

Minutes of the Sevenoaks Town Council PLANNING COMMITTEE meeting held on Monday 5<sup>th</sup> February 2024 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/voZt\\_mQ7C\\_0](https://youtube.com/live/voZt_mQ7C_0)

**Present:**

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**Committee Members**

Clr Ancrum	<b>Present</b>	Clr Gustard	<b>Present</b>
Clr Layne	<b>Present, left at 8:28pm</b>	Clr Michaelides	<b>Present</b>
Clr Camp – Chair	<b>Present</b>	Clr O’Hara	<b>Apologies</b>
Clr Dr Canet	<b>Present</b>	Clr Shea – Mayor	<b>Present</b>
Clr Clayton – Leader	<b>Apologies</b>	Clr Skinner OBE	<b>Present</b>
Clr Daniell	<b>Present</b>	Clr Varley – Vice Chair	<b>Apologies</b>
Clr Dr Dixon	<b>Present</b>	Clr Willis	<b>Present</b>
Clr Granville	<b>Present</b>	Clr Wightman – Deputy Leader	<b>Present</b>

**Also in attendance:**

Town Clerk

Planning Committee Clerk

Approx. 30 Members of the Public

**PUBLIC QUESTION TIME**

None.

654 **REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

655 **DECLARATIONS OF INTEREST**

None.

656 **DECLARATIONS OF LOBBYING**

a) Written representation was received and forwarded to all Cllrs, objecting to the following application:

- [Plan no. 8] 24/00068/FUL – The Old Meeting House, St Johns Road

b) Cllr Granville declared that she had been lobbied on the following application, and completed a site visit. She did not vote on its outcome:

- [Plan no. 9] 24/00093/HOUSE – 27 The Drive

657 **MINUTES**

a) The Committee received the MINUTES of the Planning Committee Meeting held 22<sup>nd</sup> January 2024.

**It was RESOLVED** that the minutes be approved.

b) The Committee received and noted the Minutes from the STNP Monitoring and Implementation Working Group held on 22<sup>nd</sup> January 2024.

c) It was **RESOLVED** that the following recommendations be noted and agreed:

- i) To note Sevenoaks Residential Character Area Assessment locations where trees and hedgerows contribute significantly in the Planning Committee's responses to planning applications.
- ii) Liaise with Kent Wildlife Trust regarding STNP objectives.
- iii) Community Asset nomination for the land proposed for future allotments to be prioritised.
- iv) Biodiversity policy L1 to be strengthened as indicated.
- v) Policy L7 to include reference to Millpond.

d) It was noted that actions c.i.-c.iii. were recommended for immediate pursual, and actions c.iv.-c.v. for inclusion in the 5-year review of the STNP.

658 TEMPORARY ROAD CLOSURE – HILLINGDON AVENUE: 12<sup>TH</sup> FEBRUARY 2024 FOR 5 DAYS

a) The Committee received notice that the above road would be closed outside number 4A from 12<sup>th</sup> February 2024 for 5 days.

b) The alternative route was noted, as well as weblink to up to date information, as below:

<https://one.network/?tm=136485902>

659 NATIONAL PLANNING POLICY FRAMEWORK DECEMBER 2023 UPDATE

a) The Committee received notice that the National Planning Policy Framework (NPPF) was updated in December 2023, and noted that further information on the changes is available via the December Planning Newsletter from the Department of Levelling Up, Housing and Communities, as well as the Written Ministerial Statement published 19<sup>th</sup> December 2023.

b) Councillors queried whether this would affect the Local Plan, as well as how they should be looking at planning applications. Cllr Gustard offered to share with Councillors the presentation slides from training that she is due to receive on this subject from the District Council, in her capacity as a District Councillor. These to be forwarded to Councillors once available.

c) Cllr Shea queried whether the NPPF changes were associated with a previous consultation on planning enforcement, which the Town Clerk clarified as not. It was agreed that the Planning Committee Clerk would investigate whether results of this consultation have been published.

d) It was noted that funding had been offered to Local Planning Authorities to aid in clearing the backlog of planning application decisions. Councillors queried whether Sevenoaks District Council had applied for this, and it was agreed that the Planning Committee Clerk enquire.

660 PRE-SUBMISSION DRAFT OF THE KENT MINERALS AND WASTE LOCAL PLAN 2024-39

a) Councillors received notice that Kent County Council is consulting on its Pre-Submission Draft of the Kent Minerals and Waste Local Plan 2024-39, from Wednesday 17<sup>th</sup> January 2024 to Thursday 29<sup>th</sup> February 2024.

b) Councillors noted that the Sevenoaks Quarry (Tarmac) site was due to close, and has received Outline planning permission for up to 950 units. It was agreed that the Town Council not respond to the consultation, as there are no new proposed sites within Sevenoaks Town.

661 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 29<sup>th</sup> January 2024.

b) It was noted that STC's request for Policy L1 to be applied to a planning application – despite it being a Full application and therefore applicable, was not followed. This was due to the wording of the Policy “wherever possible”, and Councillors emphasised that the Policy should be strengthened as per Minute 657c, on the Neighbourhood Plan's 5 year review.

662 PLANNING APPLICATIONS

(a) Update Sheet: The Town Council received notice that SDC had received the following Proposed Lawful Development Certificate Application:

- 23/03691/LDCPR – Land South of Larches Ashgrove Road: Creation of a new private way of 13.0m in length by 6.5m wide constructed of black tarmac.

(b) It was noted that STC had not been formally consulted due to the application being considered under General Permitted Development rights, however it was agreed that the Town Council forward its recommendation, listed on the attached schedule.

(c) Minute Item 662.d. as well as consideration of its corresponding planning application was moved further up the Agenda and considered after Declarations of Interest. This as per Standing Order 10.a.viii, whereby the order of business of the Agenda may be changed without prior written notice.

(d) The meeting was adjourned to allow members of the public to speak for three minutes on the following application, by prior agreement. The meeting remained adjourned for Councillors to address the applicant to clarify points on proposed use, current congregation numbers, and capacity of the site.

- [Plan no. 8] 24/00068/FUL – The Old Meeting House (Against)

- [Plan no. 8] 24/00068/FUL – The Old Meeting House (For)

(e) The Committee considered planning applications received during the two weeks ending 29<sup>th</sup> January 2024. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

663 PRESS RELEASES

None.

There being no further business the Chair closed the meeting at 8:40pm.

Signed .....  
Chair

Dated .....

# Planning Applications Considered

Applications considered on 5-2-24

<b>1</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/02996/HOUSE	Christopher Park 14/02/2024	Cllr Layne	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Hosseini			71 Hillingdon Rise	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				24/01/24

**Erection of a garden home office.**

**Revalidated Plan:**

**Missing block plans and side elevations received on 15/01/2024.**

*Comment*

**Sevenoaks Town Council recommended approval, as long as the Arboricultural Officer is satisfied.**

<b>2</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03232/HOUSE	Stephanie Payne 13/02/2024	Cllr Clayton	Coleman Anderson Archit
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr and Mrs Ramsay			10 Wildernesse Mount	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				23/01/24

**23/03232/HOUSE - Amended plan**

**Installation of Samsung Air Source Heat Pump on Front Elevation, with timber covering.**

**A summary of the main changes have been set out below:**

**An MCS Noise assessment has been provided in relation to Environmental Health's comments.**

*Comment*

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

**Sevenoaks Town Council recommended approval, provided the Planning Officer and Environmental Health Officers are satisfied there is no unacceptable noise impact on neighbours from the heat pump, and that the rest of the development is being constructed in line with the permission given.**

# Planning Applications Considered

Applications considered on 5-2-24

<b>3</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03486/HOUSE	Christopher Park 14/02/2024	Cllr Layne	Designhomeplan Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Micallef			50 St Johns Hill	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				24/01/24

**23/03486/HOUSE - Amended plan**

**Single storey rear extension with rooflights. New side gate. Single storey granny annexe to the rear garden with rooflight. Alterations to fenestration.**

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

**The site location plan has been updated as the previous plan included communal land not within the sole ownership of the applicant. Therefore, given that notice was not served under an ownership certificate, the site location plan has been amended to exclude the land beyond the rear boundary.**

*Comment*

**Sevenoaks Town Council recommended refusal on the grounds of overdevelopment and loss of privacy, as per its previous recommendation.**

<b>4</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03609/CONVAR	Samantha Yates 08/02/2024	Cllr Daniell	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mrs L Crockford		Ground & First Floor Flats, Sc	73 Solefields Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				18/01/24

**23/03609/CONVAR - Amended plan**

**Variation of condition 2 (occupation of accommodation) for 89/02141/FUL for erection of Headmasters house and subsidiary staff accommodation. To remove occupancy condition for staff accommodation.**

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

**Floor plans of the ground and first floor flats, showing separation from Headmasters House.**

*Comment*

**Sevenoaks Town Council recommended approval.**

**Informative: The Town Council requested whether a condition could be put in place to ensure that the units remain as affordable housing should the units change hands.**

# Planning Applications Considered

Applications considered on 5-2-24

<b>5</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03677/HOUSE	Summer Aucoin 16/02/2024	Cllr Granville	AK - Studios
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr O Kulibaev			16 Knole Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				26/01/24

**Raised patio and new landscape in the rear garden, new retaining walls.**

**Revalidated plan:  
Block Plan now provided.**

*Comment*

**Proposed by Cllr Granville on behalf of Eastern Ward:**

**Sevenoaks Town Council recommended refusal on the grounds of overshadowing and overdevelopment.**

<b>6</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03691/LDCPR			Genesis Town Planning
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
J Cullen		Land South of Larches	Ashgrove Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/12/23

**Creation of a new private way of 13.0m in length by 6.5m wide constructed of black tarmac under Part 6, Class B (d) of the Town and Country Planning General Permitted Development Order as amended.**

*Comment*

**Sevenoaks Town Council recommended that the Lawful Development Certificate be refused on the below grounds, and requested that any proposals to install a new access on Ashgrove Road be made via FUL formal application, as per the Town Council's previous recommendation on 23/02915/AGRNOT.**

**- The Town Council does not consider this land to qualify as being agricultural, which this Lawful Development Certificate application requires it to be. This also as per the District Council's decision on 23/02915/AGRNOT.**

**- The site has adequate access via an adjacent public byway which is specifically designated for agricultural access, therefore the proposed access is not "reasonably necessary for the purpose of agriculture within the unit"**

**- Ashgrove Road experiences high traffic and is prone to congestion due to the road being a single track. The Town Council considers this to be relevant due to the planning history of the site, in that Outline planning permission was refused in March 2023 due to issues related to access.**

# Planning Applications Considered

Applications considered on 5-2-24

<b>7</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>24/00060/HOUSE</b>	Summer Aucoin 09/02/2024	Cllr Gustard	Offset Architects
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Allen		The Dene	9 Kippington Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				19/01/24
<b>Replacement of existing glazed conservatory with new, partly glazed extension and alterations to driveway.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

<b>8</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>24/00064/HOUSE</b>	Summer Aucoin 14/02/2024	Cllr Gustard	Open Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms R Emms			19 Brattle Wood	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				24/01/24
<b>Erection of an outbuilding and proposed landscape works to the front of the property.</b>				

*Comment*

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



# Planning Applications Considered

Applications considered on 5-2-24

<b>9</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00068/FUL	Samantha Yates 09/02/2024	Cllr Camp	DC Hudson & Partner LL
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Dr E Ansari		The Old Meeting House	St Johns Road	St Johns
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			19/01/24	
<b>Change of use to a place of worship. Works to fenestration.</b>				

*Comment*

**Sevenoaks Town Council recommended refusal, unless:**

- The Highways Department and Planning Officer are satisfied with the full details of the Transport Plan.
- A condition is placed requiring the mitigation measures detailed in section 3 of the Noise Impact Assessment be installed and completed prior to the change of use commencing.
- A condition be placed that prohibits any amplified music (recorded or live) being played. This is in case there is intended to be any other use taking place in the hall, such as private functions or other celebrations.
- The effect of these measures to mitigate noise disturbance is monitored and the results, including an annual report, with any amendments that are reasonably required to these measures, be submitted annually to the Local Planning Authority.
- A Travel Plan is completed\* which confirms that the change of use would result in no harm in terms of local parking, amenity, highway safety, or capacity efficiency - to be approved by the Local Planning Authority.
- The Travel Plan, once approved, is implemented in full and monitored at yearly intervals, and the results - including an annual report - together with any amendments that are reasonably required to the Travel Plan, is submitted for approval of the Local Planning Authority.

**Informative:**  
 \*The Town Council noted that 14 appendices on methodology are currently missing but anticipated from the Transport Plan, which it awaits the receipt of.

<b>10</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00093/HOUSE	Abbey Aslett 14/02/2024	Cllr Willis	Open Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr A Knight			27 The Drive	Town
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			24/01/24	

**Demolition of existing single storey side extension and proposed new single storey rear/side extension with rooflights and solar panels, internal alterations including the addition of an internal lift and associated landscaping.**

*Comment*

**Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied with the materials, and the Arboricultural Officer being satisfied that there is no damage to trees.**

# Planning Applications Considered

Applications considered on 5-2-24

<b>11</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>24/00101/HOUSE</b>	Samuel Odell 16/02/2024	Cllr Daniell	Nadia Ledger Architects
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Smith		Cumbrae	Brittains Lane	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				26/01/24
<b>Relocation of front door with new porch to the front elevation and internal alterations.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

<b>12</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>24/00139/FUL</b>	Summer Aucoin 16/02/2024	Cllr Varley	Blackburn Architects Limit
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr P Bailey			65 Weald Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				26/01/24
<b>Removal of existing mock tudor details with replacement finishes, replacement porch canopy, painted fascias and soffits.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**