

Minutes of the Sevenoaks Town Council PLANNING COMMITTEE meeting held on Monday 29th April 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/epRz--wM8XM>

Present:

Committee Members

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

Also in attendance:

Town Clerk
 Planning Committee Clerk

PUBLIC QUESTION TIME

None.

59 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

60 DECLARATIONS OF INTEREST

Cllr Shea declared that she and other Councillors had been lobbied by neighbours of the below residence, opposing a previous Grant for approval. Councillors agreed that they would consider the application solely on its own merits.

- [Plan no. 9] 24/00747/HOUSE – Woodleigh Cottage, 48 Camden Road

61 MINUTES

The Committee received the MINUTES of the Planning Committee Meeting held 15th April 2024.

It was RESOLVED that the minutes be approved.

62 SEVENOAKS DISTRICT COUNCIL EARLY DESIGN CONCEPTS FOR THE AREA EAST OF SEVENOAKS TOWN CENTRE

a) The Committee received reminder that Sevenoaks District Council (SDC) is consulting on its early design concepts for the area east of the Town Centre, including the leisure centre and library.

b) It was noted that full information on the consultation could be found via the below link: <https://www.sevenoaks.gov.uk/haveyoursay>

c) Councillors discussed the proposals and a draft response produced between Councillors. Key points of note were considered and combined with previous comments.

d) It was **RESOLVED** that the discussed items be added to the Town Council's draft response and forwarded to SDC. Full copy of comments will be published in a future Planning Committee Agenda.

63 PUBLIC CONSULTATION ON REVISED VALIDATION AND GUIDANCE REQUIREMENTS FOR PLANNING APPLICATIONS DETERMINED BY KENT COUNTY COUNCIL

a) The Committee received reminder that Kent County Council (KCC) is consulting on its draft revised Guidance and Validation Requirements for planning applications determined by the County Council.

b) Cllr Daniell and Cllr Skinner both reported that they had reviewed the documents and found them to be uncontroversial and unlikely to impact the Town Council. It was noted however, that planning applications place a high burden of both time and money on applicants in the amount of supporting evidence and fees they require.

c) It was **RESOLVED** that the Town Council respond to the consultation, stating its opinion that Planning Authorities should be supporting applicants who are putting forwards development proposals that could help grow the Town, as opposed to discouraging them with high costs and a large amount of supporting evidence.

64 REVIEW OF SEVENOAKS TOWN COUNCIL'S PLANNING COMMITTEE POLICIES DOCUMENT

a) The Committee received and discussed copy of the Town Council's Planning Committee Policies and Procedures document, last adopted by the Planning Committee on 14th November 2022.

b) It was noted that a number of sections and policies required either amendment or addition – including considering removal of the Town Council's stance against internally illuminated signs, and addition of the below Current Matters actions:

- STC to prepare a map of locations for a Traffic Regulation Order to provide corner protections at various locations
- To add guidance to the Planning Committee Policy document on the Committee's stance on Air Source Heat Pumps
- To consider investigating and preparing STC policy/stance on boreholes as private water supply

- To extract locations from the Sevenoaks Residential Character Area Assessment locations where trees and hedgerows contribute significantly for use of the Planning Committee
- To consider adding a policy on how the Planning Committee decides assets to nominate under the Community Right to Bid scheme.

c) It was **RESOLVED** that a Working Group be formed to progress this in collaboration with the Planning Committee Clerk, with membership to include Cllr Shea, Cllr Skinner, Cllr Dr Dixon and Cllr Daniell.

65 DEVELOPMENT MANAGEMENT COMMITTEE

a) The Committee noted that the below application was discussed by the Development Management Committee on 25th April 2024.

- 23/03054/ADV – Ground Floor, 26-28 Pembroke Road

b) Cllr Camp and Cllr Granville reported that they had attended the meeting but had not registered to speak as they considered the Case Officer's report to fully comprehensive.

c) It was noted that the application had been Granted, and that some local residents had expressed their disappointment with the decision, due to feeling proposed lighting would be too bright and disruptive.

66 TEMPORARY ROAD CLOSURES – OAK LANE 13TH MAY 2024

a) It was noted that the above road would be closed outside Cross Keys Lodge on 13th May 2024 between the hours of 9:30am and 3:00pm.

b) It was further noted that the diversion route would be via Oak Lane, Ashgrove Road, Hopgarden Lane, Grassy Lane and vice versa.

c) Councillors discussed the impact that the numerous emergency road closures was having on the network, especially when further licences for scaffolding appeared to be being granted without consideration or coordination with the existing road closures.

d) It was **RESOLVED** that STC write to KCC Highways team, highlighting this issue and requesting more coordination in the process to avoid elevated disruption to motorists.

67 LETTER BOX LANE TRAFFIC REGULATION ORDER – UPDATE REGARDING TOWN COUNCIL COMMENTS

a) Councillors received reminder of the Town Council's previous response to KCC's proposals to add corner protections to Letter Box Lane via double yellow lines.

b) Councillors noted with disappointment that the Town Council’s request to extend the yellow lines could not be granted without a further Traffic Regulation Order (TRO).

c) Councillors requested that the limitations on what amendments can be recommended by respondents be made clearer at the initial consultation stage in order to avoid disappointment. It was also requested STC be directly consulted on such proposals prior to the TRO stage in order to avoid similar instances in the future.

d) It was **RESOLVED** that the above requests be forwarded to KCC Officers and Cllr Richard Streatfeild, in addition to request that for an amended TRO to incorporate the Town Council’s recommendation.

68 CURRENT MATTERS REPORT

Councillors received and noted the Current Matters report.

69 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 STC’s Planning Committee, received during the two weeks ending 22nd April 2024.

70 PLANNING APPLICATIONS

(a) The Committee received and noted comments made on applications considered under Chair’s Action, submitted to Sevenoaks District Council.

(b) No members of the public registered to speak on individual applications.

(c) The Committee considered planning applications received during the two weeks ending 22nd April 2024. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

71 PRESS RELEASES

It was **RESOLVED** that a Press Release be issued on the Town Council’s welcoming of Sevenoaks District Council’s plans for the land East of the Town Centre, as well as its looking forwards to work collaboratively on related projects.

There being no further business the Chair closed the meeting at 8:43pm.

Signed
Chair

Dated

Planning Applications Considered

Applications considered on 29-4-24

1	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03618/FUL	Christopher Park 14/05/2024	Cllr Willis	TBO Design Studios
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs C Upsher		Allan Upsher Upholsterers Ltd	Rear of 26 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/04/24

Change of use from workshop/showroom to a 1 bedroom dwelling.

/REVALIDATED PLAN with original Consultation Letter previously received 04.01.2024, following Invalid notification on 05.01.2024./

A summary of the main changes are set out below:

Amended Site Location Plan, Design and Access Statement and Parking Clarification received on 19.04.2024.

Comment

Sevenoaks Town Council recommended approval, subject to:

- A watching brief/discovery strategy being conditioned on any permission, as requested by the Environmental Health Officer
- Approval of the proposals from the Conservation Officer

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00383/HOUSE	Abbey Aslett 03/05/2024	Cllr Dr Dixon	Harringtons 2006
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Figaredo & Alvarez			6 Merlewood	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				12/04/24

24/00383/HOUSE - Amended plan

Demolish garage, and erect two storey front and side extension, new bay window to front elevation, replacement roof raising ridge with gable to rear and rooflights, single storey rear extension, change elevational treatments, alteration to fenestration and new gates and fencing.

A summary of the main changes are set out below:

Clarifications on block plan as to the location of the proposed fence (seen on the proposed elevation drawings and referred to in Design and Access Statement) would be located.

Comment

Sevenoaks Town Council noted that this application had been reconsulted on in error and had since been Granted. It therefore did not provide comment.

Planning Applications Considered

Applications considered on 29-4-24

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00466/MMA	Christopher Park 14/05/2024	Cllr Daniell on behalf of Cllr Varl	Open Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr C Mitchell		Whiteacre	87 Oakhill Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/04/24
24/00466/MMA - Amended plan				
Amendment to 23/01020/HOUSE.				
A summary of the main changes are set out below:				
Corrected drawings.				

Comment

Proposed by Cllr Daniell with Cllr Varley's apologies:

Sevenoaks Town Council recommended approval.

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00509/ADV	Sean Mitchell 30/04/2024	Cllr Granville	AW Architectural Design
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ice King			127 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				09/04/24

24/00509/ADV - Amended plan

1no fascia sign & 1no projecting sign.

A summary of the main changes are set out below:

Proposed projection sign has been amended - now externally illuminated (250cdm2).

Comment

Sevenoaks Town Council recommended approval, with the request that the street number be included in the fascia signage as per Town Council policy.

5	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00686/FUL	Samanths Yates 09/05/2024	Cllr Granville	Progetto Design LLP
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr A Khan			37 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				17/04/24

Change of use to a taxi office.

Comment

Sevenoaks Town Council recommended approval on the following conditions:

- That the Planning Officer first seek clarification on whether the proposed opening hours include weekend and bank holidays, as these are currently omitted in the application form
- That the Planning Officer is subsequently satisfied that the confirmed hours of operation won't impact neighbours
- That the Planning Officer is satisfied with the noise assessment
- That the Conservation Officer approves that the specified new signage is satisfactory.

Planning Applications Considered

Applications considered on 29-4-24

6	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00700/HOUSE	Summer Aucoin 08/05/2024	Cllr Willis	Nadia Ledger Architects
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Pearson			34 Granville Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				16/04/24
Partial demolition of existing single storey outbuilding and new single storey rear elevation.				

Comment

Sevenoaks Town Council recommended approval, subject to both the Planning Officer and the Conservation Officer being satisfied with the materials and designs.

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00713/HOUSE	Stephanie Payne 01/05/2024	Cllr Clayton	Sevenoaks Plans Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms T Cerullo			13 Wickenden Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				10/04/24
Proposed existing A/C unit at front to be retained.				

Comment

Proposed from the Chair with Cllr Clayton's apologies:

Sevenoaks Town Council recommended refusal, unless the Environmental Health Officer is satisfied that the noise levels are acceptable, and that the position of the air-conditioning does not impact the neighbours.

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00714/MMA	Samantha Yates 03/05/2024	Cllr Willis	Open Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr S Patel		Land Rear of De Winter House	Granville Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				12/04/24
Amendment to 22/02747/FUL.				

Comment

Sevenoaks Town Council recommended approval, provided both the Planning Officer and the Conservation Officer are satisfied with the amendments.

Planning Applications Considered

Applications considered on 29-4-24

9	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00747/HOUSE	Christopher Park 14/05/2024	Cllr Camp	Harriplan (South West) Lt
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs M Taylor		Woodleigh Cottage	48 Camden Road	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/04/24
Erection of single storey side and rear extension. First floor extension with roof lights. Alteration to fenestration. New decking and fence.				

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer:
 - Being satisfied that there will be no overlooking or loss of amenity from the new velux windows in the roof
 - Being satisfied with the materials, and confident that the dark metal material will neither detract from the streetscene or negatively impact neighbours' amenity