Minutes of the Planning & Environment Committee
Held on Monday, 16 November 2026 in the Harry Garrett Hall, Bat & Ball Centre, Cramptons Road, TN14 5DN 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, Granville (Mayor), Gustard, Michaelides, Shea (Leader), Skinner OBE, Wightman, Willis

Apologies: Councillors Daniell (Deputy Leader), Dr Dixon, Layne, O'Hara (Deputy Mayor), Varley

Also present: Planning Committee Clerk, Senior Committee Clerk, Town Clerk / Chief Executive (virtual attendance), representatives of Woolf Bond and Croudace Homes

Members of the public present: 60

Pre-meeting Presentation

a) At 7pm and prior to the commencement of the meeting, the Chair read aloud the (attached) statement, clarifying for members of the public the Town Council's "Pre-planning discussions with developers protocol," under which the land-promoter of "land west of Brittains Lane" had been scheduled to speak, as well as the Town Council's role in planning. This was followed by a 20 minute presentation from representatives of Woolf Bond Planning and Croudace Homes, who attended virtually to present their emerging proposals to develop land west of Brittains Lane. It was noted that the site had been the subject of a draft housing allocation (ST4-4) in the District Council's Local Plan Regulation 19 consultation, as well as a previous appeal and subsequent pre-planning advice process between the developer and Sevenoaks District Council.

b) The presentation was followed by a question and answer session from Town Councillors, during which the following questions of note were asked:

- **Question:** What engagement had been held or is planned to update public on the proposals? **Answer:** Residents will have the opportunity to comment on the proposals when they are submitted as a formal planning application.

- **Question:** When can a planning application be anticipated? **Answer:** In the New Year, subject to on-going pre-planning discussions with Sevenoaks District Council.

- **Question:** How have the designs changed to resolve the issues of access and engineering / earthworks flagged by the Planning Inspector at the site's previous appeal? **Answer:** The developer has engaged with Kent County Council to address access issues and an emergency access has been added to the designs. The anticipated application will be full and therefore will

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need to be fully evidenced and include comprehensive levelling details. A further buffer and integration with the National Landscape has also been added, as well as more public open spaces.

• **Question:** Is the scheme viable to be delivered, including with an assurance of 50% affordable housing? **Answer:** Viability tests have confirmed this, and the intended 50% affordable housing provision would be secured via a legal Section 106 contract with Sevenoaks District Council.

c) Councillors thanked the presenters for their time. It was noted that the presentation was for update purposes only, 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

a) A short (3-5 minutes) presentation was received from a representative of the Brittains Lane Association, by prior registration, objecting to the proposed development of "land west of Brittains Lane," which had been the subject of the pre-meeting presentation at 7pm. This included a short video explaining the background and qualities of the site previously referred to as "Brittains Mead."

b) Further questions were received from members of the public and answered by the Chair.

472 APOLOGIES FOR ABSENCE

As above.

473 REQUESTS FOR DISPENSATIONS

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

474 DECLARATIONS OF INTEREST

a) Correspondence was received and circulated to all Councillors, objecting to the proposed development at "land west of Brittains Lane," which was the subject of the pre-meeting presentation at 7pm.

b) Cllr Skinner, Cllr Dr Canet and Cllr Shea all declared that they had been lobbied regarding the following Agenda Item:

• **[Agenda Item 6]:** Request to add Sevenoaks District Council's proposed crossing at Bradbourne Lakes to the Highway Improvement Plan

475 MINUTES OF THE PLANNING & ENVIRONMENT COMMITTEE HELD ON 2ND NOVEMBER 2026

The minutes of the Planning & Environment Committee meeting held on 2nd November 2026 were received. It was **RESOLVED** that the minutes be approved and signed as a true record.

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476 SEVENOAKS DISTRICT COUNCIL - REQUEST FOR FEEDBACK ON PROPOSED REMOVAL OF CASH PAYMENT OPTIONS FOR PARKING

a) Members received notice that Sevenoaks District Council had requested the Town Council's feedback on its proposal to remove cash payment from parking machines from 1 April 2027. It was noted that feedback received would be considered and used to inform an update to, and decision by, the District Council's Cabinet, and that the deadline for responses was 24 December 2026.

b) The Committee considered the specific topics on which the District Council was seeking feedback, namely: whether removing cash payments could create difficulties or barriers for the people Sevenoaks Town Council represents; whether particular groups may be disproportionately affected; what accessibility issues should be considered before introducing the change; what support, information, or alternative payment arrangements should be considered; and any other comments or practical suggestions to help make parking payment arrangements as accessible and inclusive as possible.

c) Members discussed the proposal and the potential impact on residents, and the following key topics were noted:

- Cashless payments which rely solely on apps were considered particularly restrictive and inaccessible,
- Not all visitors may have access to smartphones or bank cards,
- Councillors questioned whether the proposed change is supported by localised evidence as to the mix of payments received at each individual car park, and whether a particular location may be less suitable for cashless payments than others,
- Thorough consultation is needed with the public and key demographics of Sevenoaks District before any change should be introduced,
- Local businesses owners, including the new management company at Blighs were also noted to be important consultees who should influence the decision. It was agreed that the Sevenoaks Town Team, which is comprised of local business owners, would be a particularly valuable source of feedback,

d) It was **RESOLVED** that a draft response encompassing the above-points be produced and presented for approval at the next Planning & Environment Committee. It was further **RESOLVED** that the Town Council would liaise with the Sevenoaks Town Team and request that it consider the consultation at its next meeting on 25th November 2026.

477 REQUEST TO ADD SEVENOAKS DISTRICT COUNCIL'S PROPOSED CROSSING AT BRADBOURNE LAKES TO THE HIGHWAY IMPROVEMENT PLAN

a) The Committee received a request from Sevenoaks District Council, to add pedestrian safety improvements between the two Bradbourne Lakes sites as a priority item within the Town Council's Highway Improvement Plan. It was noted that the request originated from the District Council's Bradbourne Re-bourne project, where the following options are currently being explored

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b) Members were reminded that the options being explored by Sevenoaks District Council included speed bumps, a zebra crossing, road markings or signage, and a priority chicane. It was further noted that the Town Council had previously agreed, on 5 October 2026, its own proposal for a raised table crossing with public realm treatments, which the District Council had agreed to consider.

c) Councillors expressed hesitation at implying support of all options being explored by the District Council, particularly speed bumps or a zebra crossing, which were not considered necessary or appropriate for this location. It was also agreed that a caveat should be added that the Item's potential inclusion on the Town Council's HIP is solely to express support of the project, and should not cause diversion of resources from other priority items - either from Kent County Council or the Town Council's funding.

d) A further alternative option was suggested that temporary road closures could support meanwhile uses and expanded public realm features without the need for hard landscaping interventions. It was **RESOLVED** that the Town Council add the following to its Highway Improvement Plan, on the caveat that it is solely as an expression of support and not intended for investigation, delivery, or funding via the Highway Improvement Plan:

- **Pedestrian safety improvements to be delivered as part of Sevenoaks District Council's Bradbourne Re-bourne project, with particular support for those which would deliver substantial public realm improvements such as a raised table promoting shared space and extension of the public realm between the two lake sites, or temporary road closures to support meanwhile uses.**

478 STREET NAMING AND NUMBERING - NOTIFICATION OF NEW ADDRESSES

Notice was received of the amended street naming and numbering for eight dwellings on the former site of 10 Victoria Road. The Committee was informed that the new addresses had been amended as follows: 10 Victoria Road Flats 1–4, 10A Victoria Road Flats 1–2, 10B Victoria Road, and 10C Victoria Road.

479 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 9th November 2026. It was **RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

480 PRESS RELEASES None.

The meeting closed at 20:53.

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Signed: _____

Chair of the Planning & Environment Committee

Date: _____

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Supplementary Documents

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Sevenoaks Town Council Planning & Environment Committee meeting 16th November 2026

Pre-meeting statement presented by the Chair, prior to the Woolf Bond / Croudace Homes presentation:

We have received enquiry as to the process of Sevenoaks Town Council receiving presentations by developers, as well as its role in the planning process. For the sake of clarity to those in attendance and watching online, we have prepared the following answers.

Why are Woolf Bond presenting and how was this arranged?

The Planning & Environment Committee is receiving a presentation from Woolf Bond on behalf of its client, Croudace Homes, on their updated proposals for the site known as land west of Brittains Lane.

This came about after the presenter reached out to Kippington Ward Councillors and the Town Council on 28th October 2026, asking to meet so as to provide an update on the draft proposals for the site, following a "Preplanning application" process that they had undertaken with Sevenoaks District Council. Sevenoaks Town Council, as a separate entity to the District Council, is not privy to or consulted during pre-planning application discussions.

The Town Council responded by offering a presentation slot for the Planning & Environment Committee. This is as per its standard protocol and also its preferred format of receiving such information from developers, due to Committee meetings being open to public and therefore more transparent for residents.

What role does the Town Council play in the planning process?

Sevenoaks Town Council is a Statutory Consultee to the Local Planning Authority – being Sevenoaks District Council – on formal planning applications received within Sevenoaks Town.

It is not consulted by the District Council on pre-planning application requests, which is solely between the District Council and the developer.

When a formal application is submitted to the District Council, the Town Council is requested to provide its recommendation on the application. This is then considered by the Case Officer at the District Council, to help inform their decision.

The purpose is for the Town Council to provide a local perspective on a proposal. It must base its recommendations on "material" planning considerations – for instance impact on landscape and biodiversity, character, amenity, and Green Belt.

The Town Council also responds to other planning-related consultations such as emerging Planning Policy documents, and recently responded to the draft Local Plan consultations at both Regulation 18 and Regulation 19 stage.

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How can public influence the planning process?

Residents will be given the opportunity to comment on the emerging proposals when they are submitted to Sevenoaks District Council as a formal planning application. This will be considered by the District Council's Case Officer when they make a final decision.

Residents can also register to speak against the application (1 per application, for and against) when it is considered by the Town Council's Planning & Environment Committee. This can help inform the Town Council's recommendation.

What are Councillors' views on the scheme?

Councillors have a legal duty to avoid being pre-determined either for or against a proposed development. To express support or opposition of a scheme before it has reached the formal planning application stage could potentially risk the Town Council being considered as pre-determined or biased when it comes to make a formal recommendation later – which could compromise its ability to influence the final decision.

The Town Council has opposed previous iterations of the scheme – including the previous planning application as well as its draft allocation within the Local Plan. It must, however, maintain an open-mind to the contents and merits of any new emerging scheme / application and oppose or support it entirely on its own merits.

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Planning Applications Considered

Applications considered on 16-11-26

1	Plan Number	Planning officer	Town Councillor	Agent
	26/02174/HOUSE	Beth Jones 19/11/2026	Cllr Wightman	N/A
Applicant		House Name	Road	Locality
Mr G Sangster		The Beeches	Blackhall Lane	Wildernesse
Town		County	Post Code	Application date
				29/10/26

32 all black anti-glare premium solar panels on the existing south-facing roof of our home.

//Application invalidated and revalidated 29/10/2026, with a Preliminary Ecological Appraisal having been produced.//

Comment

Sevenoaks Town Council recommended approval.

2	Plan Number	Planning officer	Town Councillor	Agent
	26/02193/MMA	Summer Aucoin 30/11/2026	Cllr Granville	Carmen Austin Architectu re Ltd
Applicant		House Name	Road	Locality
Mr Jeffreys and Ms Bellman-Jef freys			44 St Botolphs Road	Town
Town		County	Post Code	Application date
				09/11/26

Amendment to 25/01500/HOUSE to internal cavity walls, number and position of solar panels, fenestration and door positioning and addition of air source heat pump

Comment

Sevenoaks Town Council recommended approval.

3	Plan Number	Planning officer	Town Councillor	Agent
	26/02271/HOUSE	Beth Jones 23/11/2026	Cllr Clayton	Cobden
Applicant		House Name	Road	Locality
Mr A Garman			55 Seal Hollow Road	Eastern
Town		County	Post Code	Application date
				02/11/26

Removal of existing conservatory, part of front wall, garage and 2 storey extension. Construction of 2 storey side extension with juliet balcony. Single storey front extension and alterations to fenestration.

//Application invalidated and revalidated 02/11/2026, with a flood risk assessment having been provided.//

Comment

Sevenoaks Town Council recommended approval for the principle and format of development, however asked the Planning Officer to consider whether the materials are suitable and compatible with the Sevenoaks Residential Character Area Assessment.

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Planning Applications Considered

Applications considered on 16-11-26

4	Plan Number	Planning officer	Town Councillor	Agent
	26/02560/HOUSE	Zoe Dommett 30/11/2026	Cllr Gustard	Fuller Long
Applicant		House Name	Road	Locality
Mr A Davidson		Shenden House	17 Shenden Way	Kippington
Town		County	Post Code	Application date
				09/11/26

Single garage, entrance gate and roof antenna.

Comment

Sevenoaks Town Council recommended approval, providing Planning Officer is satisfied that the roof antenna meets planning legislation limits and does not detract from the street scene or impact neighbour amenity.

5	Plan Number	Planning officer	Town Councillor	Agent
	26/02650/HOUSE	Beth Jones 27/11/2026	Cllr Dr Canet	N/A
Applicant		House Name	Road	Locality
Mr T Whiteley			222 Seal Road	Northern
Town		County	Post Code	Application date
				06/11/26

Demolition of existing conservatory and garage. Erection of a two-storey side extension with single flat roof dormer to rear and two gable dormers to front.

Comment

Sevenoaks Town Council recommended approval.

6	Plan Number	Planning officer	Town Councillor	Agent
	26/02656/FUL	Christopher Park 30/11/2026	Cllr Willis	Simply Planning
Applicant		House Name	Road	Locality
Pennard Practice Limited (R Ca		New Pennard House	26-28 Pembroke Road	Town
Town		County	Post Code	Application date
				09/11/26

Erection of a modular building to house an ancillary veterinary MRI facility. Screening and new hedgerow.

Comment

A motion to recommend approval was made, seconded, and LOST AT THE VOTE.

Sevenoaks Town Council recommended refusal on the grounds that the development would be visually inappropriate and obtrusive at this gateway location to the Town.

Informative:
The Town Council considered that a development of this scale and visual impact would be much more appropriately sited at the rear of the building instead.

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Planning Applications Considered

Applications considered on 16-11-26

7	Plan Number	Planning officer	Town Councillor	Agent
	26/02745/HOUSE	Summer Aucoin 27/11/2026	Cllr Daniell	Open Architecture
Applicant		House Name	Road	Locality
Mr P & Ms J Ambler			14 Lea Road	Kippington
Town		County	Post Code	Application date
				06/11/26

Ground floor alterations including the provision of a new entrance porch and cloaks area. Alongside a loft conversion, incorporating a new dormer extension.

Comment

Proposed by Cllr Gustard, with Cllr Daniell's apologies:

Sevenoaks Town Council recommended approval.

8	Plan Number	Planning officer	Town Councillor	Agent
	26/02796/HOUSE	Beth Jones 23/11/2026	Cllr O'Hara	AK-Studios
Applicant		House Name	Road	Locality
S Brcerevic			25 Betenson Avenue	Northern
Town		County	Post Code	Application date
				02/11/26

Garage conversion and rear extension, with associated alteration to fenestration.

Comment

Proposed by Cllr Shea, with Cllr O'Hara's apologies:

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied with the designs and that there will be no unacceptable overlooking of neighbours from the new window. Should the degree of overlooking be considered unacceptable, the Town Council requested that a condition for it to be obscure glazed be added to any subsequent grant of consent.

9	Plan Number	Planning officer	Town Councillor	Agent
	26/02856/HOUSE	Beth Jones 27/11/2026	Cllr Willis	Highgate Planning And D evelopment Ltd
Applicant		House Name	Road	Locality
Mr And Mrs Skeen			33 Gordon Road	Town
Town		County	Post Code	Application date
				06/11/26

Single storey rear extension and loft conversion with rear dormer and rooflights.

Comment

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

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