

31st October 2023



You are summoned to attend a meeting of Sevenoaks Town Council's **PLANNING COMMITTEE**, to be held at **7pm** at the Town Council Chambers on **Monday 6th November 2023**.

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

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

Please note that the Planning Committee forward recommendations as a statutory consultee to the local Planning Authority, and therefore the final responsibility for approving or refusing an application rests with Sevenoaks District Council. Sevenoaks Town Council receives 25% of all Community Infrastructure Levy (CIL) payments made by developers to the District Council on new developments in Sevenoaks Town. [Click here](#) for full details as to when CIL is charged on a development, and [click here](#) to view applications from which Sevenoaks Town Council has received CIL contributions.

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

Town Clerk

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

Committee Members

Cllr Ancrum
Cllr Layne
Cllr Camp – **Chair**
Cllr Dr Canet
Cllr Clayton
Cllr Daniell
Cllr Dr Dixon
Cllr Granville

Cllr Gustard
Cllr Michaelides
Cllr O'Hara
Cllr Shea - Mayor
Cllr Skinner OBE
Cllr Varley – **Vice Chair**
Cllr Willis
Cllr Wightman

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

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



Town Clerk

PUBLIC QUESTION TIME

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

AGENDA

1 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 disclosures of interest from Members in respect of items of business included on the agenda for this meeting.

4 MINUTES (Pages 7-18)

a) To receive and agree the Minutes from the Planning Committee Meeting held on 23rd October 2023.

5 SEVENOAKS TOWN NEIGHBOURHOOD PLAN MONITORING AND IMPLEMENTATION GROUP MEETING DATE

a) To receive notice that the following date has been arranged for the next meeting of the STNP Monitoring and Implementation Group, which will take place prior to the scheduled Planning Committee meeting:

- **6pm Monday 4th December 2023 – Town Council Chambers, Bradbourne Vale Road, TN13 3QG**

b) To note that the Agenda, which will focus on Theme One of the STNP, will be published on 28th November 2023 via the below link:

https://www.sevenoakstown.gov.uk/STNP_Monitoring_and_Implementation_Group_45836.aspx

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6 APPEALS (Pages 19-25)

To receive notice that the following appeals were DISMISSED and planning permission refused by the Planning Inspector on 23rd October 2023:

- **APP/G2245/W/23/3317642: 22/03096/HOUSE – The Old Vicarage, High Street**
- **APP/G2245/Y/23/3317646: 22/03097/LBCALT – The Old Vicarage, High Street**

7 TEMPORARY ROAD CLOSURES: VARIOUS ROADS - REPORT ATTACHED: (Pages 27-28)

To receive and note a report summarising upcoming road closures within Sevenoaks Town, including diversion routes and website links for up to date information.

8 UPDATE ON TICKET OFFICE PROPOSALS CONSULTED ON WITH TRANSPORT FOCUS AND LONDON TRAVELWATCH (Pages 29-30)

To receive and note an update provided by Govia Thameslink Railway (GTR) on the outcome of the Summer 2023 public consultation which was run with Transport Focus and London Travelwatch on the future of ticket offices.

9 RESULTS OF STC'S CONSULTATION FOR ADDITIONAL PARKING RESTRICTIONS IN THE KEEP CLEAR AREA AT CLARE WAY, KIPPINGTON (Pages 31-32)

a) To receive and discuss responses received to STC's informal public consultation on its proposals for additional parking restrictions in the Keep Clear area at Clare Way - summary attached with comments circulated separately to maintain confidentiality. This consultation ran between 18th September 2023 – 16th October 2023, with leaflets delivered to all residences by Cllr Gustard and Cllr Daniell.

b) To discuss and decide next steps, including whether the proposals be amended or pursued via a Traffic Regulation Order for £2850.

10 SDC LOCAL PLAN 2040: UPCOMING PUBLIC CONSULTATION (Pages 33-34)

a) To receive notice that Sevenoaks District Council is due to hold the second part of its Regulation 18 consultation on the Local Plan 2040 between 23rd November 2023 – 11th January 2024. This consultation will focus on alternative methods of reaching the District's housing needs, including consideration of Green Belt sites.

b) To receive and note both a list and map showing sites within Sevenoaks Town which have been proposed for allocation within the Emerging Local Plan. These are due to approved for consultation by SDC's Development & Conservation (D&C) Advisory Committee, scheduled to meet on 31st October 2023.

c) To note that all other proposed consultation documents, also due to be approved by the D&C Advisory Committee, are available to view via the following link:

<https://cds.sevenoaks.gov.uk/ieListDocuments.aspx?CId=361&Mid=3141&J=1>

d) To note that further information and updates on the public consultation will be posted via the following link:

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

11 COMMUNITY RIGHT TO BID NOMINATIONS – ASSETS OF COMMUNITY VALUE

a) To consider nominating land above the Sevenoaks Wildlife Reserve through which the Darent Valley path cuts, as an Asset of Community Value.

b) To note nominations for previously agreed sites as proposed by the Planning Committee are currently being progressed, with opportunity to nominate further sites to be via a future Agenda Item once all current applications have been submitted.

12 TARMAC & KCC LIAISON GROUP TERMS OF REFERENCE AND TOWN COUNCIL MEMBERSHIP (Pages 35-42)

a) To receive and note the Terms of Reference for the Tarmac & KCC Liaison Group, with particular attention to section 5 – Membership. This allows two Sevenoaks Town Council members, in addition to any previous members of the former Quarry Liaison Group. (Pages 35-40)

b) To receive copy of correspondence from SDC Democratic Services Officer, which gives advice on the legality of Planning Committee members being part of the Liaison Group. (Pages 41-42)

c) To receive reminder that Cllr O'Hara, Cllr Shea, and Cllr Dr Canet have previously been nominated by the Town Council as its representative on this group, and to decide whether membership be reconsidered in light of SDC advice.

13 DECISION NOTICES ON PLANNING APPLICATIONS COMMENTED ON BY SEVENOAKS TOWN COUNCIL (Page 43)

a) To receive and note decisions made by Sevenoaks District Council on applications considered by Sevenoaks Town Council's Planning Committee – between the two weeks ending 30th October 2023.

14 PLANNING APPLICATIONS (Pages 45-48)

a) The meeting will be adjourned to enable members of the public, by prior arrangement, to speak on individual planning applications which are on the current agenda.

Members of the public wishing to speak and address the Planning Committee must register to do so with the Town Council by 12 noon on the date of the meeting.

stating that they wish to speak. The Town Council permits one person to speak in favour and one against each Planning Application on a first registered basis. For more details [see here](#).

b) The meeting will be reconvened to consider planning applications received during the two weeks ending 30th October 2023.

15 PRESS RELEASES

To consider any item in this report that would be appropriate for a press release.

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Minutes of the Sevenoaks Town Council PLANNING COMMITTEE meeting held on Monday 23rd October 2023 at 7:00pm at the Town Council Chambers. Livestreamed and available on You Tube until Minutes are accepted by Town Council Meeting:

<https://youtube.com/live/5f8WYuVX-mY>

Present:

Committee Members

Cllr Ancrum	Present	Cllr Gustard	Present
Cllr Layne	Present	Cllr Michaelides	Apologies
Cllr Camp – Chair	Present	Cllr O'Hara	Present
Cllr Dr Canet	Present	Cllr Shea – Mayor	Present
Cllr Clayton	Present, left at 8:04pm	Cllr Skinner OBE	Present, left at 7:26pm
Cllr Daniell	Present, arrived at 7:10pm	Cllr Varley – Vice Chair	Apologies
Cllr Dr Dixon	Present	Cllr Willis	Apologies
Cllr Granville	Present	Cllr Wightman	Present

Also in attendance:

Town Clerk

Planning Committee Clerk

Cllr Haslam, Seal Parish Council

PUBLIC QUESTION TIME

Seal Parish Council Councillor Haslam addressed the Committee with regards to Agenda Item [10] – Consideration of proposed double yellow lines at Ash Platt Road, under which he provided a background and additional information related to the proposals received by KCC from local residents.

421 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

422 DECLARATIONS OF INTEREST

Cllr Camp declared that she lives on the same road as the below proposed development, however that she does not know the applicant:

- [Plan no. 6] 23/02564/HOUSE – 48 The Crescent

423 DECLARATIONS OF LOBBYING

a) Representation from Sevenoaks Society was received and forwarded to Cllrs, objecting to the following Prior Approval application under Agenda Item 9:

- 23/02915/AGRNOT – Land South of Larches, Ashgrove Road

b) Representation was received and forwarded to Cllrs from Cllr Haslam on behalf of residents, providing clarification and background to the request to KCC for double parking lines at Ash Platt Road.

424 MINUTES

a) The Committee received the MINUTES of the Planning Committee Meeting held 9th October 2023.

It was RESOLVED that the minutes be approved.

b) The Committee received and noted the Minutes of the Sevenoaks Town Neighbourhood Plan (STNP) Monitoring and Implementation Group meeting, held on 27th September 2023.

c) The Committee received and noted the Minutes of the Sevenoaks Town Sports Strategy (STSS) meeting, held on 4th October 2023.

425 APPEALS

a) The Committee received notice that the following appeal had been submitted, against the conditions imposed by SDC on the original planning permission:

- **APP/G2245/W/23/3318386: 22/03345/MMA – Site of Summerhill, Seal Hollow Road**

b) It was noted that the Appeal is proceeding under Written Representations Procedure, therefore STC may provide additional comment or amend/withdraw previous representation. It was noted that this must be done by 13th November 2023.

c) It was noted that full details as to the Appeal can be viewed on the Appeal Portal via the following link:

<https://pa.sevenoaks.gov.uk/online-applications/appealDetails.do?activeTab=summary&keyVal=RRGPHPBK07J00>

d) Cllrs noted that one of the conditions being appealed was that which required the turning area to remain unobstructed. As the lack of turning area for a fire engine had been the primary subject of the Town Council's initial objection, it was **RESOLVED** that the Town Council reiterate its concerns to the Inspector. Cllr Clayton volunteered to collaborate with Town Council Officers to agree the wording of this objection.

426 PROPOSED DEPOSIT DOCUMENTS FOR AMENDMENT 53 A WAITING RESTRICTIONS ORDER

a) The Committee received and noted documents on public deposit from Kent County Council, giving notice of its intention to amend waiting restrictions affecting sections of the following road:

- Bosville Drive – On the southwest side, removing the time limited bays with shared residents parking from the boundary of 37/29 Bosville Drive for a distance of 6 metres in a south easterly direction.

b) It was noted that the full documentation, as well as the opportunity to respond to the proposed Order may be viewed via the below link, and that representation must be submitted by 12 noon on Monday 30th October 2023:

www.kent.gov.uk/highwaysconsultations

427 KENT BUS SERVICE CHANGES BULLETIN COVERING SEPTEMBER – DECEMBER 2023

a) The Committee received and noted a summary provided by KCC identifying bus service changes registered by an operator to take place between September and December 2023.

b) It was noted that further information as to these changes can be found via the following website:

<https://www.kent.gov.uk/roads-and-travel/travelling-around-kent/bus-travel/bus-services-in-kent>

428 COMMUNITY RIGHT TO BID NOMINATIONS – ASSETS OF COMMUNITY VALUE

a) The Committee received and noted a summary of the Community Right to Bid scheme provided by Cllr Shea, and subsequent proposed nomination by Cllr Willis of the area by 9 Crownfields.

b) The Planning Committee Clerk's response as to the site's perceived viability for registration as an Asset of Community Value was noted, with the site being unviable due to its status as belonging to a residential property.

429 NOTIFICATION OF PRIOR APPROVAL APPLICATION

a) Councillors noted that SDC had received a Prior Approval application for the formation of an agricultural access on Land South of Larches, Ashgrove Road.

b) It was noted that Sevenoaks Town Council had not been formally consulted on the application due to its being considered under General Permitted Development rights.

c) The Committee received and noted a copy of Sevenoaks Society's objection to the application, primarily on the grounds that they do not consider it to be valid for consideration under Part 6 of the Town and County Planning General Permitted Development Order 2015.

d) Cllr Gustard summarised the planning application of the site, with a previous planning application having been made and subsequently withdrawn for a gated access. She proposed that, although STC had not been formally consulted, that it reiterate to SDC its previous concerns of a gated access via the narrow lane on highway safety.

e) It was **RESOLVED** that STC write to SDC in support of Sevenoaks Society's objections, in addition to reaffirming its previous concerns for highway safety and requesting that the proposals be resubmitted as a FUL application to allow for full consultation.

430 CONSIDERATION OF PROPOSED DOUBLE YELLOW LINES AT ASH PLATT ROAD

a) This Item was moved further up the Agenda and considered after Public Question Time. This as per Standing Order 10.a.viii whereby the order of business of the Agenda may be changed without prior written notice.

b) Councillors received and noted a copy of correspondence between Officers from Seal Parish Council and Kent County Council, in addition to a further letter which had been forwarded by Seal Parish Council Cllr Haslam on behalf of local residents. This regarding a request for parking restrictions on Ash Platt Road.

c) Councillors considered and were supportive of the request, in particular:

- Cllr Haslam's recommendation that, should the Town Council add it to their Highway Improvement Plan (HIP), it not prescribe the type of restrictions and where they be placed. Councillors agreed that it should allow KCC, as the highway authority and with trained specialists, to decide the most appropriate solution.
- The proposal for double yellow lines at the corners of road entrances, which Cllrs noted is a solution successfully applied at other roads near school drop-off points
- For STC to collaborate and consult with both KCC and SDC, as well as Seal Primary School and the nearby Seal Hollow Road site and any school travels plans they have, to find a mutual compromise for parents and residents.

d) It was **RESOLVED** that the Town Council add a request for parking restrictions to be investigated at Ash Platt Road in collaboration with residents and nearby schools to its HIP, and that STC write to KCC in support of the current proposals.

431 DECISION NOTICES ON PLANNING APPLICATIONS COMMENTED ON BY SEVENOAKS TOWN COUNCIL

a) The Committee received and noted details within the report, which notified of decisions made by Sevenoaks District Council on applications considered by STC's Planning Committee, received during the two weeks ending 16th October 2023.

432 PLANNING APPLICATIONS

(a) No members of the public registered to speak on individual applications.

(b) The Committee considered planning applications received during the two weeks ending 16th October 2023. It was **RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

433 PRESS RELEASES
None.

There being no further business the Chair closed the meeting at 8:12pm.

Signed
Chair

Dated

Planning Applications Considered

Applications considered on 23-10-23

1	Plan Number	Planning officer	Town Councillor	Agent
	23/01379/FUL	Sean Mitchell 27/10/2023	Cllr Skinner	Open Architecture
Applicant		House Name	Road	Locality
Mr M Jenn			93 Hitchen Hatch Lane	St Johns
Town		County	Post Code	Application date
				06/10/23
23/01379/FUL - Amended plan				
Extension and renovation (including fenestration updates) of existing building to allow for 3 additional flats. Demolition of existing garage to facilitate the erection of new build block containing 4 flats and under croft parking area. Landscape alterations. A summary of the main changes are set out below: Bat survey report.				
<i>Comment</i>				
Sevenoaks Town Council recommended approval.				

2	Plan Number	Planning officer	Town Councillor	Agent
	23/02186/FUL	Samantha Simmons 30/10/202	Cllr Granville	Haskins Design Ltd
Applicant		House Name	Road	Locality
Mr Shefik		3 Station Parade	London Road	Town
Town		County	Post Code	Application date
				09/10/23
23/02186/FUL - Amended plan				
Change of use from Class E (commercial) to 2 residential apartments (Class C - residential) to the rear of the property with associated bin stores and cycle stores. Minor revisions to the front elevation of the building. Change of use of the front section of the building from an Art Gallery to a café and hot food takeaway and access to proposed flats. A summary of the main changes are set out below: Construction management plan as requested by KCC Highways team.				
<i>Comment</i>				
Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied with the change of use proposals, with the noise, odour and sunlight reports, and with the access arrangements to the rear of the property.				

Planning Applications Considered

Applications considered on 23-10-23

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02246/FUL	Abbey Aslett 03/11/2023	Cllr Gustard	DHA Planning
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs McDowell		Stables West of Ashgrove Cott	Gracious Lane	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				13/10/23

23/02246/FUL - Amended plan

Conversion of the stable building to create a new 1-bedroom self-contained dwelling with associated parking, private garden, and landscaping. Access gate.

A summary of the main changes are set out below:

Correction to the height of the existing stables and the proposed dwelling.

Comment

Sevenoaks Town Council recommended refusal on the grounds that it would set an unwelcome precedent in the Area of Outstanding Natural Beauty.

Informative:

Sevenoaks Town Council also recommended that Planning Officers look at removing the permitted development on this agricultural building and other similar buildings in the vicinity.

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02371/MMA	Samantha Simmons 27/10/202	Cllr Gustard	Smart Architecture Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Golding		Oak Croft	West Heath Lane	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				06/10/23

23/02371/MMA - Amended plan

Amendment to 22/00221/FUL.

A summary of the main changes are set out below:

Block plan updated to reflect roof height and roof design changes to the scheme.

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied with the amendment.

5	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02444/FUL	Christopher Park 27/10/2023	Cllr Granville	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr M Thompson-Nurse			116 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				06/10/23

Installation of an electric car park barrier at rear.

Comment

Sevenoaks Town Council recommended refusal, unless the Planning Officer is satisfied that Kent Highways' comments can be addressed for pedestrian and traffic safety.

Planning Applications Considered

Applications considered on 23-10-23

6	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02564/HOUSE	Samantha Simmons 31/10/2023	Cllr Layne	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms T Lampart			48 The Crescent	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				10/10/23
Demolition of existing single storey extension, replaced with new rear single storey extension. New roof and rooflight.				

Comment

Sevenoaks Town Council recommended approval.

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02732/MMA	Anna Horn 31/10/2023	Cllr Camp on behalf of Cllr Gra	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr S Booth			40 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				10/10/23

23/02732/MMA - Amended plan

Amendment to 20/03396/LBCALT.

A summary of the main changes are set out below:

The applicant has provided an updated supporting heritage statement to provide:

- Details of the ceilings
- Details of the amended bricks on the frontage
- Details of replacement doors due to disposal of asbestos
- This document is to replace the previous two separate statements.

Comment

Sevenoaks Town Council recommended refusal on the following ground, unless the Planning Officer and Conservation Officer are satisfied with the amendments:

- That the designs are not in keeping with the character and heritage of the building.

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02754/FUL	Abbey Aslett 24/10/2023	Cllr Shea	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mrs T Shayler			30 Swanzy Road	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/10/23

Demolition of existing garage and conservatory and the erection of an attached new dwelling.

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied with the parking arrangements and that there will be no loss of amenity to neighbours.

Informative:

Parking at this location is under high pressure with an average of two vehicles per building, in addition to there being no turning head at the end of the road.

Planning Applications Considered

Applications considered on 23-10-23

9	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02775/HOUSE	Stephanie Payne 30/10/2023	Cllr Ancrum	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr S Tomkins			1 Pinewood Avenue	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				09/10/23
Erection of large detached garage to replace existing dilapidated structures, and erection of new fence to garden boundary.				

Comment

Sevenoaks Town Council recommended refusal on the following grounds:

- That the fence and its decoration which have been installed without planning permission are contrary to Sevenoaks Town Neighbourhood Plan Policy L1 which promotes ecological networks such as hedgehog holes in fences,
- That the removal of the hedge is contrary to Sevenoaks Town Neighbourhood Plan Policy L4, which requires existing trees and hedgerows to be retained where possible, and further states that removal of trees and hedgerows should be justified, with any lost through development to be replaced within, or in close proximity to the site.

Informative:

Sevenoaks Town Council recommended that, if the Planning Officer is minded to approve the garage in its reduced form, the paving be conditioned to be porous, and that the garage be enured to the main dwelling and restricted from being used for residential purposes. The Town Council also requested that the removed hedge be reinstated.

10	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02806/HOUSE	Stephanie Payne 30/10/2023	Cllr Daniell	Cobden Architectural Desi
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr C Mattocks		12 Clenches Farm	Clenches Farm Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				09/10/23
Replacing front facing two rooflights with new dormer with window. Three new rooflights to flank roof. New rooflight to rear roof.				

Comment

Sevenoaks Town Council recommended approval subject to the conditions set by the Conservation Officer being followed.

11	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02821/FUL	Anna Horn 06/11/2023	Cllr Gustard	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr S Ingram		West Heath School	Ashgrove Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				16/10/23
Removal of corrugated asbestos roof on OT/Dance studio area of school. Install new slated roof to match others.				

Comment

Sevenoaks Town Council recommended approval subject to Planning Officer and the Environmental Health Officer being satisfied with the safety measures proposed for the removal and disposal of the asbestos.

Planning Applications Considered

Applications considered on 23-10-23

12	<i>Plan Number</i> 23/02833/ADV	<i>Planning officer</i> Abbey Aslett 27/10/2023	<i>Town Councillor</i> Cllr Granville	<i>Agent</i> N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr T Utting			2-3 Dorset Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				06/10/23
Shop front sign.				

Comment

Sevenoaks Town Council recommended refusal, unless the Conservation Officer's concerns with the proposal can be resolved.

Informative:

E-cigarettes are a serious health hazard. The Town Council considers that this proposal would amount to the equivalent of a large street advertisement in a narrow historic street.

13	<i>Plan Number</i> 23/02872/LBCALT	<i>Planning officer</i> Anna Horn 30/10/2023	<i>Town Councillor</i> Cllr Granville	<i>Agent</i> Miss Kayleigh Buttigieg
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr T Nisbet		Knole House	Knole Lane	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				09/10/23
New structural works to strengthen the North Cellar ceiling at Knole.				

Comment

Sevenoaks Town Council recommended approval provided the Conservation Officer is content with the proposal.

14	<i>Plan Number</i> 23/02879/CONVAR	<i>Planning officer</i> Abbey Aslett 31/10/2023	<i>Town Councillor</i> Cllr Daniell	<i>Agent</i> Colin Smith Planning Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Cronin		Oakbourne	5 Oakhill Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				10/10/23

Variation of condition 4 (permitted development - garage) of 00/02096/FUL for Erection of new detached double garage and conversion of existing garage into living accommodation as amended by plans received with letter dated 10.11.00 to be used fully as living accommodation.

Variation of condition 4 (PD rights) of Condition Number(s): Condition 4 Conditions(s)

Removal: See Covering letter

The use of the garage shall be for storage and residential accommodation, and the building shall not be sold off or separated from the title of 5 Oakhill Road.

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 23-10-23

15	Plan Number 23/02885/HOUSE	Planning officer Abbey Aslett 31/10/2023	Town Councillor Cllr Daniell	Agent Robinson Escott Planning
Applicant		House Name	Road	Locality
Mr & Mrs Bourne			82 Brattle Wood	Kippington
Town		County	Post Code	Application date
				10/10/23
Introduction of PV solar panels on roof of existing flat roof garage.				

Comment

Sevenoaks Town Council recommended approval.

16	Plan Number 23/02902/HOUSE	Planning officer Summer Aucoin 02/11/2023	Town Councillor Cllr Dr Canet	Agent Arkiplan Architectural Ltd
Applicant		House Name	Road	Locality
P Halfacre			30 Robyns Way	Northern
Town		County	Post Code	Application date
				12/10/23
Single storey rear extension.				

Comment

Sevenoaks Town Council recommended approval.

17	Plan Number 23/02913/HOUSE	Planning officer Abbey Aslett 03/11/2023	Town Councillor Cllr Dr Dixon	Agent Harringtons 2006
Applicant		House Name	Road	Locality
Mr & Mrs Figaredo & Alvarez			6 Merlewood	St Johns
Town		County	Post Code	Application date
				13/10/23
Demolish garage, and erect two storey front and side extension, new bay window to front elevation, replacement roof raising ridge with gable to rear and rooflights, single storey rear extension, change elevational treatments and replacement fenestration.				

Comment

Sevenoaks Town Council recommended approval on the following conditions:

- That the conditions attached to 22/02147 are repeated on this planning application,
- That the Planning Officer and the Environmental Health Officer are satisfied that the proposed heat pump does, indeed, meet the appropriate noise limits.

18	Plan Number 23/02931/FUL	Planning officer Stephanie Payne 06/11/2023	Town Councillor Cllr Granville	Agent Open Architecture
Applicant		House Name	Road	Locality
Mr D Shrimpton		ECA Court	24-26 South Park	Town
Town		County	Post Code	Application date
				16/10/23
2 x air conditioning units with associated screening.				

Comment

Sevenoaks Town Council recommended approval, provided that the Planning Officer and Environmental Health Officer are satisfied with the noise impact assessment.

Planning Applications Considered

Applications considered on 23-10-23

19	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02947/HOUSE	Stephanie Payne 06/11/2023	Cllr Gustard	Ideaplan
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr R Johnson			7 Downsview Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				16/10/23
Two rear dormer balconies.				

Comment

Sevenoaks Town Council recommended approval subject to Planning Officer being satisfied there is no loss of amenity to neighbours.

Appeal Decisions

Site visit made on 10 October 2023

by **J Bowyer BSc(Hons) MSc MRTPI**

an Inspector appointed by the Secretary of State

Decision date: 23 October 2023

Appeal A: APP/G2245/W/23/3317642

The Old Vicarage, High Street, Sevenoaks, Kent TN13 1JD

- The appeal is made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission.
 - The appeal is made by Mrs Lyn Goddard against the decision of Sevenoaks District Council.
 - The application Ref 22/03096/HOUSE, dated 8 November 2022, was refused by notice dated 3 January 2023.
 - The development proposed is rear extension with internal and external alterations.
-

Appeal B: APP/G2245/Y/23/3317646

The Old Vicarage, High Street, Sevenoaks, Kent TN13 1JD

- The appeal is made under section 20 of the Planning (Listed Buildings and Conservation Areas) Act 1990 against a refusal to grant Listed Building Consent.
 - The appeal is made by Mrs Lyn Goddard against the decision of Sevenoaks District Council.
 - The application Ref 22/03097/LBCALT, dated 8 November 2022, was refused by notice dated 3 January 2023.
 - The works proposed are rear extension with internal and external alterations.
-

Decisions

Appeal A

1. The appeal is dismissed.

Appeal B

2. The appeal is dismissed.

Preliminary Matters

3. The proposal relates to a listed building which is within a conservation area and within the vicinity of other listed buildings. I have therefore had special regard to sections 16(2), 66(1) and 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 ('the Act').
4. The Council's reasons for refusal of both of the applications which are the subject of these appeals refer to harm to the setting of surrounding listed buildings. However, such effects are not relevant to the determination of an application for listed building consent. I have considered Appeal B accordingly.
5. In respect of Appeal A, the Council's evidence records a number of listed buildings in the vicinity of the site. However, while the reason for refusal refers to 'listed buildings' (plural), it is only in relation to the Church of Saint Nicholas that any particular concerns have been clearly articulated in the Council's submissions. From the evidence before me and my observations at my visit, I

consider that the Church of Saint Nicholas is the only nearby listed building that may be affected. I have determined Appeal A on that basis.

6. Since the appeals were submitted, the Council granted planning permission and listed building consent for a proposal described as 'Rear extension with internal and external alterations. Alterations to roof. Rooflights'¹ ('the Approved Scheme'). The main parties have been able to comment on the relevance of the Approved Scheme to the current appeals, and I have taken the comments made into account.

Main Issues

7. The main issues are:
 - (a) the effect of the proposal on the special interest of the Grade II listed building, 'The Old Vicarage' (Ref: 1086022), and any of the features of special architectural or historic interest that it possesses;
 - (b) the effect of the proposal on the setting of the Grade II* listed building, 'Church of Saint Nicholas' (Ref: 1204351); and
 - (c) the effect of the proposal on the character and appearance of the Sevenoaks High Street Conservation Area.

Reasons

The Old Vicarage

8. The appeal property is located on the High Street within the Sevenoaks High Street Conservation Area ('the CA'). Rectory Lane runs along the southern boundary of the site, beyond which is the Church of Saint Nicholas.
9. The Old Vicarage was first listed in 1951. It dates to the early 18th century, and includes a main two-storey element with a ridge tiled roof over a stucco front elevation with a regular arrangement of sash windows. The rear elevation of the building is less ordered, comprising elements which vary in massing and with some differences in the arrangement and proportions of the fenestration, though a full-height projecting stair tower with an octagonal roof is the most striking element. There is a two-storey projection with a shallow monopitch roof set to the north side of the building which the appellant's Heritage Impact Assessment suggests dates to the late 18th Century. Beyond this and stepping forward of it and the main front elevation is a single-storey post-war extension with a flat roof which links to a single-storey structure positioned on the boundary with Well Cottage at an angle to the main part of the building. The main parties indicate that this structure was a former coach house, believed to be of a similar date to the main house. It is now in use as part of the dwelling.
10. Despite the later interventions, the largely symmetrical composition and proportions of the main two-storey part of the building remain legible. With the elegant detailing and features such as the roof with dormers and stair tower, this provides for architectural interest and gives the building a distinctive character and appearance and an impression of status. The former coach house has been subject to past alterations including the insertion of a rooflight in the plain clay tile roof, partial rebuilding, and painting of the exterior rear wall as well as being linked to the main house. However, while it is no longer detached or immediately recognisable as a coach house, its simple form, modest scale

¹ Application refs 23/00605/HOUSE and 23/00606/LBCALT.

and more muted detailing remain legible and point to its historic status as a subordinate structure to the main house. There is also some evidential value and architectural interest in the remaining historic fabric and plan form, albeit that this has been diminished by previous alterations.

11. Given the above, I find the special interest of the listed building, insofar as it relates to these appeals, to be primarily associated with its architectural form and composition, and the evidential value of the standing structures and their historic relationship to one another. Further interest derives from its historic function in association with the neighbouring Church of St Nicholas, with which it retains a strong visual connection.
12. The Council has not raised objections to alterations proposed to the modern single storey flat roof projection at the front of the former coach house. These alterations would not entail the loss of historic fabric, and the detailing including the external materials and the proportions and arrangement of the windows would complement the host building. Given these factors, I am satisfied that these elements of the proposal would at least preserve the special interest of the listed building.
13. The proposal also seeks to increase the width of the rear part of the former coach house. The extension would have a flat roof which would wrap around to the rear of the structure where the existing hipped roof would be cut back. Adjoining the rear of the coach house structure would be a new single-storey extension with a pitched roof.
14. The rear extension would be on part of the site formerly occupied by a lean-to garage, now demolished, and separation would be maintained between the extensions and the side of the two-storey part of the host building. However, the new rear extension would be wider than the increased width of the coach house structure. It would also be notably higher, with a roof which would be taller than its ground-floor level and which would reach nearly the same height as the eaves to the main building. The resulting bulk and mass of the pitched roof would be significant, and would appear markedly larger than the retained roof to the former coach house. The height above this structure would further exacerbate the imposing nature of the rear extension, and it would be decidedly more prominent than the former coach house. This relationship of increased prominence towards the rear would significantly undermine the historic elevational hierarchy and the scale of the rear extension would be jarring given its position. It would also notably reduce the impression of the built form at the side of The Old Vicarage as being subservient to the main building.
15. Moreover, there would be an unusually large feature window to the side of the extension that would project awkwardly up through the eaves to be inset in part of the roof. Although existing glazing already suggests the domestic use of the former coach house, the feature window would dominate the side elevation facing towards The Old Vicarage. It would erode the existing simplicity and subservient ancillary quality of the development to the side of the listed building, and introduce a highly incongruent feature at odds with the existing fenestration that would distract from the architectural quality of the building as a whole.
16. The proposal also includes the removal of sections of brickwork to the rear and side wall and alterations to the roof of the former coach house. The side wall

closest to The Old Vicarage is not historic, and the roof has been previously altered including through the insertion of a rooflight. In addition, the appellant indicates that the rear wall of the structure has been partly rebuilt to the south western corner and I saw at my visit that an opening has been bricked up. Some of the fabric that would be affected is historic, but in its altered state it makes a relatively limited contribution to the special interest of the listed building. The extent of historic fabric affected would also be modest, and the appellant proposes that bricks would where possible be reused in the extensions. The displacement of historic fabric would inevitably result in some harm to the special architectural and historic interest that the building possesses and undermine its authenticity, but I find given these factors that the effect would be very limited.

17. That said, while the fabric within the side wall may be modern, the appellant does not dispute that it follows the line of the earlier building. This line would not be replicated in the proposal and, in combination with the existing front extension, the proposal would effectively lead to the enclosure of the former coach house by extensions to 3 sides, including the new pitched roof extension of significant bulk and mass projecting from its rear. The special interest deriving from the former coach house may be limited in comparison to the features such as the butt purlin roof, staircase and tower of the main part of the listed building. Even so, the ability to appreciate the historic form, layout and use of the former coach house and its past relationship with the main building would be reduced. I find that the contribution, albeit modest, that it makes to the special interest of the listed building would be diminished as a result.
18. Although of lesser height and footprint than the host building, I find for the above reasons that the extensions to the former coach house would appear over-large and discordant. The overall balance and hierarchy of the listed building would be significantly distorted by the proposal and there would be harm to its legibility and architectural form. Irrespective of the fact that the building has been subject to varied previous interventions, I therefore find that the proposal would fail to preserve the special interest of the listed building and would cause it harm.

Church of Saint Nicholas

19. The Church of Saint Nicholas was listed in 1951. It has a prominent tower with cupola, and largely perpendicular form with a ragstone exterior with an imposing stained glass window in the gable end fronting the High Street. The listing description states that the north aisle is part of the original 13th Century church, although the Sevenoaks High Street Conservation Area Appraisal and Management Plan 2008 ('the CAA') indicates that there was a church on the site from the late 11th Century or earlier.
20. The churchyard provides for an open setting to the Church which contrasts with the more enclosed character of much of the nearby development. In addition to providing for views of the building allowing an appreciation of its proportions and architecture, this enhances its impression of importance as a parish church and provides for a degree of tranquillity around it. The Old Vicarage is separated from the churchyard by Rectory Lane but is visible together with the Church in views including from the High Street, and is also appreciable in some views from the churchyard. It has a clear historic functional link with the

Church and is set back from the High Street within spacious grounds which reinforce the open character around the Church and its status. Given the above, I find the setting of the Church, insofar as it relates to the current proposal, to be primarily associated with the spacious surroundings and former purpose of The Old Vicarage as an attendant building intended to serve the function of the Church and that this directly contributes to the special interest of the Church as a listed building.

21. Vegetation and the wall along the boundary of the site with Rectory Lane would provide for some screening of the extensions. However, vegetation cannot be relied on to provide screening of a permanent feature in the long term and it was, in any case, apparent from my visit that there would be some partial views of the extensions from the Church and churchyard as well as from Rectory Lane close to the vehicular access to the site. I acknowledge that opportunities for concurrent public views of the extensions together with the Church would not be readily available, but there would be points from which the Church and the extensions could each be seen. There would also be views from within the site of the proposal together with glimpses of the Church. The extensions would therefore intrude on the setting within which the Church is experienced and which contributes to its significance.
22. I have found that the height and over-large scale of the rear extension and unsympathetic feature window breaking through the eaves to the former coach house roof would result in an incongruous and unduly dominant feature. As well as unbalancing the host building and drawing attention away from it, this would distract from the Church and would disrupt the relationship between the buildings. The physical presence of the height and bulk of the rear extension would also diminish the openness on the site which contributes to the impression of spaciousness around the Church, albeit that I accept the overall effect would be of very limited magnitude. In these ways, I find that the proposal would be detrimental to the setting of the Church of Saint Nicholas thereby causing harm to its special interest.

Sevenoaks High Street Conservation Area

23. The CA is focused around the High Street and includes a rich mix of buildings of a range of ages, architectural styles and often locally distinctive materials. Buildings are in many cases positioned closely together which provides for a sense of enclosure to streets. However, open spaces including around the Church of Saint Nicholas which is itself a focal point of the CA provide for some notable areas of visual relief and contrast. The pattern of development, together with the generally high quality architecture and attractive diversity of many of the buildings add much to the character and appearance, and thus significance of the CA.
24. The CAA notes that the stuccoed façade of The Old Vicarage contrasts with the red brick and ragstone of other buildings in the High Street and that it is a visually important building at a transition point between the open character around the Church and the tight enclosure to the south. Given the above, I find the significance of the CA, insofar as it relates to the appeals, to be primarily associated with the architectural interest and quality of The Old Vicarage and its historic function and relationship with the Church as well as the spacious grounds which enhance the openness of this section of the CA.

25. The extensions would not be readily visible from the High Street, but I have already noted that there would be some views from Rectory Lane as well as from the churchyard. In these views, the height and scale of the rear extension would be unduly dominant against the host building, and would cause some limited erosion of the spaciousness on the site which is part of the transition between the open character around the Church and the tighter urban grain to the north. The feature window would further be incongruous against the architecture of the host building and traditional forms in the CA. The effect would be very localised and of limited magnitude, but I consider for these reasons that the proposal would fail to preserve the character and appearance of the CA with harm to its significance.
26. The Council's report on the Appeal A application suggests that the effect on the street scene would be acceptable, but the accompanying assessment refers particularly to the High Street. I agree that the High Street streetscene would not be harmed by the proposal, but the CA encompasses a wider area. Under the issue of 'design, form and proportions' the Council's report also comments that the development would sit comfortably on the plot and that changes to windows and doors would minimally impact the character of the dwelling. I agree with the appellant that the Council's assessment of this issue is not wholly consistent with its assessments of effects on the CA. Nevertheless, this inconsistency does not alter my conclusion, reached having regard to all of the evidence before me and my own observations.

Heritage Balance and Conclusions

27. I have found that the proposal would fail to preserve the special interest of the host listed building. It would also fail to preserve the character and appearance of the CA, and there would be harm to the significance of the Church of Saint Nicholas through adverse changes to its setting.
28. The National Planning Policy Framework 2023 ('the Framework') advises that when considering the impact of development on the significance of designated heritage assets, great weight should be given to the asset's conservation. It goes on to advise that any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification.
29. In this case, the degree of harm to each of the assets would be less than substantial bearing in mind its extent and how it would affect their significance. Nevertheless, while the harm in each case would be less than substantial, I give it considerable importance and weight.
30. Where a proposal will lead to less than substantial harm to the significance of a designated heritage asset, the Framework advises that this harm should be weighed against the public benefits of the proposal, including, where appropriate, securing its optimal viable use.
31. The alterations to the modern single-storey extension at the front of the former Coach House would complement the listed building, but the degree of enhancement to its appearance as seen from the High Street would be very modest. The appellant also refers to the exposure of the internal roof form of the former coach house over the kitchen which would enable a greater appreciation of the structure and narrative of the building. However, at the same time the proposal would see fairly significant alterations to the existing

structure of the roof through cutting it back and the creation of gable ends. I find that the extent of the heritage benefits of the proposal would be limited, and far outweighed by the adverse effects that I have identified.

32. The proposal would offer additional and enhanced living accommodation for occupiers of the site. However, this is a mainly private benefit. The appellant highlights that the angle of the rear wall to the former coach house is a constraint to the scheme which cannot be overcome with retention. Be that as it may, there is no firm evidence before me to demonstrate that the continued viable use of the appeal property as a residential dwelling is dependent on the proposal as the building has an ongoing residential use that would not cease in its absence. I find that the public benefits of the proposal would be insufficient to outweigh the harm that I have identified to the listed buildings and to the CA.
33. The Approved Scheme would result in a similar extent of alterations to historic fabric as the current proposal. However, that is not in itself a public benefit. Moreover, the roof to the new rear extension in the Approved Scheme would be significantly lower than the one proposed, and would have asymmetric hipped sections to the front and rear rather than gable ends. Although of similar footprint, these factors would notably reduce the overall bulk, mass and prominence of the extensions. The Approved Scheme also omits the feature window breaking through the eaves of the roof and while the overall extent of glazing may be slightly greater, the positioning of the Approved Scheme windows below the eaves would be more typical and would lessen their visual impact. The extent of alterations to historic fabric may be comparable, but I consider having regard to these differences that the cumulative effects of the current proposal on the host listed building, the setting of the Church of Saint Nicholas and on the CA would be materially different to the Approved Scheme.
34. Given the above, and in the absence of any significant public benefit, I conclude that the proposal would fail to preserve the special interest of the Grade II listed building, The Old Vicarage and the significance of the Sevenoaks High Street CA. Furthermore, there would be harm to the setting and thus significance of the Church of Saint Nicholas, a Grade II* listed building. The proposal would fail to satisfy the requirements of the Act and the Framework. There would also be conflict with Policy EN4 of the Sevenoaks Allocations and Development Management Plan 2015 which sets out that proposals that affect a heritage asset, or its setting, will be permitted where the development conserves or enhances the character, appearance and setting of the asset. As a result, the Appeal A proposal would not be in accordance with the development plan when it is read as a whole, and material considerations do not indicate that a decision contrary to the development plan should be reached.

Conclusion

35. For the reasons given above, I conclude that both appeals should be dismissed.

J Bowyer

INSPECTOR

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- 1 TEMPORARY ROAD CLOSURE – BRITTAINS LANE: 13TH NOVEMBER 2023
 - a) Brittain's Lane will be closed outside Lismoyne on 13th November 2023 between 9:30am and 2pm, with pedestrian access maintained.
 - b) The alternative route is via Brittain's lane, A224 Amherst Hill/London Road/Tubs Hill/High Street, Oak Lane and vice versa.
 - c) Up to date information on these works can be found via the following link:
<https://one.network/?tm=135337455>
- 2 TEMPORARY ROAD CLOSURE – HILLINGDON AVENUE: 16TH NOVEMBER 2023 FOR 5 DAYS
 - a) Hillingdon Avenue will be closed outside number 4A for five days from 16th November, with pedestrian access maintained.
 - b) The alternative route is via Hillingdon Avenue, B2019 Seal Hollow Road, Bayham Road, Quakers Hall Lane, A225 St Johns Hill, A25 Seal Road and vice versa.
 - c) Up to date information on these works can be found via the following link:
<https://one.network/?tm=135320241>
- 3 TEMPORARY ROAD CLOSURE – JUNCTION 5 OF THE M25 (A21 SEVENOAKS) 18TH NOVEMBER 2023
 - a) The M25 junction 5 clockwise carriageway between the A21 and M26 will be closed between 10pm Saturday 18th November 2023 until 5:30am Monday 20th November 2023.
 - b) The alternative route is via continuing along the A21 southbound, turning around at Morley's Roundabout to join the A21 northbound and return to M24 junction 5.
 - c) Up to date information on these works can be found via the following link:
<https://www.google.com/maps/d/viewer?mid=1tiZQomAEJI1QIUh9J2wA8DhBxLZzb5Y&usp=sharing>
- 4 TEMPORARY ROAD CLOSURE AND SUSPEND ONE WAY – BETHEL ROAD: 20TH NOVEMBER 2023 FOR 4 DAYS
 - a) Bethel Road will be closed outside number 34 and the One Way suspended for 4 days from 20th November 2023, with pedestrian access maintained.
 - b) The alternative route is via Bethel Road, Cedar Terrace Road, Holly Bush Lane, Bayham Road, Quakers Hall Lane, Bethel Road. Quakers Hall Lane, St. Johns Hill/Dartford Road, Holly Bush Lane, Cedar Terrace Road and Bethel Road for the opposite direction.

c) Up to date information on these works can be found via the following link:
<https://one.network/?tm=135391265>

5 TEMPORARY ROAD CLOSURE – HOSPITAL ROAD: 20TH NOVEMBER 2023 FOR 4 DAYS

a) Hospital Road will be closed outside Sevenoaks Hospital for 4 days from 20th November 2023, with pedestrian access maintained.

b) The alternative route is via A24 Seal Road, A225 St Johns Hill, Hospital Road and vice versa.

c) Up to date information on these works can be found via the following link:
<https://one.network/?tm=135355628>

6 TEMPORARY ROAD CLOSURE – SOLEFIELDS ROAD: 21ST NOVEMBER 2023 FOR 2 DAYS

a) Solefields Road will be closed outside Little Foxes for 2 days from 21st November 2023, with pedestrian access maintained.

b) The alternative route is via Solefields Road, A225 Tonbridge Road, Weald Road, Ashgrove Road and vice versa.

c) Up to date information on these works can be found via the following link:
<https://one.network/?tm=135357321>

7 TEMPORARY ROAD CLOSURE – VARIOUS ROADS: 24TH NOVEMBER 2023

a) The following roads will be closed for 4.5-5 hours, with pedestrian access maintained for Sevenoaks Town Council's Christmas Lights event:

- A225 High Street – between A224 London Road and Pembroke Road between 5pm and 9:30pm
- Dorset Street – for its whole length, between 5pm and 9:30pm.
- Akehurst Lane – for its whole length, between 4:30pm and 9:30pm.

b) The alternative route for any through traffic is via Pembroke Road, A224 London Road and vice versa.

c) Up to date information on these works can be found via the following link:
<https://one.network/?tm=135131322>

From: Govia Thameslink Railway
Sent: 31 October 2023 12:07
To:
Subject: Update on ticket office proposals

EXTERNAL EMAIL: Exercise caution unless you recognize the sender and know the content is safe.

[Can't see images? Click here](#)



Update on ticket office proposals

Good afternoon,

Many of you will have seen the news following Transport Focus and London TravelWatch's response to the ticket office consultation, published this morning and I wanted to ensure you have the correct information as I know there are some very strong views about the proposals.

Over the summer a local public consultation was run with Transport Focus and London TravelWatch on proposals about how tickets are sold on the railway and customer service.

Many of you took part in that consultation and we would like to thank you for making your feedback available to us and the passenger bodies to support their work and we know it has been immensely valuable.

Today, Transport Focus and London TravelWatch have updated us they are supportive of the principle of redeploying staff from ticket offices to improve the overall offer for customers.

However, they have also made clear that they are not able to approve these changes as there is feedback related to the railway as a whole which has not been completely addressed.

We always made clear that this was a genuine consultation and as a result, following the process of the Ticketing and Settlement Agreement, all proposals have been withdrawn and will not be introduced.

The consultation did, however, raise interesting ideas on related issues, such as expanding the types of products that can be sold at ticket machines. Where possible, with the wider industry we will look to introduce ideas such as this.

As always, should you have any questions, please let us know.

Best wishes,

Faz

Farzana Hakim

Head of Public Affairs and Partnerships

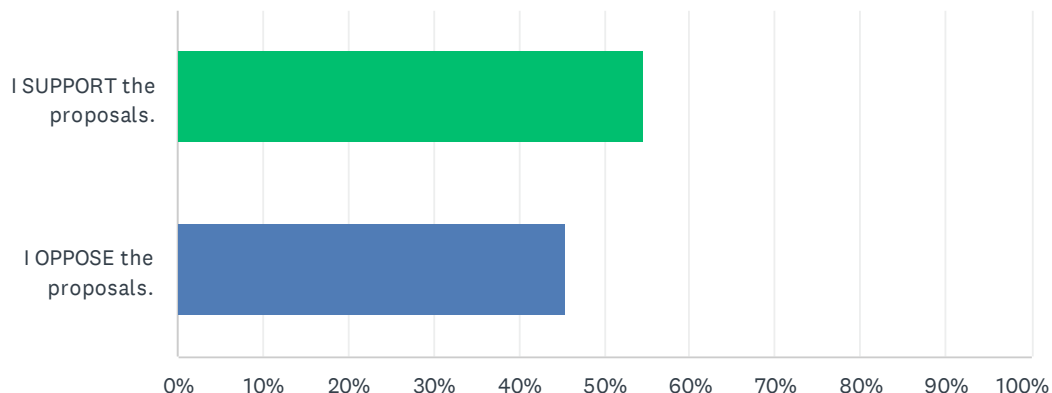
Govia Thameslink Railway (GTR)

Contact the GTR stakeholder team at: GTRPublicAffairs@gtrailway.com

Contact the public affairs team at GTRPublicAffairs@gtrailway.com

Q1 Please indicate below whether you support the proposal to reinforce the existing Keep Clear zone with additional double yellow-lines:

Answered: 11 Skipped: 0



ANSWER CHOICES	RESPONSES	
I SUPPORT the proposals.	54.55%	6
I OPPOSE the proposals.	45.45%	5
TOTAL		11

Q2 Please provide your name and postcode.

Answered: 11 Skipped: 0

ANSWER CHOICES	RESPONSES	
Name	100.00%	11
Company	0.00%	0
Address	100.00%	11
Address 2	0.00%	0
City/Town	100.00%	11
State/Province	0.00%	0
Postal Code	100.00%	11

All 11 responses provided a Clare Way address.

Housing and Mixed Use Site Allocations**Policy ST2****Housing and Mixed Use Site Allocations**

The following new housing and mixed use sites are included as potential allocations for development.

The sites will provide a range of housing types, density, mix and tenure and are subject to the site areas and development guidance.

Unimplemented housing and mixed use site allocations from the ADMP (2015) have been carried forward into this Local Plan and are also listed in the table.

Site Ref	Site Address	Urban / Green Belt	Use	No. of units
SEVENOAKS URBAN AREA – BASELINE SITES				
HO1	Pinetops, 5 Crownfields	Urban	HO	20
HO2	Abacus Furniture, Farm Road Garages, Greatness Lane	Urban	HO	10
HO3	Land rear of Bowerwood House, 15 St Botolphs Road	Urban	HO	7
HO4	42-44 Bullfinch Lane, Riverhead	Urban	HO	5
HO5	Land at Cramptons Road	Urban	HO	50
MX1	Sevenoaks Station and Car Park, Morewood Close	Urban	MX	184 (potential capacity up to 400)
MX2	Land east of High Street, Sevenoaks	Urban	MX	300
HO6	School House, Oak Lane & Hopgarden Lane	Urban	HO ADMP Allocation	56

Policy ST2**Housing and Mixed Use Site Allocations**

HO7	Johnsons, Oak Lane & Hopgarden Lane	Urban	HO ADMP Allocation	54
MX3	Delivery & Post Office / BT Exchange, South Park	Urban	MX ADMP Allocation	100
HO8	Pounsley House, Pounsley Road, Dunton Green	Green Belt	HO	7
HO9	Land adjacent to Seal Hollow Road	Green Belt	HO	16
HO10	Land east of London Road, Dunton Green	Green Belt	HO	235
MX4	Sevenoaks Quarry, Bat and Ball Road	Green Belt	MX	950



Sevenoaks Quarry Delivery Group - Terms of Reference

Sevenoaks Quarry Delivery Group Tarmac

September 2023

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12. Conduct	5

1. Background and rationale

On 1st June 2023 Sevenoaks District Council's Development Management Committee resolved to approve the outline application of up to 800 new homes of which 40% will be affordable, up to 150 dwellings for residential care use, a new lakeside park, areas for small businesses, land for a brand-new primary school, the refurbishment and reuse of the former Oast House and much more, subject to the signing of a S106 Legal Agreement.

It is now important to maintain engagement with residents and Councillors ahead of any Reserved Matters applications. By ensuring this high-level of engagement and transparency, aim to demonstrate that Tarmac is committed to working with the community and responding to their needs.

A Quarry Liaison Group was set up prior to the outline application being determined by Sevenoaks District Council. However, with the recent Local Elections seeing new Councillors elected and with Quarry entering a new phase, it is felt by Tarmac that now is the right time to bring together the community groups and Councillors to deliver the redevelopment of Sevenoaks Quarry.

2. Key objectives

- To provide a platform for all parties to engage in open discussion.
- To provide feedback to Tarmac (and other potential development partners where appropriate) throughout the lifetime of the planning process, in respect of finalising the plans for the Reserved Matters applications.
- To create a meaningful link between local community groups, members from both Councils and Tarmac as the legacy landowner of the Quarry.
- To allow Tarmac (and other potential development partners where appropriate) to share information on progress to local community groups and members from both Councils.
- To generate interest and involvement in the Reserved Matters applications for the Sevenoaks Quarry site amongst the wider community.

3. Purpose

The purpose of this Steering Group (known formally as the Sevenoaks Quarry Delivery Group) is to provide the opportunity for meaningful and productive discussions surrounding the Reserved Matters planning applications for the Sevenoaks Quarry site between Tarmac (and other potential development partners where appropriate) and local community groups and members from all Councils from across Sevenoaks to assist in their progression and development.

The meetings will provide Tarmac (and other potential development partners where appropriate) a platform to provide the Steering Group members with updates on the proposals as changes are made and, likewise, Steering Group members the opportunity to ask any questions they may have.

4. Principles

The Steering Group aspires to productively discuss the proposals of the Reserved Matters applications for the Sevenoaks Quarry site. It is a collaboration between Tarmac and

local community groups and members from all Councils from across Sevenoaks. It will establish a clear open line of communication through the lifetime of the Reserved Matters process.

The principle of the group is to facilitate productive and meaningful discussions between Tarmac and local community groups and members from both Councils. By way of example, meetings could include an update on the progress of the Reserved Matters application, followed by a period for questions from the members of the Steering Group and an open discussion where any concerns can be raised and considered.

5. Membership

It is proposed that the Steering Group will include the following members:

- › Tarmac x 2
- › Sevenoaks Town Council x 2
- › Seal Parish Council x 1
- › District ward Councillors x 2
- › Kent County Councillor x 1
- › Sevenoaks District Council Officer x 1
- › Kent County Council Officer x 1
- › Seal Scouts Group x 1
- › Local residents living on roads within the immediate vicinity of the site e.g. Watercress Drive x 2
- › Meeting Place x 2 (Non-voting members)
- › Previous members of the former Quarry Liaison Group

6. Chair

For the initial meeting a representative from Meeting Place will Chair the Steering Group. A new Chair can then be elected at that meeting. Meeting Place will have responsibility for the management of the meetings throughout the lifetime of the Steering Group.

7. Responsibilities of group members

Chair:

- Sets the agenda for each meeting (with help from Meeting Place).
- Ensures that agendas and supporting materials are delivered to members in advance of meetings (with help from Meeting Place).
- Makes the purpose of each meeting clear to members and explains the agenda at the beginning of each meeting.
- Clarifies and summarises what is happening throughout each meeting.
- Keeps the meeting moving by putting time limits on each agenda item and keeping all meetings to approximately two hours or less.
- Encourages broad participation from members in discussion by calling on different people.
- Ends each meeting with a summary of decisions and actions.
- Follows up with consistently absent members to determine if they wish to discontinue their membership (with help from Meeting Place).

- Finds replacements for members who discontinue participation (with help from Meeting Place).

Steering Group Members:

- Understand the goals, objectives, and desired outcomes of the group.
- Understand and represent the interests of their local groups or communities.
- Take a genuine interest in the project's outcomes and overall success.
- Act on opportunities to communicate positively about the project.
- Actively participate in meetings through attendance, discussion, and review of minutes, papers and other Steering Group documents.
- Support open discussion and debate and encourage fellow Steering Group members to voice their insights.

8. Decision making

For a decision to be made at least half of the group will have to support the decision being proposed. Where a decision has an equal vote, the Chair will have a deciding vote on the matter.

Please note that any decisions taken must relate to items specified on the agenda and cannot be used to undermine or reverse the outline planning permission , thus undermining the spirit and purpose of the Steering Group.

9. Meeting frequency, location and duration

The Steering Group will aim to meet quarterly and in person. However, if necessary, meetings can be held online for ease and flexibility, as well as to facilitate a greater attendance by members of the public. The meetings will be scheduled to last for approximately two hours, however, this duration is flexible depending on the nature of the discussions and availability of attendees. Where appropriate, ad hoc meetings can be arranged in order to explore a particular issue in greater depth.

The group will be administered by Meeting Place, on behalf of Tarmac, who will liaise with members, organise convenient meeting dates, coordinate agendas, produce minutes and oversee the general management of the group.

10. Quorum

A minimum number of 50% of the Steering Group members are required for decision-making purposes. The quorum must include a minimum of one member from Tarmac and a minimum of six local community group and members from the Councils.

11. Formality

Whilst the meetings will be informal in nature, they will be open to the public and a general agenda will be issued ahead of the meeting and published online, outlining the order of discussion and identifying matters for the meeting. Minutes will be recorded during the meetings of the Steering Group and will be published online via the website – www.sevenoaks.tarmac.com - for the public to read.

Depending on the discussions, either Tarmac, Meeting Place or the Steering Group member will be responsible for any action points that will help progress the plans for the Reserved Matters application for the Sevenoaks Quarry site.

12. Conduct

Members of the Steering Group will be expected to treat each other with respect at all times. Abuse, either physical or verbal, will not be tolerated, and Meeting Place will reserve the right to suspend a member of the group if they are deemed to have broken the rule of conduct.

Name:

Representing:

Signed:

Date:

By signing this document, you agree to the Terms of Reference as stated above.

From: George Kup

Sent: Tuesday, October 24, 2023 10:27 AM

To: Linda Larter <townclerk@sevenoakstown.gov.uk>; Sevenoaks Town Planning <planning@sevenoakstown.gov.uk>

Subject: Advice from SDC's Democratic Services regarding the Steering Group

Dear Linda and Georgie,

We have heard back from Sevenoaks District Council's Democratic Services who have advised that we can have a Steering Group as long as it does not contain members of the Planning Committee from either STC or SDC. If there is a member of STC/SDC's Planning Committee who would like to participate in the group, then they can but they would need to recuse themselves from any future decision-making process.

If you have any questions, please do let me know.

Many thanks,
George

George Kup
Senior Account Executive

From: Sevenoaks Town Planning

Sent: Tuesday, October 24, 2023 3:53 PM

To: democratic.services@sevenoaks.gov.uk

Subject: FW: Advice from SDC's Democratic Services regarding the Steering Group

Good afternoon,

With regards to the highlighted, please could I get clarification as to whether a member of the Planning Committee (of which all Town Councillors are members of) would need to step down from the Committee permanently, or whether they would just need to abstain from discussing and voting on any future recommendations specifically to do with the Sevenoaks Quarry site?

Kind regards,
Georgie

Georgie Elliston
Planning Committee Clerk
Sevenoaks Town Council
Town Council Offices
Bradbourne Vale Road
Sevenoaks
Kent TN13 3QG

From: Democratic Services <democratic.services@sevenoaks.gov.uk>
Sent: Wednesday, October 25, 2023 12:15 PM
To: Sevenoaks Town Planning <planning@sevenoakstown.gov.uk>
Subject: RE: Advice from SDC's Democratic Services regarding the Steering Group

Good afternoon

Thank you for your email.

It is for Members to decide whether they are able to participate in decision-making but they should only do so if they have a demonstrably open mind. The test to apply is whether a fair-minded and informed observer, having considered the facts, would conclude that there was a real possibility that the Member was biased. Members should seek specific advice from the Monitoring Officer if they are in any doubt about their participation in decision-making on any particular case.

Members may well conclude that being part of a process concerned with formulating the details of a planning application would be likely to give the appearance of potential bias. For the avoidance of doubt, Members must not under any circumstances participate in decision-making where they have a Disclosable Pecuniary Interest (eg personal land holding) in the matter

I do hope this helps. Please do let us know should you need any further clarification.

Kind regards

Andy Binnie
Democratic Services Officer
Sevenoaks District Council | Argyle Road | Sevenoaks | Kent | TN13 1HG
Phone: 01732 227247
Email:
Online: www.sevenoaks.gov.uk

Decision Notices published by Sevenoaks District Council OR Kent County Council from **16th October 2023 to 30th October 2023** on plans which Sevenoaks Town Council was consulted upon for comment, **in order of reference number (ascending)**.

STC Comment dates are written in **bold** text, where the comment was made by a Town Councillor during the **current** electoral term (2023-2027). Instances where SDC have decided against STC's recommendation are written in **red**.

Reference Number	Address & Ward	Ward Cllr	STC Recommendation (abridged)	SDC Decision (abridged)
23/02000/HOUSE	The Dragon House, Bradbourne Road – St Johns	Cllr Dr Dixon Cllr Camp	14th August 2023: STC recommended approval, 1 condition. 9th October 2023: STC recommended approval, 1 condition.	23 rd October 2023: SDC Granted, 4 conditions.
23/02446/HOUSE	5 The Rise - Kippington	Cllr Daniell	11th September 2023: STC recommended approval.	16 th October 2023: SDC Granted, 3 conditions.
23/02488/HOUSE	15 Lambarde Drive – Northern	Cllr Dr Canet	11th September 2023: STC recommended approval.	20 th October 2023: SDC Granted, 3 conditions.
23/02534/HOUSE	Romany, 100 Oakhill Road – Kippington	Cllr Varley	25 th September 2023: STC recommended approval, 1 condition.	26 th October 2023: SDC Granted, 3 conditions.
23/02539/HOUSE	Homefield, 93 Oakhill Road – Kippington	Cllr Daniell	25th September 2023: STC recommended refusal, 3 grounds 9th October 2023: STC recommended refusal, 2 grounds.	26 th October 2023: SDC Granted, 7 conditions.

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Planning Applications to be Considered

Planning Applications received to be considered on 06 November 2023

1	Plan Number	Planning officer	Town Councillor	Agent
	23/01379/FUL	Sean Mitchell 17/11/2023	Cllr Skinner	Open Architecture
Case Officer				
Applicant		House Name	Road	Locality
Mr M Jenn			93 Hitchen Hatch Lane	St Johns
Town		County	Post Code	Application date
				27/10/23
23/01379/FUL - Amended plan				
Extension and renovation (including fenestration updates) of existing building to allow for 3 additional flats. Demolition of existing garage to facilitate the erection of new build block containing 4 flats and under croft parking area. Landscape alterations. A summary of the main changes are set out below: Updated site plan and minor amendments to all elevations of new build i.e. colour change of brick, inclusion of balcony.				
Web link		https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RURE4TBKLE600		

2	Plan Number	Planning officer	Town Councillor	Agent
	23/01447/FUL	Christopher Park 09/11/2023	Cllr Michaelides	AVIM Consultancy Ltd
Case Officer				
Applicant		House Name	Road	Locality
Mr Santharaja			153 High Street	Town
Town		County	Post Code	Application date
				19/10/23
23/01447/FUL - Revalidated plan				
Installation of condensing unit to existing class E shop. A summary of the main changes are set out below: The applicant/agent will need to amend the red line to show the proposed development situated within the application site. The red line on the Site Location and Block Plans will need to match. Additionally, they may need to serve notice on other owners.				
Web link		https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RV4CM0BKLM100		

3	Plan Number	Planning officer	Town Councillor	Agent
	23/02100/HOUSE	Samuel Odell 17/11/2023	Cllr Dr Canet	Blackburn Architects Limited
Case Officer				
Applicant		House Name	Road	Locality
Mr I Osburn		Pounsley House	Pounsley Road	ADJOINING - Dunton Green
Town		County	Post Code	Application date
				27/10/23
Adjoining Parish/Town Council Consultation:				
Single storey rear and side replacement extensions and roof extensions with associated internal alterations.				
Web link		https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RY3RCYBKFT00		

Planning Applications to be Considered

Planning Applications received to be considered on 06 November 2023

4	Plan Number	Planning officer	Town Councillor	Agent
	23/02869/HOUSE	Summer Aucoin 13/11/2023	Cllr Dr Canet	Coleman Anderson Architects
Case Officer				
Applicant		House Name	Road	Locality
Mr & Mrs Cook			67 Betenson Avenue	
Town		County	Post Code	Application date
				23/10/23
Single storey side extension with rooflights.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S1YNEBBKIR300			

5	Plan Number	Planning officer	Town Councillor	Agent
	23/02950/HOUSE	Christopher Park 07/11/2023	Cllr Clayton	Harringtons 2006
Case Officer				
Applicant		House Name	Road	Locality
Mrs Z Trotman			29 Hillingdon Rise	Eastern
Town		County	Post Code	Application date
				17/10/23
Erect raised decking with steps and privacy screen to rear garden.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S2BM2VBKJ0J00			

6	Plan Number	Planning officer	Town Councillor	Agent
	23/02970/HOUSE	Stephanie Payne 15/11/2023	Cllr Michaelides	HCUH Group Ltd
Case Officer				
Applicant		House Name	Road	Locality
Mr E & Mrs M Kevis & Cameron			20 The Drive	Town
Town		County	Post Code	Application date
				25/10/23
Demolition of part of basement and part of ground floor at rear of property and replacement with new basement and ground floor extension to the property. New rooflight and lantern to new extension. Alterations to fenestration. New solar panels (rear). Landscaping. Ground floor balcony (rear). New terrace outside basement (rear).				
INVALIDATED 26/10/2023: Now invalid due to site plan and location plan displaying red lines in different locations.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S2FBD7BKJ4200			

7	Plan Number	Planning officer	Town Councillor	Agent
	23/02972/HOUSE	Summer Aucoin 08/11/2023	Cllr Daniell	Open Architecture

Planning Applications to be Considered

Planning Applications received to be considered on 06 November 2023

Case Officer			
Applicant	House Name	Road	Locality
Mr J Bassant	Homefield Cottage	Oak Lane	Kippington
Town	County	Post Code	Application date
			18/10/23
Loft conversion above the existing garage with rooflights. New steps. Additional dormer and internal alterations to existing main dwelling.			
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S2FBFMBKJ4600		

8	Plan Number	Planning officer	Town Councillor	Agent
	23/03006/LDCEX	Samantha Simmons 15/11/202	Cllr Daniell	RE Planning LLP
Case Officer				
Applicant		House Name	Road	Locality
Mr M Scragg		The New Beacon School	Brittains Lane	Kippington
Town		County	Post Code	Application date
				25/10/23
Erection of replacement pre-school unit facility and swimming pool building.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S2MPZJBKJ7E00			

9	Plan Number	Planning officer	Town Councillor	Agent
	23/03023/FUL	Sean Mitchell 20/11/2023	Cllr Gustard	Offset Architects
Case Officer				
Applicant		House Name	Road	Locality
Mr L De Pascalis		Site Formerly Known as Sevenoa	Oakhill Road	Kippington
Town		County	Post Code	Application date
				30/10/23
Demolition of existing open air school building and stores and construction of one single storey dwelling with parking and associated landscaping.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S2OKMEBKJ9C00			

10	Plan Number	Planning officer	Town Councillor	Agent
	23/03025/HOUSE	Summer Aucoin 15/11/2023	Cllr Michaelides	Harringtons 2006
Case Officer				
Applicant		House Name	Road	Locality
Mr & Mrs Daisley		The Ridgeway	6 Ashley Close	Town
Town		County	Post Code	Application date
				25/10/23
Single storey extension (west). Part demolition of lean to (east). New pitched roof for garage. Loft conversion with rear dormer and front facing rooflights, alterations to fenestration. New wall and railings to front boundary incorporating exiting piers and gate. New patio area.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S2OKO3BKJ9G00			

Planning Applications to be Considered

Planning Applications received to be considered on 06 November 2023

11	Plan Number	Planning officer	Town Councillor	Agent
	23/03045/HOUSE	Summer Aucoin 17/11/2023	Cllr O'Hara	Sutton Architects Ltd
Case Officer				
Applicant		House Name	Road	Locality
Mr & Mrs Volpato			13 Lambarde Drive	Northern
Town		County	Post Code	Application date
				27/10/23
Demolition of existing conservatory. Replaced with single storey extension.				
Web link	https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S2QFDBBKJAW00			