
Town		County	Post Code	Application date
				28/02/19
To demolish the rear single storey extension and erect a single storey rear extension with a flat roof with two roof lights, a first-floor pitched roof front extension, rear dormer extension, reroof front porch and change elevational finishes.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 11-3-19

22	Plan Number	Planning officer	Town Councillor	Agent
	19/00441/FUL	Sean Mitchell 21/03/19	Cllr Arnold	Robinson Escott Plng 016
Applicant	House Name	Road	Locality	
Rose	Blackhall Barns	Woodland Rise	Wilderness	
Town	County	Post Code	Application date	
			01/03/19	
The demolition of an existing dwelling and the construction of a new dwelling to incorporate an existing barn				

Sevenoaks Town Council recommended refusal as the proposal fails to preserve or enhance the character of the conservation area due to the loss of the original building fabric, the existing building and barn are an important feature of the street scene and the loss of original fabric will negatively impact this.

23	Plan Number	Planning officer	Town Councillor	Agent
	19/00445/MMA	Alexis Stanyer 22/03/19	Cllr Piper OOW	Theis & Khan 01895 5180
Applicant	House Name	Road	Locality	
Sevenoaks Town Council	Sevenoaks Community Centre	Oxford Road	Town	
Town	County	Post Code	Application date	
			05/03/19	
Minor material amendment to application 18/02810/FUL.				

Sevenoaks Town Council declined to comment as it is the applicant.

24	Plan Number	Planning officer	Town Councillor	Agent
	19/00452/MMA	Holly Pockett 21/03/19	Cllr Waite	Sevenoaks Plans 01732 2
Applicant	House Name	Road	Locality	
Huggill		102 St John's Hill	Eastern	
Town	County	Post Code	Application date	
			01/03/19	
Minor material amendment to 18/03428/HOUSE.				

Sevenoaks Town Council recommended approval.

25	Plan Number	Planning officer	Town Councillor	Agent
	19/00475/HOUSE	Rebecca Fellows 25/03/19	Cllr Schneider	Sarah Granville Arch. 079
Applicant	House Name	Road	Locality	
Baxter		7 The Drive	Town	
Town	County	Post Code	Application date	
			05/03/19	
Single storey kitchen extension to replace existing side addition				

//Awaiting Chairman's Action//

Planning Applications Considered

Applications considered on 11-3-19

26	Plan Number	Planning officer	Town Councillor	Agent
	19/0383/FUL	Rebecca Fellows 15/3/19	Clr Parson	Howard Sharp & Ptnrs 01788 150000
Applicant		House Name	Road	Locality
Bouverie		The Vine Restaurant	11 Pound Lane	Town
Town	County	Post Code	Application date	
			25/02/19	
Change of use from Class A3 restaurant to Class B1(a) offices with associated parking.				

Sevenoaks Town Council recommended approval.

**Sevenoaks Town Council
Minutes of the Personnel Committee Meeting held on Monday 4th February 2019
in the Council Chamber.**

Meeting Commenced: 7.00 p.m.

Meeting Concluded: 7.37 p.m.

Present: Cllr N Busvine OBE, Cllr R J Parry Vice Chairman, Cllr A Eyre, Cllr R L Piper, Cllr E Waite (arrived 7.35 p.m.) Cllr Mrs Walshe.

There were no members of the public present. The meeting was not recorded.
The Vice Chairman chaired the meeting.

444. Apologies for Absence

RESOLVED: To accept the following apologies for absence from Cllr Arnold (Chairman), Cllr Mrs Parry.

445. Requests for Dispensations

There were no requests for dispensations.

446. Declaration of Interests

There were no Declarations of Interest

447. Minutes of the Personnel Committee Meeting held on 1st October 2018.

RESOLVED: To accept and sign the Minutes as a true record of the meeting.

448. Notes of Staff Meetings held on 11th December 2018.

RESOLVED: To receive the notes of the meetings.

449. Sevenoaks Town Council Staff

It was noted that at previous Personnel Committee Meetings there had been some concerns expressed over the methods used to indicate staff sickness and that numbers could be inflated due to historic methods of calculation. The Responsible Financial Officer who was with the Town Council for only a couple of months had started work on this and a draft was considered at the previous meeting. It was noted that this would be picked up again in the future however at present the new Responsible Financial Officer who had only been with the Council for a month had more pressing matters to address.

The Committee considered the reports relating to the following information:

- i) Changes in staff since previous Personnel Committee
- ii) Staff Pensions Report & Policies
- iii) Staff Sickness Report

450. Town Clerk's Report

The Committee received and considered the Town Clerk's Report.

RESOLVED:

- i) To note and accept the contents of the Town Clerk's report.
- ii) The Town Council reviews and discussions are held with staff concerning arrangements for not having the full closure of the office during the Christmas break except for Bank Holidays and arrangements put in place for the office to be staffed.

There being no further business the Vice Chairman closed the meeting.

Signed
Chairman

Dated

Sevenoaks Town Council
Minutes of the Open Spaces & Leisure Committee held on 18th February 2019
In the Council Chamber commencing at 7.00 p.m.

Committee Members present:

Cllr S Arnold	Present	Cllr O Schneider	No apologies received
Cllr N Busvine OBE, Vice Chairman	Apologies	Cllr P E Towell	Present
Cllr J M Canet	Apologies	Cllr E Waite	No apologies received
Cllr A Eyre	Apologies	Cllr Mrs P C Walshe	Apologies
Cllr R J Parry, Chairman	Present	Cllr S G Raikes	Present

In Attendance: Town Clerk, Open Spaces Manager and Committee Clerk

459. Apologies for Absence

Also received from Cllr Robert Piper

460. Meeting inquorate.

Members waited the statutory time prior to declaring the meeting inquorate and no business took place.

There being no further business the Chairman closed the meeting at 19.15 p.m.

.....

Dated

Chairman

Events Accepted/Attended – 2018/2019

Mayor: Councillor Roderick Hogarth

Day & Time	Date	Organisation & Event/Venue	Attending
Wed 12.00	16 May	Women of Kent Luncheon - Mercure Maidstone Great Danes Hotel	Mayoress
Thurs ??	17 May	Wedding Bench photoshoot dedicated to Harry and Meghan	Mayor
Thurs 5.30	17 May	West Kent Min - Exhibition of Work	Mayor & Mayoress
Fri 9.45	18 May	Sevenoaks Town Partnership - Wellbeing Show in the Stag Plaza Suite	Mayor
Sat 7.30	19 May	The Absolute Gospel Company - "The King is Coming" At St John's URC Church Sevenoaks	Mayor
'ed 10.00	23 May	Love Your Local Market - Meet the New Mayor at the Wednesday Market	Mayor
Sat 10.15	26 May	Printfest7Oaks at Kaleidoscope Gallery	Mayor & Mayoress
Sun 4.45	27 May	Go-Coach - 10 th Anniversary Celebration	Mayor & Mayoress
Tues 11.45	29 May	Grand Opening of the Play Area at Kippington Meadow	Mayor & Mayoress
Sun 6.00	3 June	Film Premiere at the Stag - Meteor Molly	Mayor
Mon 12.00	4 June	Annual General Meeting at Rockdale	Mayor
Tues 6.00	5 June	University of Kent's Employability Points Rewards Evening	Mayor & Linda Larter
Thurs 2.30	7 June	Kent Association for the Blind - Thank you to Volunteers	Mayor
Sat 12.00	9 June	Emily Jackson House - Open Day	Councillor Simon Raikes and Mrs Christine Raikes
Sat 6.30	9 June	Hospice in the Weald - Cut the Ribbon to start the Moonlight Walk	Mayor
Sun	10 June	Civic Service at St Nicholas Church	Mayor & Mayoress
Mon 3.00	11 June	Ribbon of Poppies - Vine Gardens	Mayor & Mayoress
Mon 7.30	11 June	SASRA Annual Meeting/Service at St Nicholas Church. Speaker - General Lord Dannett and invited by Rev. Angus MacLeay	Mayor & Mayoress
Tues 7.00	12 June	Social History talk on Bat and Ball Station in the Council Chamber	Deputy Mayor
Tues 7.00	12 June	Chairman of KCC - Civic Dinner	Mayor & Mayoress

Day & Time	Date	Organisation & Event/Venue	Attending
Sun 3.00	17 June	Sevenoaks Hockey Club - Presentation of cheque at the Hollybush Lane Pitch	Mayor
Tues 9.00	19 June	Tour of Quaker Hall Allotments accompanied by Ruth King	Mayor
Tues 7.30	19 June	League of Friends of Sevenoaks Hospital - AGM	Mayor
Wed 1.30	20 June	Spadework's AGM Celebration Day	Mayor
Thurs 6.00	21 June	Sevenoaks and District Chamber of Commerce - Annual Summer Reception at the Mount Vineyard	Cllr.Chakowa & Mr Bryan Chakowa
Thurs 6.30	21 June	Sevenoaks Camera Club - Annual Exhibition	Mayor & Mayoress
Thurs 7.00	21 June	Chairman SDC - The Big Community Sing	Mayor & Mayoress
Sat 11.00	23 June	Open the Sevenoaks Festival	Mayor & Mayoress
Sat 6.30	23 June	Sevenoaks Three Arts Festival - Prizewinners' Concert in the Ship Theatre, Walthamstow Hall Senior School	Mayor & Mayoress
Sun 2.00	24 June	Mayor Elect of Surrey Heath - Civic Service at Royal Memorial Chapel, Royal Military Academy, Sandhurst	Mayor & Mayoress
Sun 7.30	24 June	Sevenoaks Philharmonic Society - Big Festival Event - Belshazzar's Feast	Mayor & Mayoress
Mon 10.15	25 June	Chairman SDC - Fly the Flag for Armed Forces Day	Mayor & Mayoress
Tues 7.30	26 June	Sevenoaks District Scout Council - Annual General Meeting	Deputy Mayor
Wed 10.00	27 June	Soroptimist International - Sevenoaks in Bloom Photo Shoot	Mayor & Mayoress
Thurs 6.00	28 June	SCHMDT - Grand Opening of new showroom	Mayor & Mayoress
Fri 8.00	29 June	Sevenoaks Welcomes Refugees Syrian Guitarist Fundraising Event	Mayor & Mayoress
Sat 9.45	30 June	Armed Forces Day event at the Vine Gardens	Mayor & Mayoress
Sat 11.00	30 June	Walthamstow Hall - Prize Giving	Mayor & Mayoress
Sat 6.15	30 June	Halliwick Association of Swimming - Annual National Swimming Championships	Mayor & Mayoress
Sun 7.00	1 July	Chance to Dance - Summer Performance at the Stag	Mayor & Mayoress
Mon 6.00	2 July	St Michael's Prep School - Summer Concert	Mayor & Mayoress
Wed 10.00	4 July	Sevenoaks in Bloom Judging	Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
Thurs 9.00 ??	5 July	Part of Ribbons & Poppies - Hiding pebbles around the Greatness Play Area and photo shoot opportunity prior to New Beacon invitation on the same morning	Mayor
Thurs 10.00	5 July	The New Beacon - Ribbon of Red Installation	Mayor
Thurs 2.00	5 July	NHS 70 th Celebration Tea Party at Sevenoaks Hospital	Mayor
Thurs 6.00	5 July	Sevenoaks Art Club - Annual Exhibition at Kaleidoscope Gallery	Mayor & Mayoress
Fri ??	6 July	Trinity School for National Democratic Week	Mayor
Sun 2.00	8 July	Sevenoaks Day Nursery - Hog Roast	Mayor & Mayoress
Tues 7.30	10 July	Mayor of Medway - Theatre Night - The Merry Widower	Mayor & Mayoress
Thurs 3.30	12 July	High Sheriff of Kent - Garden Party at The Old Farm House	Mayor & Mayoress
Thurs 6.45	12 July	Westerham Sea Cadets - Biannual Royal Naval Parade and Inspection	Mayor & Mayoress
Fri 7.00	13 July	Cocktail Party at Knole House	Mayor & Mayoress
Fri 6.30	15 July	Lydian Orchestra - Summer Concert in the Pamoja Hall	Mayor & Mayoress
Wed 12.30	18 July	FOOTFALL the SVAF 2018 Community Art Project - Photoshoot	Mayor
Wed 1.30	18 July	West Heath School - Prize Giving	Mayor
Thurs 2.30	19 July	Mayor of Tonbridge - Garden Party at the Design Studio, Hadlow College	Mayor & Mayoress
Fri 5.00	20 July	Live on the Vine - Youth Council	Mayor
Sat 2.00	21 July	Mayor of Broadstairs - Garden Party	Mayor & Mayoress
Sun 2.00	22 July	Mayor of Ramsgate - Ramsgate Carnival	Mayor & Mayoress
Mon 7.00	23 July	Chairman Sevenoaks District Council - Curry Evening The Tamarind Kemsing	Mayor
Wed 10.30	25 July	Minister of Sport, Tracey Crouch MP -Visit to Sevenoaks Town Football Club	Mayor
Wed 3.00	25 July	Mayor of Maidstone - Garden Party at the Orangery, Turkey Mill	Mayor & Mayoress
Wed 7.30	25 July	West Kent Mind - Annual General Meeting in the Town Council Chamber	Mayor & Mayoress
Sat 7.00	28 July	In Bloom Awards Night at Coolings Nursery	Mayor & Mayoress
Sun 12.00	29 July	Sevenoaks Powerchair Football Club - End of Season Get Together at Valence School	Mayor & Mayoress
Fri 11.00	3 Aug	Kippington Meadow Play Date	Mayor & Mayoress

Day & Time	Date	Organisation & Event/Venue	Attending
Fri 5.45	3 Aug	Peppercorn Rent Ceremony at Vine Cricket Club	Mayor & Mayoress
Wed 2.00	8 Aug	Summer Play Day - The Vine	Mayor
Fri 6.30	10 Aug	First Year Anniversary of the Sevenoaks Sports Magazine - an evening of Presecco and canapes	Mayor
Sat 11.30	11 Aug	VIP Opening of Rivermere Residential Home	Mayor & Mayoress
Mon	13 Aug	Guest Bus Conductor on No.7 Buss	Mayor
Wed 10.00	15 Aug	Summer Reading Challenge at Sevenoaks Library	Mayor
Wed 2.00	15 Aug	Summer Play Day - Greatness Recreation Ground	Mayor
Wed 5.30	15 Aug	Ightham Mote - Garden Party	Mayor & Mayoress
Thurs 2.00	16 Aug	Kippington Care Home - 103 rd Birthday of Edna May Oubridge	Mayor
Wed 2.00	22 Aug	Summer Play Day - Pontoise Play Area	Mayor
Wed 3.00	22 Aug	Afternoon Tea in the Café on the Vine - Silent Auction prize	Mayor & Mayoress
Thurs 10.00	23 Aug	Rockdale Housing Association - Meeting with members of the Rockdale Gardening Club	Mayor & Councillor Parry
Fri 2.00	24 Aug	Powerchair Football Demonstration at Sennocke Sports Centre, Sevenoaks School	Mayor & Mayoress
Fri 4.00	24 Aug	Swanley Town Council - 1812 Charity Festival	Deputy Mayor & Mayoress
Mon 10.00	27 Aug	Dragon Boat Race at Chipstead Lake in conjunction with Westerham Sea Cadets	Mayor & Mayoress
Tues 8.00	28 Aug	Rivermere Professional Networking Breakfast	Mayor
Fri 7.30	31 Aug	Sports Council presentation evening at Hollybush Indoor Bowls Centre	Mayor
Mon 13.20	3 Sept	Chairman SDC - Fly the Flag for Merchant Navy Day	Mayor & Mayoress
Thurs 10.30	6 Sept	Burying the Time Capsule at Bat & Ball Station	Mayor & Mayoress
Sat 9.45	8 Sept	Festival for All on the Vine Gardens	Mayor & Mayoress
Sun 12.30	9 Sept	ABF The Soldiers' Charity Big School Curry	Mayor
Mon 3.30	10 Sept	Poppy Post Box Photoshoot at the Stag	Mayor
Tues 7.00	11 Sept	The Provincial Grand Master's Presentation Evening at Giacomo's Italian Restaurant, Weald	Mayor & Mayoress
Thurs 9.00	13 Sept	Photoshoot at the Archway, The Vine Gardens	Mayor
Fri 8.45	14 Sept	South and South East in Bloom Awards Ceremony at American Express Community Stadium, Village Way, Brighton	Mayor
Fri 6.15	14 Sept	Sevenoaks Town Partnership Business Awards at Knole Academy	Mayor & Mayoress

Day & Time	Date	Organisation & Event/Venue	Attending
Sat 10.00	15 Sept	Mayor of Sandwich - Civic Service	Deputy Mayor
Sat 7.00	15 Sept	Sevenoaks Air Cadets Annual Dinner & Disco	Mayor & Mayoress
Sun 12.30	23 Sept	Lord Lieutenant's Drumhead Service	Mayor & Mayoress
Wed 2.30	26 Sept	Official Opening of Sencio new health and fitness facilities	Mayor
Wed 7.30	26 Sept	Sevenoaks Counselling Open Public Meeting	Deputy Mayor
Fri 7.30	28 Sept	Sevenoaks Literary Festival - Gina Miller Rise: Life Lessons in Speaking Out	Mayor & Mayoress
Sun 5.45	30 Sept	Stag Youth Theatre - Film in a Week	Mayor
Mon 10;00	1 Oct	Sevenoaks District Seniors Action Forum - International Day of Older persons	Councillor Eyre
Tues 10.45	2 Oct	Mayor of Ashford - Tour of Great Dixter House and Gardens	Mayor and Mayoress
Thurs 9.45	4 Oct	Mayor of Hillingdon - Tour of RAF Northolt and Battle of Britain Bunker	Mayor & Mayoress
Thurs 2.00	4 Oct	Rockdale Housing Association - Reception and afternoon tea	Cllr Chakowa
Thurs 6.00	4 Oct	Thackray Williams Red Carpet Reception to celebrate the opening of their Sevenoaks Office	Mayor & Mayoress
Fri 7.,30	5 Oct	Sevenoaks Literary Festival - Luke Harding Collusion How Russia helped Trump	Mayor & Mayoress
Sat 8.45	6 Oct	Introduce and Start Breast Cancer Care Pink Race	Mayor
Sat 4.00	6 Oct	Sevenoaks Welcomes Refugees - 80 th Anniversary of the Kindertransport	Mayor & Mayoress
Sun	7 Oct	Potoshoot at Radnor School with the Powerchair Football Club members wearing T-Shirts to promote IMSM as sponsors	Mayor & Mayoress
Sun 11.00	7 Oct	Harvest Service at St Nicholas Church, Sevenoaks	Mayor & Mayoress
Sun 2.30	7 Oct	High Sheriff of Kent - Justice Service for Kent at Rochester Cathedral	Mayor & Mayoress
Tues 10.00	9 Oct	Pink Week Coffee Morning at Youth Café	Mayor
Sat 3.00	13 Oct	Stronger Kent Communities Fair	Mayor
Sat 7.00	13 Oct	Pink Week Quiz Night at the Community Centre	Mayor & Mayoress
Tues 12.00	16 Oct	Chairman SDC - Event at Brands Hatch Racing Circuit	Mayor & Mayoress
Thurs 10.00	18 Oct	Mayor of Hawkinge - Visit to the Kent Battle of Britain Museum	Mayor & Mayoress
Fri 2.00	19 Oct	Kent Veterans Support Group	Mayor
Fri 7.00	19 Oct	Lord Mayor & Lady Mayoress of Canterbury - Dinner & Entertainment	Mayor & Mayoress

Day & Time	Date	Organisation & Event/Venue	Attending
Sat	20 Oct	Football Match - Sevenoaks V Ashford	Mayor
Sat 6.15	20 Oct	Halliwick Association of Swimming - Regional Swimming Championships	Mayor & Mayoress
Sun 2.30	21 Oct	Westerham Sea Cadets Trafalgar Day Parade	Mayor & Mayoress
Mon	22 Oct	Meeting with Linda and the Lord Lieutenant	Mayor
Thurs 12.45	25 Oct	Demelza Hospice Care for Children - Pumpkin Hunt	Mayor
Fri 10.00	26 Oct	Matthew Ball – Service at St Nicholas Church to remember Herbert Alfred Sears	Mayor
Fri 7.00	26 Oct	Chairman Tandridge DC - Halloween Dinner	Mayor & Mayoress
Fri	26 Oct	Kent Painters 28 th Exhibition at Sevenoaks School	Deputy Mayor
Sat 7.00	27 Oct	Mayor of Bromley - Charity Appeal Ball	Mayor & Mayoress
Mon 11.00	29 Oct	Royal British Legion Civic Presentation, County Hall	Mayor & Mayoress
Tues 8.00	30 Nov	Rivermere Business Networking Breakfast	Mayor
Fri 7.00	2 Nov	Hi Kent - Dinner at the London Beach Hotel	Mayor & Mayoress
Sat 12.00	3 Nov	Royal British Legion – Annual County Luncheon Cancelled	Mayor & Mayoress
Sat 4.00	3 Nov	You, Me & Dementia - Theatre Production at the Stag	Mayor
Sat 6.40	3 Nov	Sevenoaks Round Table Firework Event	Mayor & Cadet
Mon 10.30	5 Nov	Photo Shoot at Sevenoaks Bookshop - Launch of Matt Ball's New Book	Mayor
Mon 4.00	5 Nov	Dorothy Parrott Memorial Fund meeting in the Council Chamber	Mayor
Tues 9.00	6 Nov	Tree Planting on Britains Common by Sir Michael Fallon	Mayor
Tues 10.00	6 Nov	Meeting in the Chamber with Wildernesse Residents Association	Mayor
Tues 7.45	6 Nov	WW1 Letters - Posting by Air Cadets at Stag	Mayor
Wed 6.00	7 Nov	Youth Council AGM in the Council Chamber	Mayor
Thurs 10.00	8 Nov	Opening of the Science and Technology Centre at Sevenoaks School	Mayor
Thurs 8.00	8 Nov	Remembrance Event at St Nicholas Church, Sevenoaks	Mayor & Mayoress
Fri 10.00	9 Nov	Flagpole #Service at New Beacon School	Mayor
Fri 7.00	9 Nov	Sevenoaks Players - Gala Night at the Stag Theatre	Mayor & Mayoress
Fri 7.30	9 Nov	Sevenoaks Bookshop 70 th Birthday Celebrations	Deputy Mayor & Mayoress
Sat 5.15	10 Nov	Children in Need Big Learner Relay	Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
Sat 7.30	10 Nov	Cantate Choir - Concert at St Mary's Church Kippington Road	Mayor
Sun 10.50	11 Nov	Remembrance Day Service and Parade at the Vine War Memorial	Mayor & Mayoress
Sun 1.30	11 Nov	Greatness Cemetery - Laying Crosses on War Graves	Mayor
Sun 6.30	11 Nov	The Drive Methodist Church - Come and Sing	Deputy Mayor
Sun 7.30	11 Nov	Beacon Lighting at the Vine	Mayor & Mayoress
Mon TBA	12 Nov	Sennockian Charity Quiz Night	Mayor & Mayoress
Tues 9.45	13 Nov	Forest Kindergarten - Opening of their new Forest Site	Mayor
Tues 11.15	13 Nov	SYT Play "Great Power" at Knole Academy	Mayor
Wed 10.00	14 Nov	Age UK - Visit Holly Bush Centre to view the Wall of Remembrance	Mayor
Thurs 10.00	15 Nov	Tour of the Emerson Park Retirement Village and Care Home in Hextable	Mayor
Fri 11.30	16 Nov	Grand Opening of the Lavender Fields Residential Care Home in Seal	Mayor
Fri 6.00	16 Nov	Mary Boyle's Retirement Dinner	Mayor & Mayoress
Sat 7.00	17 Nov	Sevenoaks Remembers - SYT performance at the Stag	Deputy Mayor
Sun 3.00	18 Nov	Sevenoaks Symphony Orchestra - First concert of New Season at the Stag Theatre	Mayor & Mayoress
Wed 6.30	21 Nov	Wine and Cheese Tasting Evening in the Council Chamber	Mayor & Mayoress
Thurs 7.00	22 Nov	Guide Dogs for the Blind - Cheese and Wine Evening	Deputy Mayor
Fri 3.00	23 Nov	Mayor of Tenterden - Christmas Lights Switch-on	Mayor & Mayoress
Fri 7.00	23 Nov	Westerham Sea Cadets - Trafalgar Dinner	Deputy Mayor and Mayoress
Sat 5.00	24 Nov	Hockey Match against East Grinstead - Mayoral Challenge	Mayor
Sat 7.00	24 Nov	Sevenoaks Lions Annual Charter Dinner Dance	Mayor & Mayoress
Mon 2.30	26 Nov	Mayor of Tunbridge Wells - Afternoon Tea	Mayor & Mayoress
Tues PM	27 Nov	Preview Event - Bat and Ball Station	Mayor & Mayoress
Thurs 11.00	29 Nov	National Tree Week - Planting 2 nd Oak Tree of 7 in a group on Sevenoaks Common	Mayor
Thurs 6.00	29 Nov	Trees of Remembrance exhibition at the Kaleidoscope Gallery (Sevenoaks Remembers)	Deputy Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
Thurs 7.00	29 Nov	Mayor of Dartford - A Chinese Buffet	Mayor & Mayoress
Fri 10.00	30 Nov	Tea & Talk at Thackray Williams	Mayor
Fri 7.00	30 Nov	Christmas Lights Switch-on - Sevenoaks Town	Mayor & Mayoress
Fri 7.00	30 Nov	Walthamstow Hall performance of My Fair Lady	Deputy Mayor and Daughter Eleanor
Sat 6.30	1 Dec	Stag Pantomime - Opening Night	Mayor & Mayoress
Sat 7.30	1 Dec	Sevenoaks Philharmonic Choir - St Nicolas Cantata at St Nicholas Church	Cllr & Mr Chakewa
Sun 2.00	2 Dec	Blue Flamingo Dance at the Plaza	Mayor & Mayoress
Mon 7.00	3 Dec	Imago Community Carol Service at St Lukes Church	Mayor & Mayoress
Tues 10.00	4 Dec	Best Dressed Christmas Window Competition Judging	Mayor
Wed 10.30	5 Dec	Chamber of Commerce First Wednesday Meeting at Bat and Ball Station	Mayor
Fri 7.00	7 Dec	Mayor of Bexley - Charity Christmas event at Danson House	Mayor & Mayoress
Sun 12.00	9 Dec	Sevenoaks Hockey Club - President's Cocktail Party	Mayor & Deputy Mayor
Sun 6.00	9 Dec	Mencap Carols & Mince Pies evening	Mayor & Mayoress
Tues 10.00	11 Dec	Present Awards for Best Dressed Christmas Window	Mayor
Sun 6.30	16 Dec	Mayor of Reigate & Banstead - Civic Carol Service	Mayor & Mayoress
Mon 12.30	17 Dec	Sevenoaks Place and Lambarde Cottages Christmas Meal in the School Dining Hall	Mayor
Tues 4.30	18 Dec	Tonbridge Grammar School - Annual Prizegiving	Mayor & Mayoress
Tues 6.00	18 Dec	Knole Academy - Christmas Concert	Deputy Mayor
Thurs 6.00	20 Dec	Call in at Staff Christmas Dinner at Donnington Manor	Mayor
Fri 11.30	21 Dec	Senior Carol Concert at Tonbridge Grammar School	Mayor & Mayoress
Fri 5.30	21 Dec	Close to Hand - Beaver and Scouts visit to Lavender Fields Care Home	Mayoress
Fri 7.15	21 Dec	Lydian Orchestra - Christmas Concert in The Pamoja Hall, Sevenoaks School.	Mayor & Mayoress
Sun 4.00	23 Dec	St John the Baptist Church - Service of Nine Lessons	Mayor & mayoress

Day & Time	Date	Organisation & Event/Venue	Attending
Mon 11.15	24 Dec	Christmas Eve Service at St Nicholas Church, Sevenoaks	Mayor & Mayoress
Tues 10:00	25 Dec	Visit Sevenoaks Hospital for tour of the Wards	Mayor & Mayoress
Tues 12.00	25 Dec	Age UK Christmas Lunch at Hollybush Centre	Mayor & Mayoress
Sat 2.30	5 Jan	FOOTFALL Community Project Prize Awards at the Kaleidoscope Gallery	Mayor & Mayoress
Sun 9.00	6 Jan	Blessing of the Seas Ceremony - Mayor of Margate and Charter Trustees	Mayor
Fri 7.00	11 Jan	Mayor of Tunbridge Wells - Quiz Night	Mayor & Mayoress
Sat	19 Jan	Open Morning at Bat & Ball Station	Mayor
Sat 7.00	19 Jan	2158 Sevenoaks Squadron Burns Night Dinner at Hever Castle Golf Club	Mayor & Mayoress
Sun 4.30	20 Jan	Chance to Dance - First Performance of 2019 at the Stag Theatre	Mayor & Mayoress
Tues 7.30	22 Jan	Mayor of Tonbridge - Performance of Ladies in Lavender	Mayor & Mayoress
Wed	23 Jan	Chamber of Commerce Meeting in Westerham	Mayor
Thurs 6.45	24 Jan	Chairman SDC - Bowls Evening	Mayor & Mayoress
Fri 12.00	25 Jan	Staff Lunch in aid of Mayors Charity	Mayor & Mayoress
Sat 7.00	26 Jan	Mayor of Ashford - Songs & Opera from London Shows/Dinner	Mayor & Mayoress
Tues 8.00	29 Jan	Rivermere Residential Home - Networking Breakfast	Mayor
Thurs 5.30	31 Jan	Oxford School - Private Viewing of Art Exhibition at the Kaleidoscope Gallery	Cllr Raikes & Mrs Raikes
Sat	2 Feb	Firewalk in the Vine Gardens	Mayor
Wed 6.00	6 Feb	Mayor of Dartford - Fine Dining Event at the Telescope Bistro	Mayor & Mayoress
Fri 7.00	8 Feb	Mayor of Bromley - Quiz Night	Mayor & Mayoress
Sat 6.45	9 Feb	Quiz Night at the Community Centre	Mayor & Mayoress
Mon 4.00	11 Feb	Dorothy Parrott Meeting in the Town Council Chamber	Mayor
Tues 7.00	12 Feb	Chairman KCC - Charity Dinner at London Beach Hotel	Mayor & Mayoress
Sat 10.00	16 Feb	Open Day at Bat & Ball Station	Mayor
Sat 7.00	16 Feb	Mayor of Gravesham - Charity Dinner	Mayor & Mayoress
Thurs 6.00	21 Feb	Terra Nostra Exhibition at the Kaleidoscope Gallery	Mayor & Mayoress

Day & Time	Date	Organisation & Event/Venue	Attending
Fri 9.00	22 Feb	Mayoral Breakfast - Café on the Vine	Mayor
Fri 7.15	22 Feb	Mayor of Maidstone - Quiz Night	Mayor & Mayoress
Sun 3.00	24 Feb	Chairman Sevenoaks District Council - Civic Service at West Kingsdown	Mayor & Mayoress
Sun 6.00	24 Feb	KENT International Piano Courses Final Concert and Prizegiving at Tonbridge School;	Mayor & Mayoress
Mon 11.00	25 Feb	Knole House - Knole Showrooms Open Day	Mayor & Mayoress
Thurs 10.45	28 Feb	No.8 Bus Photoshoot at Aldi with Cllr Mrs Margaret Crabtree	Mayor
Thurs 7.00	28 Feb	Mayor of Dartford - Greek Meal	Mayor & Mayoress
Fri 10.00	1 Mar	Saint Hill Manor - South East England Group Visits Fair Did not attend Mayoress telephoned apologies	Mayor & Mayoress
Fri 6.30	1 Mar	Chairman Wealden DC - Civic Reception at Herstmonceux Castle	Mayor & Mayoress
Sun 10:00	3 Mar	Sevenoaks Three Arts Festival - Young Musician of the Year Competition	Mayor & Mayoress
Tues 9.00	5 Mar	McDonald's "Spring Clean" day	Mayor
Wed 12.00	6 Mar	Chairman Tandridge DC - Civic Lunch	Mayoress & Cllr Arnold
Sat 7.15	9 Mar	Kemsing Singers - Concert in The Space at Sevenoaks School	Mayor & Mayoress
Mon 9.45	11 Mar	Fly the Flag for Commonwealth Day - Town Council Offices	Mayor Cadet
Tues 11.00	12 Mar	Lord Lieutenant's Civic Service	Mayor & Mayoress
Wed 10.00	13 MAR	Guide Dogs Sevenoaks - Blindfold Walk	Mayor & Mayoress
Wed 6.00	13 Mar	Stag Youth Theatre presents FLESH	Mayor
Fri 9.00	15 Mar	Mayoral Breakfast at Bat & Ball Station	Mayor & Mayoress
Sat 7.30	16 Mar	Sevenoaks Players Performance of Brighton Beat at the Stag Plaza Suite	Mayor & Mayoress
Sun 10.00	17 Mar	Rotary 10k Run - Start the Races	Mayor
Sun 1.30	17 Mar	Mayor of Havering - Civic Service	Mayor & Mayoress
Sun 3.00	17 Mar	Sevenoaks Symphony Orchestra - Concert at the Stag	Deputy Mayor
Mon 12.00	18 Mar	Lord Mayor of Canterbury - Private Tour of Canterbury Cathedral	Mayor & Mayoress
Tues 7.30	19 Mar	Mayor of Medway - Production of "Shoe-Horn Sonata" at Rainham Oasthouse Theatre	Mayor & Mayoress
Wed	20 Mar	CIL Board Inspection at Bat and Ball Station	Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
Thurs 12.15	21 Mar	Chairman SDC - Charity Lunch at Mange Tout Restaurant, Knole Academy	Mayor & Mayoress
Fri 10.00	22 Mar	Litter Picking Clean Up Day in Bradbourne Vale Road	Deputy Mayor
Fri 7.00	22 Mar	Mayor of Faversham - Charity Ball	Mayor & Mayoress
Sat 12.30	23 Mar	Sevenoaks Soroptimists - President's Lunch at St Julians Club	Mayor & Mayoress
Sat 7.00	23 Mar	Guide Dogs Quiz Night	Mayor & Mayoress
Mon 4.30	25 Mar	Brownies Litter Picking - Pontoise Play area car park	Mayor
Mon 6.30	25 Mar	St Michael's School - Performance of Emil and the Detectives	Mayor & Mayoress
Tues 5.30	26 Mar	Sevenoaks District Beavers Bronze Awards	Mayor
Wed 5.00	27 Mar	Knole Academy - Annual Dance Show	Mayor & Mayoress
Thurs 11.00	28 Mar	Wildernes House - Official Opening	Mayor & Mayoress
Sat 7.15	30 Mar	D'Vine Singers - Fundraising Concert	Mayor & Mayoress
Tues 6.00	2 Apr	Cubs Silver Awards in Town Council Chamber	Mayor
Thurs 10.00	4 Apr	Town Council Clean Up Day	Mayor
Fri 9.00	5 Apr	Mayoral Breakfast at Wildernes House	Mayor
Fri 7.00	5 Apr	Mayor of Bromley - Dinner at the East India Club	Mayor & Mayoress
Sat 10.00	6 Apr	Town Council Clean Up Day	Mayor & Mayoress
Sat 11.30	6 Apr	Emily Jackson Open Day	Mayor & Mayoress
Sat 7.30	6 Apr	Henry Desmond Orchestra - Performance at the Stag Theatre	Mayor & Mayoress
Sat 7.30	6 Apr	Sevenoaks Philharmonic Society - Concert at St Nicholas Church	Deputy Mayor
Wed 10.00	10 Apr	Town Council Clean Up Day	Mayor
Wed 7.00	10 Apr	Mayor of Tonbridge and Malling - Meal at The Old Fire Station	Mayor & Mayoress
Thurs	11 Apr	Opening of Raleys Development	Mayor & Mayoress
Fri 7.00	12 Apr	End of Term Reception at Bat and Ball Station	Mayor & Mayoress
Fri 2.00	19 Apr	Mayor of Crowborough - Model Boat & Railway Event	Mayor
Sat 10:00	20 Apr	Easter Egg Hunt	Mayor & Mayoress
Wed 10.00	24 Apr	Tour of Knole House followed by Lunch in Sevenoaks	Mayor & Mayoress

Day & Time	Date	Organisation & Event/Venue	Attending
Fri 1.15	26 Apr	Deaf Walk and visit to Hi Kent Clinic in Hollybush Lane	Mayor
Fri 7.00	26 Apr	Mayor of Margate - Medieval Banquet	Mayor & Mayoress
Sat 7.00	27 Apr	Mayor of Tunbridge Wells - 60's Night	Mayor & Mayoress
Mon 4.00	29 Apr	Dorothy Parrott Meeting	Mayor
Wed 11.00	1 May	Luncheon at Chevening House	Mayor & Mayoress
Sat 1.00	4 May	PrintFest7 International Original Print exchange	Mayor & Mayoress
Sat	11 May	Ramble with the Mayor of Dartford from Sevenoaks to Dartford	Mayor



2018 - 2019

The Mayor of Sevenoaks Councillor Roderick Hogarth

Provisional Dates for Mayoral Events

May/June 2018 10 th June 2018 Civic Service at St Nicholas Church 30 th June 2018 Raise the Flag for Armed Forces Day	July 2018 Cocktail Party at Knole House 13 th July 2018	August 2018
September 2018	October 2018	November 2018 Cheese and Wine Evening Wednesday 21 st November
December 2018	January 2019 Staff Fundraising Lunch	February 2019 2 nd February 2019 Fire Walk Vine Gardens 9 th February 2019 Quiz Night at the Community Centre
March 2019	April 2019 Friday 12 th April End of Term Reception Wednesday 24 th April Tour of Knole House	May 2019 Wednesday 1 st May Luncheon at Chevening

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