Minutes of the Planning & Environment Committee
Held on Monday, 10 August 2026 in the Council Chambers, Town Council Offices, Bradbourne Vale Road, TN13 3QG

Unfortunately, due to a technical issue, the planned livestream of this meeting on YouTube was unsuccessful

Meeting commenced: 7:00 PM Meeting Concluded: 7:51PM

Attendance

Present: Cllr Sue Camp, Cllr Claire Shea (Leader), Cllr Libby Ancrum, Cllr Dr Peter Dixon, Cllr Nigel Wightman, Cllr Catherine Daniell (Deputy Leader), Cllr Sally Layne, Cllr Chloe Gustard, Cllr David Skinner OBE, Cllr Lionel O'Hara (Deputy Mayor)

Apologies: Cllr Dr Merilyn Canet, Cllr Tony Clayton, Cllr Victoria Granville (Mayor), Cllr Lise Michaelides, Cllr Nick Varley, Cllr Gareth Willis

Also present: Planning Committee Clerk, Town Clerk / Chief Executive

268 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Dr Merilyn Canet, Cllr Tony Clayton, Cllr Victoria Granville (Mayor), Cllr Lise Michaelides, Cllr Nick Varley and Cllr Gareth Willis.

269 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

270 DECLARATIONS OF INTEREST

There were no declarations of interest.

271 MINUTES

The Committee received the MINUTES of the Planning & Environment Committee meeting held on 27th July 2026. **It was RESOLVED** that the minutes be approved.

272 KENT COUNTY COUNCIL PROPOSED AMENDMENT 6: A WAITING RESTRICTIONS ORDER

a) The Council received notice that Kent County Council (KCC) had published deposit documents for its proposed Order for Amendment 6: a Speed Limit Order on various roads, Otford, and that

representation supporting or objecting to this could be submitted by noon on 24th August 2026. It was **NOTED** that the proposed Order seeks to introduce a 20mph speed limit on the following roads in order to facilitate the emerging Otford to Sevenoaks walking, wheeling and cycling route:

- Berwick Way
- Cramptons Road
- Laurie Close
- Otford Road
- Swanzy Road
- The Moor Road

b) It was **NOTED** that further public notice documents had also been received in respect of two upcoming crossing point upgrades on Otford Road, proposed to complement the above projects.

c) Cllr Shea summarised the proposals which include a shared-space cycle route and controlled crossing points outside Sainsburys Supermarket and Aldi. Councillors expressed support for the scheme on the grounds of improved safety, as well as their appreciation that earlier proposals to include speed bumps in the design had been removed on the grounds of their parking impact.

d) It was **RESOLVED** that a draft response, stating the Town Council's support of the proposals, be produced by Cllr Shea and approved under the Delegated Authority* of the Town Clerk in consultation with the Chair or Vice Chair. This was on the grounds that the comment deadline is before the next Planning & Environment Committee.

**The Town Clerk has delegated authority to approve and / or make decisions on behalf of the Town Council where such a decision cannot be reasonably deferred and must be made in order to comply with a commercial or statutory deadline.*

273 SEVENOAKS DISTRICT COUNCIL - STATEMENT OF COMMUNITY INVOLVEMENT

The Committee received notice that Sevenoaks District Council had adopted and published its Statement of Community Involvement, setting out how it will engage with the community on planning matters. It was **NOTED** that the decision had been approved on 22nd July 2026 under the delegated authority of the Development & Infrastructure Portfolio Holder, and that both the decision and adopted Statement were available to view on the District Council's website.

274 SEVENOAKS DISTRICT COUNCIL - PUBLIC CONSULTATION ON DRAFT CIL CHARGING SCHEDULE REVIEW

a) The Committee received notice that Sevenoaks District Council launched a consultation on its draft Community Infrastructure Levy (CIL) Charging Schedule Review on 6th August 2026, and that the deadline to comment on the proposed changes is 17th September 2026.

b) It was **NOTED** that all documents relevant to the consultation, including supporting documents and the opportunity to comment, are available via the District Council's website.

c) It was **NOTED** that a draft response to the consultation would be prepared by the Town Council's Local Plan Working Group, which is due to meet on 20th August 2026 to review the Regulation 19 draft Local Plan.

d) The Town Clerk advised that she is due to attend a joint meeting with the Town Clerks of the other three Town Councils within the District - being Swanley, Westerham and Edenbridge Town Council - in order to discuss the proposals. This had been scheduled on the grounds that the four Town Councils will likely be the most impacted by the loss of CIL income, due to the majority of larger housing developments being located within their boundaries.

275 KENT COUNTY COUNCIL - PUBLIC CONSULTATION ON PRE-SUBMISSION DRAFT KENT MINERALS SITE PLAN

a) The Committee received notice that Kent County Council is consulting on its pre-submission draft Kent Minerals Site Plan, which is proposed for formal submission to an independent examiner.

b) It was **NOTED** that all documents relevant to the consultation, including supporting documents and the opportunity to comment, are available to view via the Kent County Council public consultation webpage. It was **NOTED** that the deadline to comment is 10th September 2026.

c) The Committee **NOTED** that the draft Plan includes a proposal to quarry a portion of Ancient Woodland, however that the proposed site sits outside of both the Sevenoaks Town as well as Sevenoaks District boundary. Councillors debated whether this would nevertheless have a County-wide impact, and it was therefore **RESOLVED** that the Item be deferred in order to allow Councillors more time to consider whether residents of Sevenoaks Town would be affected by the draft Plan's contents. Cllr Gustard volunteered to review the proposals and report to the next Planning & Environment Committee.

276 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 3rd August 2026. It was **RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

277 PRESS RELEASES

None.

The meeting closed at 19:51.

Signed: _____

Chair of the Planning & Environment Committee

Date: _____

Schedule of planning comments agreed 10-08-2026

Planning Applications Considered

Applications considered on 10-8-26

1	Plan Number	Planning officer	Town Councillor	Agent
	26/00965/LBCALT	Summer Aucoin 21/08/2026	Cllr Layne	Stephen Langer Associat es Limited
Applicant		House Name	Road	Locality
R Greene and V Hooker		Kent Cottage	Wildernesse Mount	Eastern
Town		County	Post Code	Application date
				31/07/26

26/00965/LBCALT - Amended plan

A summary of the main changes is set out below:

Replace existing glazing with vacuum glazing as per methodology within Design, Access and Heritage Statement

The planning agent has provided an updated heritage report.

Comment

Sevenoaks Town Council recommended approval, subject to the Conservation Officer's confirmation that the glazing replacements and all fenestration works respect the property's historic character.

2	Plan Number	Planning officer	Town Councillor	Agent
	26/01414/ADV	Ashley Bidwell	Cllr Camp (For Town, as Chair)	Tesco Business Solutions
Applicant		House Name	Road	Locality
Tesco PLC (Mr B Train)		Site of	136 High Street	Town
Town		County	Post Code	Application date
				24/07/26

26/01414/ADV - Amended plan

Proposal to install 1x fascia, 1x store directory (vinyl), 1x vinyls

A summary of the main changes is set out below:

Amended plans received to propose a lighter background colour for the vinyl's in accordance with the advice from the conservation officer.

Comment

Sevenoaks Town Council reiterated its previous recommendation for refusal, unless it is confirmed within the proposed material schedule and designs that the windows will remain transparent and unobstructed. This is on the grounds that retaining these passive surveillance features and secure, active frontage will provide essential public safety benefits with their overlooking onto the new public walkway, Chandler's Walk.

Planning Applications Considered

Applications considered on 10-8-26

3	*Plan Number*	*Planning officer*	*Town Councillor*	*Agent*
	26/01484/FUL	Summer Aucoin 20/08/2026	Cllr Shea	Quadrant Design
Applicant		*House Name*	*Road*	*Locality*
The White Company (Mr G Wilk		Starbucks	112 High Street	Town
Town		*County*	*Post Code*	*Application date*
				30/07/26

Partial new shopfront to existing unit for new retail space, similarly designed to those surrounding and to match the local and brand aesthetic. New Signage as per brand standard details.

Comment

Sevenoaks Town Council recommended refusal on the grounds of the proposed signage's illumination.

Informative:
The Town Council also raised concerns regarding the proposed painting of the brickwork, as well as the Heritage Statement's omission of any recognition or assessment of the building's location within the High Street Conservation Area.

Planning Applications Considered

Applications considered on 10-8-26

4	Plan Number	Planning officer	Town Councillor	Agent
	26/01502/FUL	Christopher Park 17/08/2026	Cllr Skinner	Planning Prospects Ltd
Applicant		House Name	Road	Locality
Enterprise Rent-A-Car UK Ltd		Fairalls Builders Merchants Sk	Bradbourne Vale Road	St Johns
Town		County	Post Code	Application date
				27/07/26

Rental vehicle premises (Sui Generis), including demolition of existing buildings, erection of a modular office, rental vehicle wash bay and associated works including lighting and boundary treatment and advertisement consent for the display of advertisements associated with the proposed use.

Comment

Sevenoaks Town Council recommended refusal, unless:

- Kent Highways analyse and confirm that there would be no significant negative impact on traffic flows in the light of the constraints of the Bat & Ball junction - both in its existing format as well as once the roundabout secured via the Section 106 agreement for 22/00512/OUT has been delivered. The Town Council considered that confirmation should be required that this application would not significantly impact either the current situation, nor the situation in the future following the developments at the Greatness Quarry as well as any further development flowing from the Local Plan.

- The Planning Officer is completely satisfied with the effectiveness of the drainage plan.

- The Planning Officer is completely satisfied that the noise from the car wash will not have an adverse impact to neighbours.

Informative:
Should the Planning Officer be minded to approve the application, Sevenoaks Town Council requested that access and spatial allocation for the cycle path envisioned within the Town Council's St Johns Masterplan be secured via any emerging Section 106 agreement for the site. This would deliver a safer active travel route to St James Road, linking existing cycle routes and allowing cyclists to bypass the Bat & Ball junction. The Town Council further highlighted that the St Johns Masterplan and its proposed cycle route is supported by Policy SEV1 of the Regulation 19 Draft Local Plan, as well as being part of the growing evidence base of both the existing and future review of the Sevenoaks Town Neighbourhood Plan.

5	Plan Number	Planning officer	Town Councillor	Agent
	26/01503/ADV	Christopher Park 17/08/2026	Cllr Skinner	Planning Prospects Ltd
Applicant		House Name	Road	Locality
Enterprise Rent-A-Car UK Ltd		Fairalls Builders Merchants Sk	Bradbourne Vale Road	St Johns
Town		County	Post Code	Application date
				27/07/26

One double sided internally illuminated pylon sign (Sign 1), three-sided illuminated fascia band (Sign 2), four stall signs (sign3)

Comment

Sevenoaks Town Council recommended approval, however only in the instance that:

- The accompanying full planning application referenced 26/01502/FUL (which the Town Council has recommended the refusal of) is granted planning permission; and
- A condition is added to any grant of approval, setting a reasonable time restriction on any lighting in order to reduce negative impact to residents.

Planning Applications Considered

Applications considered on 10-8-26

6	Plan Number	Planning officer	Town Councillor	Agent
	26/01584/LBCALT	Abbey Aslett 12/08/2026	Cllr Shea (As Leader, for Town)	TDC Architects
Applicant		House Name	Road	Locality
Mr M Roux		Emily Jackson House	Emily Jackson Close	Town
Town		County	Post Code	Application date
				22/07/26

Repair to West and East Wing Gables, reinstatement of blown render, and replacement of existing doors and double-glazed sash windows on a like-for-like basis.

Comment

Sevenoaks Town Council recommended approval.

7	Plan Number	Planning officer	Town Councillor	Agent
	26/01595/HOUSE	Bethany Prentice 11/08/2026	Cllr Daniell	JPD Architecture Ltd
Applicant		House Name	Road	Locality
Mr & Mrs Steggles			3 Downsview Road	Kippington
Town		County	Post Code	Application date
				21/07/26

Construction of single storey side extension and front porch. Alterations to roof to accommodate a loft conversion for additional living accommodation. Installation of solar panels and juliet balcony.

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that there is no loss of amenity to neighbours by way of overlooking.

8	Plan Number	Planning officer	Town Councillor	Agent
	26/01689/HOUSE	Bethany Prentice 19/08/2026	Cllr Gustard	SEHBAC Ltd
Applicant		House Name	Road	Locality
Mr Walton		Orchard House	10A Burntwood Road	Kippington
Town		County	Post Code	Application date
				28/07/26

Single-storey rear extension with roof lights, with alterations to rear fenestration and associated internal alterations.

Comment

Sevenoaks Town Council recommended approval.

9	Plan Number	Planning officer	Town Councillor	Agent
	26/01691/LBCALT	Summer Aucoin 18/08/2026	Cllr Camp (As Chair, for Town)	A&Q Partnership (London Ltd
Applicant		House Name	Road	Locality
Nationwide Building Society		Nationwide	86 High Street	Town
Town		County	Post Code	Application date
				28/07/26

Installation of combined defibrillator and bleed kit cabinet to external wall of Nationwide Building Society branch.

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 10-8-26

10	Plan Number	Planning officer	Town Councillor	Agent
	26/01712/HOUSE	Bethany Prentice 17/08/2026	Cllr Layne	Schwartz Hansen Ltd
Applicant		House Name	Road	Locality
Mr G Scandling			11 Sandy Lane	Eastern
Town		County	Post Code	Application date
				27/07/26

Erection of a single-storey rear extension: erection of an attached covered patio structure to the rear; installation of an additional rooflight, and associated alterations to the rear fenestration.

Comment

Sevenoaks Town Council recommended approval.

11	Plan Number	Planning officer	Town Councillor	Agent
	26/01770/HOUSE	Bethany Prentice 17/08/2026	Cllr Camp	Offset Architects
Applicant		House Name	Road	Locality
Mrs C Parker		Vale Lodge	124 Bradbourne Road	St Johns
Town		County	Post Code	Application date
				27/07/26

Extension to existing orangery including replacement of glazed roof with new roof with roof lights. Associated internal alterations, including reinstatement of a small wall section beneath existing structural beam within the snug. Alterations to fenestration.

Comment

Sevenoaks Town Council recommended approval, provided the Conservation officer is satisfied with the changes proposed.

12	Plan Number	Planning officer	Town Councillor	Agent
	26/01771/LBCALT	Bethany Prentice 17/08/2026	Cllr Camp	Offset Architects
Applicant		House Name	Road	Locality
Mrs C Parker		Vale Lodge	124 Bradbourne Road	St Johns
Town		County	Post Code	Application date
				27/07/26

Extension to existing orangery including replacement of glazed roof with new roof with roof lights. Associated internal alterations, including reinstatement of a small wall section beneath existing structural beam within the snug. Alterations to fenestration.

Comment

Sevenoaks Town Council recommended approval, provided the Conservation officer is satisfied with the changes proposed.

Planning Applications Considered

Applications considered on 10-8-26

13	*Plan Number*	*Planning officer*	*Town Councillor*	*Agent*
	26/01776/ADV	Christopher Park 17/08/2026	Cllr Dr Dixon	Pinnacle Architecture Limited
Applicant		*House Name*	*Road*	*Locality*
Laurels Sevenoaks Limited (Ms Musgrave)		Walthamstow Hall Junior School	Bradbourne Park Road	St Johns
Town		*County*	*Post Code*	*Application date*
				27/07/26

Sign1 - Welcome sign; Sign 2 - Parking directions; Sign 3 - Pedestrian directions; Sign 4 - Directions; Sign 5 - Staff and Deliveries directions; Sign 6 - Pedestrian Directions.

Comment

Sevenoaks Town Council recommended approval.