

Sevenoaks Town Council

Minutes of the meeting of the Planning & Environment Committee Held on Monday 13 July 2026 in the Council Chamber, Town Council Offices, TN13 3QG

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

https://youtube.com/live/d_6Kz4ifMS8

Meeting commenced: 19:00

Meeting Concluded: 20:25

Present:

Committee Members

Quorum minimum of six members

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

Also in attendance:

Town Clerk
Planning Committee Clerk
2 Members of the Public

PUBLIC QUESTION TIME

None.

213 - APOLOGIES FOR ABSENCE

As above.

214 - REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

215 - DECLARATIONS OF INTEREST

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

- [Plan no. 5] 26/00946/FUL (AMENDED) Woodseaves, 5 Knole Paddock, Seal Hollow Road

216 - MINUTES

The Committee received the MINUTES of the Planning & Environment Committee Meeting held 29th June 2026. It was **RESOLVED** that the minutes be approved.

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217 - SEVENOAKS DISTRICT COUNCIL COMMUNITY INFRASTRUCTURE LEVY

a) The Committee received and discussed a report providing further detail as to how the Sevenoaks District Council's proposal to amend its Community Infrastructure Levy (CIL) Charging Schedule could potentially impact Sevenoaks Town Council.

b) It was noted that a draft formal response to the District Council's proposed CIL Charging Schedule would be prepared alongside the Town Council's response to the Regulation 19 Local Plan public consultation, for later approval of the Planning & Environment Committee.

c) The following items of note were discussed:

- The Local Plan allocates a significant amount of housing within Sevenoaks Town, very few of which would be chargeable for CIL under the proposed new Charging Schedule. This would result in a sizable loss of future income that the Town Council would receive to spend on valuable infrastructure improvements. It was recommended that a qualitative list of projects delivered by Town Council via its past CIL receipts be produced by Officers, in order to demonstrate and understand the scope of impact that the change could have on its operations.
- The largest proportion of housing is proposed within Sevenoaks Town, Swanley Town and Edenbridge, and it was therefore considered beneficial to reach out to their respective Town Councils to collaborate on a draft response.
- Councillors considered that more information is required in order for the Town Council to understand what the implications of the lost CIL received by Town and Parish Councils would be. This was on the basis that, should the replacement Section 106 agreements include genuine engagement and inclusive dialogue with their associated Town / Parish Councils, the change could result in increased influence and benefits gained by local residents from local infrastructure improvements.
- It was noted that the community benefits proposed for delivery via Town / Parish Councils had been categorised as "desirable", and concern was raised that this designation would prevent their prioritisation and delivery, in favour of the "essential" projects.

d) It was **RESOLVED** that Sevenoaks Town Council contact the Town Clerks for Swanley and Edenbridge Town Council, to liaise on the District Council's proposed CIL Charging Schedule. It was further **RESOLVED** that Town Councillors forward any further thoughts on the change, to be collated for later consideration of the Local Plan consultation Working Party.

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218 - STREET NAMING AND NUMBERING - NOTIFICATION OF NEW ADDRESS

The Committee received notice and plans for the naming of two self-contained flats, created from the conversion of a former storage / office space at 36-38 London Road. It was noted that the new addresses had been amended as follows:

- Flat 1, 42D London Road
- Flat 2, 42D London Road

219 - THAMES WATER - PUBLIC CONSULTATION ON DRAFT DROUGHT PLAN 2027 (DEFERRED FROM 15TH JUNE 2026)

a) The Committee received reminder that Thames Water is consulting on its draft Drought Plan 2027.

b) It was noted that all documents relevant to the consultation, including supporting documents and information on how to comment, are available via the following webpage: <https://www.thameswater.co.uk/about-us/regulation/drought-plan/consultation>

c) Cllr Clayton summarised his concern that assurance is needed that the two abstraction points close to the River Darent (LON_00191 and LON_00912) will be used as a last resort, on the grounds of threat to the flow and biodiversity of the rare chalk stream. He also stipulated that Thames Water must consult with South East Water on their respective drought strategies in order to consolidate and effectively monitor potential impact on the River Darent. This was on the grounds that Thames Water's Plan did not recognise a South East Water abstraction point, located between LON_00191 and LON_00912 and close to the River Darent.

d) Councillors welcomed the elements within the draft Plan which seek to control and limit use of water during droughts, and it was **RESOLVED** that this sentiment be forwarded alongside the above two stipulations, in response to the consultation.

220 - KENT DOWNS MANAGEMENT PLAN 2026-2031 PUBLIC CONSULTATION (DEFERRED FROM 15TH JUNE 2026)

a) The Committee received reminder that Kent Downs National Landscape is consulting on its 2026-2031 Management Plan, which will be used to influence decisions and priorities for nature recovery, farming, climate action, access and tourism.

b) It was noted that all documents relevant to the consultation, including supporting documents and information on how to comment, are available via the following webpage: <https://letstalk.kent.gov.uk/kent-downs>

c) The Planning Committee Clerk reported the following points of note:

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- The Town Councillors' earlier-expressed concern – being that the River Darent should not be negatively impacted by any proposals within the draft Management Plan – was consistently reflected and addressed throughout the document.
- It was noted that Principle GNR6, which resists additional water abstraction particularly in the Darent and Great Stout river catchments, is accompanied by a stipulation that proposed abstraction should be supported by evidence that there will not be any harmful impacts upon the special character and qualities of the Kent Downs. An opportunity to strengthen the Principle was recommended, by way of adding recognition of the potential impact from clustered, small-scale water abstractions which fall below the 20 cubic metre threshold for private boreholes to require an abstraction license.
- Councillors requested a further amendment to be recommended addition, for Principle GNR6 to recognise the impact of over-abstraction on the River Darent to the quality and biodiversity of the river itself.
- It was also noted that the aspiration for the Cross Channel Geopark to be granted Global UNESCO status was embedded consistently throughout the document, and supported by Principle MP4. This had also influenced the Plan to incorporate such Geopark considerations as heritage and traditions.

d) It was **RESOLVED** that the Town Council respond to the consultation, expressing its support for the recognition granted to the UNESCO ambition as well as the impact of abstraction not just to water supply but to the physical and ecological character of the National Landscape and irreplaceable chalk streams. It was also **RESOLVED** that the Town Council request Principle GNR6 to be amended to recognise the impact of water abstraction on the biodiversity and quality of chalk streams, as well as to consider and monitor any collective impact from clustered, small-scale water abstractions – should mitigation measures be required.

221 - DECISION NOTICES ON PLANNING APPLICATIONS COMMENTED ON BY SEVENOAKS TOWN COUNCIL

The Committee received and noted details within the report, which notified of decisions made by Sevenoaks District Council on applications considered by Sevenoaks Town Council between the two weeks ending 6th July 2026.

222 - PLANNING APPLICATIONS

a) Minute Item 222b as well as consideration of its corresponding planning application was moved further up the Agenda and considered after agreement of the Minutes. This as per

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Standing Order 10.a.viii, whereby the order of business of the Agenda may be changed without prior written notice.

b) The meeting was adjourned to allow members of the public to speak for three minutes on the following applications, by prior agreement. This was followed by clarification questions by Councillors to both speakers.

- [Plan no. 5] 26/00946/FUL (AMENDED): Woodseaves, 5 Knole Paddock, Seal Hollow Road **(Against)**
- [Plan no. 5] 26/00946/FUL (AMENDED): Woodseaves, 5 Knole Paddock, Seal Hollow Road **(For)**

c) The Committee considered planning applications received during the two weeks ending 6th July 2026. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

223 - PRESS RELEASES

It was **RESOLVED** that a Press Release be issued, regarding the Town Council's response to both Thames Water's Drought Plan as well as the Kent Downs Management Plan, in relation to its protective recommendations for the River Darent.

There being no further business the Chair closed the Meeting.

Signed
Chair

Dated

Planning Applications Considered

Applications considered on 13-7-26

1	Plan Number	Planning officer	Town Councillor	Agent
	25/03527/FUL	Sean Mitchell 20/07/2026	Cllr Shea & Cllr Dr Canet	Union4 Planning
Applicant		House Name	Road	Locality
West Kent Housing Association			33 - 47 Mill Lane	Northern
Town		County	Post Code	Application date
				29/06/26
Proposed demolition of existing buildings and re-development of the site comprising 26 homes (Use Class C3), together with associated car and cycle parking, bin storage, landscaping, biodiversity enhancements and associated works.				

Comment

Sevenoaks Town Council recommended approval.

2	<i>Plan Number</i> 26/00542/HOUSE	<i>Planning officer</i> Christopher Park 23/07/2026	<i>Town Councillor</i> Cllr Dr Canet	<i>Agent</i> N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr L Oprea			14 Bosville Drive	Northern
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			02/07/26	

26/00542/HOUSE - REVALIDATED plan

Proposed Ancillary Annexe (Home Office).

A summary of the main changes is set out below:

Correct drawings received.

Comment

Proposed by Cllr Dr Canet, with Cllr O'Hara's apologies:

Sevenoaks Town Council recommended approval, subject to a condition that the shower window in the right flank be obscure glazed.

Planning Applications Considered

Applications considered on 13-7-26

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00730/FUL	Abbey Aslett 27/07/2026	Cllr Skinner (for Town)	Robinson Escott Planning
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Portman Homes Ltd		11 Granville Road	Town
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				06/07/26

26/00730/FUL - Amended plan

Erection of 1no dwelling with associated works including landscaping. New Pedestrian access, parking and solar panels.

A summary of the main changes is set out below:

Updated BNG metric and Biodiversity Gain Plan.

Comment

Sevenoaks Town Council reiterated its previous recommendation for refusal on the following grounds:

- The bulk and massing has an overbearing impact to the neighbouring properties,
- There is significant overlooking of Fir Tree Cottage,
- There is a negative impact on a locally listed building.

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00869/HOUSE	Bethany Prentice 24/07/2026	Cllr Granville	N/A
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
	Mr A Pavitt		84 Granville Road	Town
	<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/07/26

New vehicular access, one parking space and moving the wall and retaining the existing paving.

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 13-7-26

5	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00946/FUL	Zoe Dommett 20/07/2026	Cllr Michaelides	
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr D Higgs	Woodseaves, 5 Knole Paddock	Seal Hollow Road	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			29/06/26	

26/00946/FUL - Amended plan

Demolition of existing dwelling and garage. Erection of replacement dwelling with associated works to include landscaping. Solar panels.

A summary of the main changes is set out below:

An existing outbuilding has been added to the existing and proposed site plan.

Comment

Proposed by Cllr Skinner as Vice Chair, with Cllr Michaelides' apologies:

Sevenoaks Town Council repeated its previous (1st June 2026) recommendation for approval, with the following additions:

- It was noted that the previous conditions raised under the Town Council's recommendation relating to Arboricultural details and surface water drainage could be addressed via conditions requested by the Tree Officer and Kent Highways.
- The previous condition that the Planning Officer should be satisfied with the designs and materials was retained from the Town Council's earlier (1st June 2026) recommendation.

Informative:

The Town Council reported its additional concern with access issues - both for construction vehicles during development as well as private access to the neighbouring property and recommended that these need to be resolved and existing right of access retained. It was further noted that the exit onto Seal Hollow Road is narrow and on a blind corner, therefore access arrangements must be secured to ensure that construction vehicles are able to safely turn, and will not be reversing onto Seal Hollow Road.

6	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/01226/FUL	Summer Aucoin 23/07/2026	Cllr Granville	Rapleys
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
NFU Mutual (Mr E Marlow)		144 High Street	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			02/07/26	

External shopfront alterations including a new lead-clad timber cornice and associated repairs.

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 13-7-26

7	<i>Plan Number</i> 26/01316/HOUSE	<i>Planning officer</i> Summer Aucoin 14/07/2026	<i>Town Councillor</i> Cllr Daniell	<i>Agent</i> Minifie Architects
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr S Daws		Little Morar	70 Kippington Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				23/06/26
Two-storey rear extension, front refurbishment to existing gable and single storey link from existing house to garage.				

Comment

Sevenoaks Town Council recommended approval.

8	<i>Plan Number</i> 26/01413/CONVAR	<i>Planning officer</i> Christopher Park 20/07/2026	<i>Town Councillor</i> Cllr Dr Canet	<i>Agent</i>
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Sevenoaks Town Council		Greatness Playing Fields	Mill Lane	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				29/06/26
Amendment to 25/01300/CONVAR for the addition of solar panels and landscaping changes.				

Comment

Sevenoaks Town Council did not comment, being the applicant.

9	<i>Plan Number</i> 26/01467/FUL	<i>Planning officer</i> Christopher Park 24/07/2026	<i>Town Councillor</i> Cllr Camp (As Chair, for Town)	<i>Agent</i> Fisch Design Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Specsavers Optical Stores		Specsavers	100-102 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/07/26
Proposed replacement of windows to front, side and rear elevations.				

Comment

Sevenoaks Town Council recommended approval, providing the Conservation Officer and Planning Officer are satisfied with the materials used, and that they will have no visual impact when compared to the original design of the windows.

Informative:

The Town Council welcomed the return of use to the currently boarded windows, which it considered to be an improvement to the visual outlook and significance to the heritage asset.

Planning Applications Considered

Applications considered on 13-7-26

10	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/01468/LBCALT	Christopher Park 24/07/2026	Cllr Camp (As Chair, for Town)	Fisch Design Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Specsavers Optical Stores		Specsavers	100-102 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/07/26
Proposed replacement of windows to front, side and rear elevations.				

Comment

Sevenoaks Town Council recommended approval, providing the Conservation Officer and Planning Officer are satisfied with the materials used, and that they will have no visual impact when compared to the original design of the windows.

Informative:

The Town Council welcomed the return of use to the currently boarded windows, which it considered to be an improvement to the visual outlook and significance to the heritage asset.