**Minutes of the Planning & Environment Committee**
**Held on Monday, 2 November 2026 in the Council Chamber, Town Council Offices, Bradbourne Vale Road, TN13 3QG at 7:00 PM**

Livestreamed and available to view on Youtube until approved by Council:
https://www.youtube.com/@sevenoakstowncouncil1647

**Attendance**

**Present:** Councillors Camp (Chair), Ancrum, Dr Canet, Clayton, Dr Dixon, Shea (Leader), Skinner OBE, Willis

**Apologies:** Councillors Daniell (Deputy Leader), Granville (Mayor), Gustard, Layne, Michaelides, O'Hara (Deputy Mayor), Varley, Wightman

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

Members of the public present: 2

**Pre-meeting Presentation**

a) At 7pm and prior to the commencement of the meeting, representatives of Fairthorn Consultancy / Woolf Bond Planning delivered a presentation on Fairfax Properties' pre-planning development proposals for Land North of Sevenoaks, which are the subject of a current public consultation exercise. The presentation lasted approximately 20 minutes and was followed by a question and answer session of approximately 10 minutes during which Members raised questions with the representatives - the following of which were of note:

- **Question:** Has the developer consulted with and considered Kent Wildlife Trust's alternative vision for the site? **Answer:** Yes, and they are supportive of the requests and mitigations proposed. These will inform emerging designs. Details and mitigations on highways, flooding and drainage remain an aspect to be determined and resolved.

- **Question:** What will the housing mix be? **Answer:** This will be set as per Sevenoaks District Council's evidence base on housing needs.

- **Question:** Has the developer considered contributing towards new motorway access options via Junction 5 east-facing slip roads connecting the A21, M25 and M26? **Answer:** The developer will be consulting the District Council's Infrastructure Delivery Plan to determine potential infrastructure contributions.

b) Councillors expressed their surprise and concern on the presenter's report that the Kent & Medway Integrated Care Board (ICB) had declined the developer's offer of a land allocation for a new medical facility, on the grounds that this would not be needed. It was recommended that the

developer should contact the Sevenoaks Primary Care Network, whose representatives had expressed disappointment at a previous Community & Wellbeing Committee meeting that new medical facilities had not been secured as part of the Outline planning consent for the Sevenoaks Quarry site.

c) Councillors thanked the presenters for their time. It was noted that the presentation formed part of a pre-planning public consultation exercise and did not constitute a formal planning application. It was also clarified for sake of public record that, while the developer had previously engaged in pre-planning advice and discussions with Sevenoaks **District** Council, this process as well as that of the Local Plan's production have not involved Sevenoaks *Town* Council.

No decisions were taken on this item.

**PUBLIC QUESTION TIME**

No questions or representations from members of the public were received either during or prior to the meeting.

**459 APOLOGIES FOR ABSENCE**

As above.

**460 REQUESTS FOR DISPENSATIONS**

No written requests for dispensations had been received by the Town Clerk prior to the meeting.

**461 DECLARATIONS OF INTEREST**

No declarations of interest were received prior to or during the meeting.

**462 MINUTES OF THE PLANNING & ENVIRONMENT COMMITTEE HELD ON 19TH OCTOBER 2026**

It was **RESOLVED** that the minutes of the Planning & Environment Committee meeting held on 19th October 2026 be approved and signed as a true and accurate record.

**463 FAIRFAX PROPERTIES CONSULTATION ON PRE-PLANNING PROPOSALS FOR LAND NORTH OF SEVENOAKS - DEFERRED FROM 5TH OCTOBER 2026**

a) Councillors considered whether the Town Council should submit a formal response to Fairthorn Consultancy's public consultation on Fairfax Properties' emerging vision to develop "Land North of Sevenoaks" - being the subject of the prior presentation.

b) It was agreed that the Committee would not submit a formal response to the consultation, but rather would await the final proposals and assessments once they have been submitted to Sevenoaks District Council as part of a formal planning application.

c) Members noted that further information on the emerging vision was available on the project website at northofsevenoaks.your-feedback.co.uk, and that the deadline for submitting comments was 8th November 2026.

**464 PETITION REQUEST FROM A MEMBER OF THE PUBLIC REGARDING PARKING PERMITS ON SOUTH PARK**

a) The Committee received and considered a request from a member of the public, for the Town Council to support a proposed petition to Sevenoaks District Council seeking the introduction of a Residents-Only Parking Permit Scheme on South Park.

b) Cllr Shea summarised the context and details of the request, which had originated from a resident's email to all three tiers of local Council, requesting various area improvements. She explained that one request was for the 2 hour provision of permit-free and unpaid parking on South Park to be reviewed, as well as the existing Permit Scheme to be restricted to local residents only. While the remit of introducing and enforcing Parking Permits lies firmly within the authority of Sevenoaks District Council, the resident had requested support from Sevenoaks Town Council in the format of writing to nearby residents to obtain their signatures on a proposed petition to the District Council.

c) Members discussed whether the Town Council should support the petition, either by volunteering to letterdrop a community-organised petition, or by writing to the District Council with it's support. It was considered that not enough information was known in order for the Town Council to adopt a formal stance - either on the impact of a parking buffer being lost, particularly to nearby school pick-up times, or on any potential alternatives that could be explored to improve the situation in a fair and indiscriminate way to all users. It was further noted that the District Council has a strict format for receiving petitions that must be adhered to, in order for it to be considered via its Committee.

d) Councillors queried whether the request could be added to the Town Council's Highway Improvement Plan (HIP), which is a list of priority highway infrastructure requests submitted to Kent County Council annually for its appraisal. The Planning Committee Clerk advised that projects falling outside of the remit of Kent County Council are not eligible for inclusion and such requests had consequently been rejected in the past. It was noted that the Town Council could record and request evaluation of the parking *issue* however, without designating one proposed solution, and Councillors requested that this be considered for inclusion at the HIP's next review in a year's time.

e) It was **RESOLVED** that the Town Council would respond to the member of the public, providing advice on how to format a community-organised petition in order to have it accepted by the District Council, as well as advising that current use and any resulting impact / displacement of school pick-ups will need to be considered and mitigated in any emerging proposals. It was further **RESOLVED** that a request for a review of and potential improvements to parking arrangements at South Park also be considered for inclusion in the next iteration of the Town Council's Highway Improvement Plan when it is next reviewed by the Movement & Net Zero Working Group in a year's time.

**465 STREET NAMING AND NUMBERING - NOTIFICATION OF NEW ADDRESS**

The Committee received notice that the property known as 13 Hillside Road had been formally renamed Honeybee Cottage, 13 Hillside Road.

**466 PUBLICATION OF FINAL TOWN CENTRE AND ST JOHN'S HILL AREA MASTERPLANS**

The Committee received notice that the final iterations of the Town Council's two Masterplans for Sevenoaks Town Centre and St John's Hill Area, as adopted on 27th April 2026, had been published alongside their Consultation Reports on the Town Council's website. It was noted that they were already embedded within emerging local planning policy via the District Council's Regulation 19 draft Local Plan (Policy SEV1), and would also form part of the evidence base for the Sevenoaks Town Neighbourhood Plan's five-year-review in May 2028.

**467 PLANNING & ENVIRONMENT COMMITTEE PROCEDURES AND POLICIES DOCUMENT**

a) The Committee received a reminder that it had previously requested a review of its Committee Procedures and Policies document. It was noted that the document summarises how the Committee operates and formalises key considerations and values into non-statutory policies, including the Town Council's opposition to internally illuminated signs in Conservation and residential areas.

b) The Committee was advised that minor factual edits had already been made to the document, where the original contents had been superseded by local or national updates to the planning policy framework, with all such changes indicated in blue font.

c) It was requested that reference to the Town Council's adopted Masterplans be added to the document and used to support any relevant policies.

d) It was **RESOLVED** that the Procedures and Policies document be formally re-adopted by the Planning & Environment Committee, subject to the above amendment.

**468 DISTRICT COUNCIL REQUEST FOR EVIDENCE ON AN EXTERNAL COMMUNITY ASSET NOMINATION**

a) The Committee received notice that the Rifleman Pub at 30 Camden Road had been nominated by an external organisation as an Asset of Community Value (ACV) under the Localism Act 2011. Sevenoaks District Council had requested feedback or evidence from the Town Council to inform its review of the nomination, with a deadline for representations of 23 November 2026.

b) Councillors agreed that local pubs are valuable local assets, and it was **RESOLVED** that the Town Council's support of the nomination be forwarded to the District Council.

**469 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 26th October 2026.

**470 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 26th October 2026. It was **RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

**471 PRESS RELEASES**

It was **RESOLVED** that Press Releases be issued reporting on the following topics:

- Publication of the final, adopted Town Centre & St John's Hill Area Masterplans
- The Town Council's support for The Rifleman Pub to be registered as an Asset of Community Value

The meeting closed at 20:12.

Signed: _____

*Chair of the Planning & Environment Committee*

Date: _____

# Schedule of planning comments agreed 02-11-2026

# Planning Applications Considered

Applications considered on 2-11-26

| 1 | Plan Number | Planning officer | Town Councillor | Agent |
|---|---|---|---|---|
| | 26/00820/FUL | Ashley Bidwell 04/11/2026 | Cllr Dr Canet | Union4 Planning |
| Applicant | | House Name | Road | Locality |
| West Kent Housing Association | | Land North East Of Junction Wi | Seal Road, Greatness Lane | Northern |
| Town | | County | Post Code | Application date |
| | | | | 14/10/26 |

**26/00820/FUL - Amended plan**

**Demolition of existing garages. New building comprising 3 no. residential dwellings with associated car and cycle parking, bin store, landscaping and associated works.**

**A summary of the main changes is set out below:**

**Acoustic technical note received to address outstanding Environmental Health comments.**

*Comment*

**Sevenoaks Town Council recommended approval.**

| 2 | Plan Number | Planning officer | Town Councillor | Agent |
|---|---|---|---|---|
| | 26/01850/FUL | Abbey Aslett 05/11/2026 | Cllr Granville | Harringtons 2006 |
| Applicant | | House Name | Road | Locality |
| Eland Estates Limited | | Granville House | 7 Station Parade, London Road | Town |
| Town | | County | Post Code | Application date |
| | | | | 15/10/26 |

**26/01850/FUL - Amended plan**

**Subdivision and change of use to form 2 no commercial spaces to front of building and 2 no 2 bedroom flats with balcony to rear of building. Proposed extension and disabled compliant access to front of property. Associated hard and soft landscaping. Alterations to fenestrations.**

*Comment*

**Proposed from the Chair with Cllr Granville's apologies:**

**Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied with the recent noise assessment.**

| 3 | Plan Number | Planning officer | Town Councillor | Agent |
|---|---|---|---|---|
| | 26/02579/HOUSE | Abbey Aslett 09/11/2026 | Cllr Shea | Harringtons 2006 |
| Applicant | | House Name | Road | Locality |
| Mrs D Pajsert | | | 150 Seal Road | Northern |
| Town | | County | Post Code | Application date |
| | | | | 19/10/26 |

**Single storey flat roofed rear extension with roof lights and raised rear patio with steps and privacy screen. Infill doorway. Interal changes.**

*Comment*

**Sevenoaks Town Council recommended approval.**

# Planning Applications Considered

Applications considered on 2-11-26

| 4 | Plan Number | Planning officer | Town Councillor | Agent |
|---|---|---|---|---|
| | 26/02600/HOUSE | Zoe Dommett 09-11-2026 | Cllr Dr Dixon | Tobi Jaekle Architect |
| *Applicant* | | *House Name* | *Road* | *Locality* |
| Batchelor | | | 37 Bradbourne Road | St Johns |
| *Town* | | *County* | *Post Code* | *Application date* |
| | | | | 19/10/26 |

**Demolition of the existing single storey side garage extension and replacement with a partial double storey and partial single storey side extension. New Permeable parking spot. Associated hard and soft landscaping.**

*Comment*

**Sevenoaks Town Council recommended approval, provided that the Planning Officer is satisfied the rear French windows meet the 45 degree light test with the ground floor extension at No.39, and provided that a planning condition be set on any grant of permission, securing the new hardstanding to be comprised of semi-permeable materials, as recommended in the Flood Risk Assessment.**

**Informative:**
**The Town Council asked that consideration be given to upgrading the remaining existing hardstanding to permeable material at the same time as the new area is implemented, thus further reducing the flood risk.**

| 5 | Plan Number | Planning officer | Town Councillor | Agent |
|---|---|---|---|---|
| | 26/02633/MMA | Summer Aucoin 10/11/2026 | Cllr Wightman | Witcher Crawford |
| *Applicant* | | *House Name* | *Road* | *Locality* |
| Mr & Mrs Hogg | | Knole Field | Blackhall Lane | Wildernesse |
| *Town* | | *County* | *Post Code* | *Application date* |
| | | | | 20/10/26 |

**Amendment to 25/02158/FUL to increase the size of the basement.**

*Comment*

**Proposed from the Chair with Cllr Wightman's apologies:**

**Sevenoaks Town Council recommended approval**