

23<sup>rd</sup> April 2024



You are summoned to attend a meeting of Sevenoaks Town Council's **PLANNING COMMITTEE**, to be held at **7pm** at the Town Council Chambers on **Monday 29<sup>th</sup> April 2024**.

**Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.**

Please note that the proceedings of this meeting will be streamed live to YouTube for the public to watch via the following link: <https://youtube.com/live/epRz--wM8XM> may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Sevenoaks Town Council's procedure for the recording of meetings is available online at [sevenoakstown.gov.uk](http://sevenoakstown.gov.uk) or by request. Members of the public not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.

Please note that the Planning Committee forward recommendations as a statutory consultee to the local Planning Authority, and therefore the final responsibility for approving or refusing an application rests with Sevenoaks District Council. Sevenoaks Town Council receives 25% of all Community Infrastructure Levy (CIL) payments made by developers to the District Council on new developments in Sevenoaks Town. [Click here](#) to find out more about CIL charges and when they apply.

For more information on the role of the Planning Committee, as well as policies which provide a reference point of preferred practices and key considerations of the Planning Committee when making its recommendations, please [click here](#).

**Town Clerk**

To assist in the speedy and efficient despatch of business, members wishing to obtain factual information on items included on the agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

### Committee Members

Cllr Ancrum  
Cllr Layne  
Cllr Camp – **Chair**  
Cllr Dr Canet  
Cllr Clayton  
Cllr Daniell – Deputy Leader  
Cllr Dr Dixon  
Cllr Granville

Cllr Gustard  
Cllr Michaelides  
Cllr O'Hara  
Cllr Shea – Mayor  
Cllr Skinner OBE  
Cllr Varley – **Vice Chair**  
Cllr Willis  
Cllr Wightman – Leader

Town Council Offices  
Bradbourne Vale Road  
Sevenoaks Kent TN13 3QG

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**Town Clerk**

PUBLIC QUESTION TIME

To enable members of the public to make representation or to put questions to the Committee on any planning matters, with the exception of individual planning applications which will be considered under a later agenda item.

**AGENDA**

1 APOLOGIES FOR ABSENCE

To receive and note apologies for absence.

2 REQUESTS FOR DISPENSATIONS

To consider written requests from Members which have previously been submitted to the Town Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest. (s.31 & s.33 of the Localism Act 2011).

3 DECLARATIONS OF INTEREST

To receive any disclosures of interest from Members in respect of items of business included on the agenda for this meeting.

4 MINUTES (Pages 7-15)

To receive and agree the Minutes from the Planning Committee Meeting held on 15<sup>th</sup> April 2024.

5 SEVENOAKS DISTRICT COUNCIL ON EARLY DESIGN CONCEPTS FOR THE AREA EAST OF SEVENOAKS TOWN CENTRE (Pages 17-18)

a) To receive 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) To receive a summary provided by SDC on the proposals, and to note that full information on the consultation can be found via the following link:

<https://www.sevenoaks.gov.uk/haveyoursay>

c) To discuss and agree an official stance from the Town Council, and any comments on the design concepts.

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- 6 PUBLIC CONSULTATION ON REVISED VALIDATION AND GUIDANCE REQUIREMENTS FOR PLANNING APPLICATIONS DETERMINED BY KENT COUNTY COUNCIL
- a) To receive reminder that Kent County Council's (KCC) is consulting on its draft revised Guidance and Validation Requirements for planning applications determined by the County Council.
- b) To note that the deadline to comment on the contents of either of the proposed draft documents is 3<sup>rd</sup> May 2024, with full details on the consultation available via the following link: [https://www.sevenoakstown.gov.uk/\\_UserFiles/Files/Other/180887-Agenda\\_Item\\_7\\_-\\_KCC\\_Validation\\_Consultation.pdf](https://www.sevenoakstown.gov.uk/_UserFiles/Files/Other/180887-Agenda_Item_7_-_KCC_Validation_Consultation.pdf)
- c) To decide whether Sevenoaks Town Council respond to the consultation.
- 7 REVIEW OF SEVENOAKS TOWN COUNCIL'S PLANNING COMMITTEE POLICIES DOCUMENT (Pages 19-30)
- a) To receive copy of the Town Council's Planning Committee Policies and Procedures document, last adopted by the Planning Committee on 14<sup>th</sup> November 2022.
- b) To consider setting up a Working Group to review and draft a revised version of the document to reflect the views of new members, for presentation and potential adoption at a future Planning Committee meeting.

*Recommendations from Planning Committee Clerk:*

*i) To incorporate the following Current Matters Items into the Group's order of business in order to progress associated projects simultaneously:*

- *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.*

*ii) To consider adding a policy on how the Planning Committee decides assets to nominate under the Community Right to Bid scheme.*

- 8 DEVELOPMENT MANAGEMENT COMMITTEE (Pages 31-32)
- a) To receive notice that the below application is due to be discussed by the Development Management Committee on 25<sup>th</sup> April 2024. This was previously allocated to Cllr Willis.

Town Council Offices  
Bradbourne Vale Road  
Sevenoaks Kent TN13 3QG



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



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email: [council@sevenoakstown.gov.uk](mailto:council@sevenoakstown.gov.uk)  
web: [sevenoakstown.gov.uk](http://sevenoakstown.gov.uk)

Town Clerk

INFORMATIVE:

On 4<sup>th</sup> March 2024 Sevenoaks Town Council recommended refusal, unless the Planning Officer is satisfied that:

- The steps to address the lighting are satisfactory
- The scale of the signage is in keeping with the area
- There will be no adverse impact on neighbours, via the signs being illuminated at night

Informative: Should the District Council be minded to Grant planning permission, Sevenoaks Town Council requested that a time limit be put on when the signs can be illuminated, in order to reduce impact on nearby residents.

b) To note that the full documentation may be accessed through the District Council's Planning Portal, via the following link:

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S2SA0RBKJCK00>

9 TEMPORARY ROAD CLOSURES – OAK LANE 13<sup>TH</sup> MAY 2024

a) To receive notice that the above road will be closed outside Cross Keys Lodge on 13<sup>th</sup> May 2024 between the hours of 9:30am and 3:00pm.

b) To note that the diversion route will be via Oak Lane, Ashgrove Road, Hopgarden Lane, Grassy Lane and vice versa.

10 LETTER BOX LANE TRAFFIC REGULATION ORDER – UPDATE REGARDING TOWN COUNCIL COMMENTS (Pages 33-35)

a) To receive reminder that STC commented the following, on KCC's proposals to add corner protections to Letter Box Lane via double yellow lines:

*“Sevenoaks Town Council supports the initiative, however requested that the double yellow lines be further extended into Letter Box Lane on both sides of the road up to and extending into the entrance of Parkland Close. This is because cars entering Letter Box Lane will not be able to see the cars exiting it due to the street levels. Cars exiting Letter Box Lane are required to travel to the wrong side of the road in order to avoid parked cars, and therefore collisions are risked. Extending the lines allows these cars to correct onto the right side of the road before nearing the exit.”*

b) To receive copy of comments from KCC Officer Nigel Rowe, confirming that a new Traffic Regulation Order – including consultation on its contents – would need to be prepared should KCC decide to extend the double yellow lines at STC's request.

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email: [council@sevenoakstown.gov.uk](mailto:council@sevenoakstown.gov.uk)  
web: [sevenoakstown.gov.uk](http://sevenoakstown.gov.uk)

c) To consider making request to KCC for measures to be put in place, either via direct talks with Town Council Officers or delegation of a Ward Councillor to liaise with Officers on future TROs, in order to avoid future cases whereby the Town Council's comments cannot be considered without considerable addition of cost and time.

11 CURRENT MATTERS REPORT (Pages 37-40)

To receive and note the Current Matters report.

12 DECISION NOTICES ON PLANNING APPLICATIONS COMMENTED ON BY SEVENOAKS TOWN COUNCIL (Page 41)

To receive and note decisions made by Sevenoaks District Council on applications considered by Sevenoaks Town Council's Planning Committee – between the two weeks ending 22<sup>nd</sup> April 2024.

13 PLANNING APPLICATIONS (Pages 43-47)

a) To receive and note comments made on applications considered under Chair's Action, submitted to Sevenoaks District Council. (Page 43)

b) The meeting will be adjourned to enable members of the public, by prior arrangement, to speak on individual planning applications which are on the current agenda.

**Members of the public wishing to speak and address the Planning Committee must register to do so with the Town Council by 12 noon on the date of the meeting, stating that they wish to speak. The Town Council permits one person to speak in favour and one against each Planning Application on a first registered basis. For more details [see here](#).**

b) The meeting will be reconvened to consider planning applications received during the two weeks ending 22<sup>nd</sup> April 2024. (Pages 45-47)

14 PRESS RELEASES

To consider any item in this report that would be appropriate for a press release.

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Town Clerk

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Minutes of the Sevenoaks Town Council PLANNING COMMITTEE meeting held on Monday 15<sup>th</sup> 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://www.youtube.com/watch?v=TGcEeAQ3wks>

**Present:**

**Committee Members**

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

**Also in attendance:**

Responsible Finance Officer / Deputy Town Clerk  
 Planning Committee Clerk

**PUBLIC QUESTION TIME**

None.

13 **REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

14 **DECLARATIONS OF INTEREST**

None.

15 **MINUTES**

a) The Committee received the MINUTES of the Planning Committee Meeting held 2<sup>nd</sup> April 2024.

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

b) The Committee received and noted the Minutes from the STNP Monitoring & Implementation Group held on 18<sup>th</sup> February 2024, it was **RESOLVED** that the following actions recommended by the Group be actioned:

- To bring to SDC’s attention to and seek clarification on why Policy L2 (drainage) appears to be inconsistently applied – using 9 Crownfields (23/02649/FUL and 23/03428/HOUSE) as a case study.
- To seek clarification on when Policy L2 can be applied with regards to smaller developments and Householder applications – e.g. extensions.
- To request similarly clarification on why Policy L1 is inconsistently applied, and enquire whether it will become stronger following April 2024 when smaller developments are required to deliver BNG.

- For a case to be made to the Examiner at the 5 year review stage, for Policy L1 to be strengthened to eliminate potential for interpretation. To include in the Annual Report examples of when it has been unsuccessfully applied, or considered unnecessary by the Case Officer.

16 SEVENOAKS DISTRICT COUNCIL COMMUNITY ENGAGEMENT EVENTS ON EARLY DESIGN CONCEPTS FOR THE AREA EAST OF SEVENOAKS TOWN CENTRE

a) The Committee received notice that Sevenoaks District Council (SDC) will be holding the following community engagement events to seek views on the early design concepts for the area east of the Town Centre, including the leisure centre and library.

- Wednesday 24<sup>th</sup> April 2024, 1:30pm to 8:30pm (Sevenoaks Leisure Centre)
- Saturday 27<sup>th</sup> April 2024, 10am to 3pm (Sevenoaks Leisure Centre)
- 29<sup>th</sup> April 2024, 7pm to 9pm (online)

b) It was noted that the early design concepts would be on the Planning Committee Agenda for 29<sup>th</sup> April 2024, for the Town Council to agree an official stance and any comments.

17 PUBLIC WORKSHOPS FOR SEVENOAKS TOWN CENTRE AND ST JOHNS AREA MASTERPLANS

a) The Committee received a report, outlining the Town Council's intentions to create two Masterplans, for Sevenoaks Town Centre and for the St Johns Hill area. This includes proposed study-area boundaries, as well as information on the following public workshops.

- Tuesday 23<sup>rd</sup> April 2024, 4pm to 7pm (The Stag Theatre's *Footlights*\* Bar)
- Tuesday 30<sup>th</sup> April 2024, 4pm to 7pm (Town Council Chambers)

*\*Corrected from "Floodlit" as per Agenda papers.*

b) It was noted that invites had been sent out to key stakeholders, including residents associations, churches, businesses and organisations. Attendees would have the opportunity to discuss with the Town Council and its consultants, issues, opportunities and their future vision for the two Masterplan areas.

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

a) The Committee received consultation documents on Kent County Council's (KCC) draft revised Guidance and Validation Requirements for planning applications determined by the County Council.

b) It was noted that the deadline to respond to the consultation is 3<sup>rd</sup> May 2024, and it was therefore **RESOLVED** to defer the Item for the 29<sup>th</sup> April 2024 Planning Committee, to allow Councillors enough time to review the documents.

19 STREET NAMING AND NUMBERING – AMENDMENT TO NEW ADDRESS

a) Councillors noted that an amendment had been made to the new addressed created at the below development site, previously received by the Planning Committee on 8<sup>th</sup> January 2024. This was due to a change to the layout of some of the flats.

- **43-45 High Street, Sevenoaks**

20 CURRENT MATTERS REPORT

a) Councillors received and noted the Current Matters report.

21 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 8<sup>th</sup> April 2024.

b) The following two differences between the Town Council's recommendation, and the District Council's decisions were noted:

- The Planning Officer's recommendation for approval of 24/00068/FUL – The Old Meeting House was contrary to the Town Council's recommendation for "refusal unless", although in line with the conditions set on its recommendation due to its concerns being addressed via proposed planning conditions. The application was Refused by the Development Management Committee.
- Cllr Ancrum noted that 23/03620/FUL – 155 Seal Hollow Road was Granted despite the Town Council's recommendation for "refusal unless". Cllr Clayton informed that he had been consulted by the Planning Officer in his capacity as District Councillor for Eastern Ward, and had been advised that the Town Council's concerns with highway safety would not have enough weight to support a refusal should it be appealed. He had therefore consented to allowing the decision to be made by the Officer under delegated powers.

22 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 8<sup>th</sup> April 2024. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

23 PRESS RELEASES

It was **RESOLVED** that a Press Release be issued in collaboration with Sevenoaks District Council, explaining the two Councils' coinciding upcoming projects and plans for the Town. This would also help to clarify which authority is pursuing which project for the Town and how the Town and District Council will be working together to ensure the individual projects complement each other.

There being no further business the Chair closed the meeting at 7:55pm.

Signed .....  
Chair

Dated .....

# Planning Applications Considered

Applications considered on 15-4-24

<b>1</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03429/FUL	Christopher Park 18/04/2024	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>
				26/03/24
<b>23/03429/HOUSE - Amended plan</b>				
<b>Hardstanding to the principle elevation of dwelling.</b>				
<b>A summary of the main changes are set out below:</b>				
<b>Ful application submitted.</b>				

*Comment*

**Proposed by the Chair:**

**Sevenoaks Town Council recommended approval, providing the Planning Officer is satisfied that there is adequate provision for water run-off, for instance via porous surfaces, as required in the Sevenoaks Town Neighbourhood Plan Policy L2.**

<b>2</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03718/FUL	Stephanie Payne 19/04/2024	Cllr Granville	Robinson Escott Planning
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr K Dann		First Floor	114 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				27/03/24

**23/03718/FUL - Amended plan**

**Conversion of former office space to domestic apartment with reinstatement of timber bay window.**

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

**Additional information relating to noise and the window replacement has been submitted.**

*Comment*

**Sevenoaks Town Council recommended approval, provided the Conservation Officer is satisfied with the specification of the street-facing window, and that the Planning Officer is satisfied with the materials and fire regulations.**

<b>3</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00415/HOUSE	Abbey Aslett 19/04/2024	Cllr Michaelides	Mr C Bennett
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr C & Mrs S Hansen			58A The Drive	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				27/03/24

**Construction of attached garage and gym with bathroom.**

*Comment*

**Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied with the materials and designs.**

# Planning Applications Considered

Applications considered on 15-4-24

<b>4</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00500/ADV	Stephanie Payne 23/04/2024	Cllr Michaelides	ISG Ltd.
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Nationwide Building Society		Nationwide	86 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				02/04/24
<p><b>Replace 1no. Projecting signage with new 500mm. Retain existing bracket. Existing Projecting sign bracket to be painted in blue to match new fascia. Replace 1no. Fascia and 1no. Logo with 1no. New blue fascia &amp; 1no. New 290mm logo height. Install 1no. new ATM surround. Replace safety manifestation with new. Decorate shopfront &amp; spray door frame to match existing with like for like. Post box no. to be sprayed in grey.</b></p>				

### Comment

**A recommendation for approval on two conditions was made, seconded, and LOST AT THE VOTE.**

**Sevenoaks Town Council recommended refusal, on the grounds that the internally illuminated signage is contrary to the Town Council's Planning Committee Policy PC4.**

<b>5</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00501/LBCALT	Stephanie Payne 23/04/2024	Cllr Michaelides	ISG Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Nationwide Building Society		Nationwide	86 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				02/04/24
<p><b>External signage to be replaced with new and associated works to shopfront.</b></p>				

### Comment

**A recommendation for approval on two conditions was made, seconded, and LOST AT THE VOTE.**

**Sevenoaks Town Council recommended refusal, on the grounds that the internally illuminated signage is contrary to the Town Council's Planning Committee Policy PC4.**

<b>6</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00509/ADV	Sean Mitchell 20/04/2024	Cllr Michaelides	AW Architectural Design Ltd
<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>
				28/03/24
<p><b>2no fascia sign &amp; 1no projecting sign.</b></p>				

### Comment

**Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied with the materials and designs, and that the Conservation Officer is satisfied that there is no negative impact on the Conservation Area.**

# Planning Applications Considered

Applications considered on 15-4-24

<b>7</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00541/FUL	Abbey Aslett 20/04/2024	Cllr Granville	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mrs J Todd-Frankowska			3 Knotts Place	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				28/03/24
<b>Change of front door.</b>				

*Comment*

**Sevenoaks Town Council recommended approval, providing the Planning Officer is satisfied that no listed or locally listed restrictions apply.**

<b>8</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00543/HOUSE	Stephanie Payne 18/04/2024	Cllr Clayton	Open Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr J Kortum			101 Hillingdon Avenue	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				26/03/24
<b>Single storey rear and front extension and two storey side extension. Roof alterations. Landscaping.</b>				

*Comment*

**Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that:**

- A one metre gap to the boundary is maintained
- The impact on neighbouring homes is acceptable.

<b>9</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00545/FUL	Sean Mitchell 23/04/2024	Cllr Granville	Mr John Robinson
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr O Arslanboga			68A High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				02/04/24
<b>Change of use from restaurant Class EA to Hot Food takeaway (Sui Genesis).</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

**Informative:**

**Sevenoaks Town Council recommended that a condition be placed to restrict opening times, to be in line with those of surrounding establishments.**

# Planning Applications Considered

Applications considered on 15-4-24

<b>10</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00569/HOUSE	Sean Mitchell 18/04/2024	Cllr Camp	Westleigh Design
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr Z Hou			6 Woodside Road	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				26/03/24
<b>Proposed rear, side and flank extensions. Front porch. First floor bay roof alterations . Proposed front and rear dormers gable roof alterations. Loft conversion to habitable space. Rooflights. Chimney removal.</b>				

## Comment

**Sevenoaks Town Council recommended approval, providing the Planning Officer is satisfied that there will be no overlooking or loss of amenity to neighbours either side from the new windows - especially the velux windows.**

<b>11</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00594/HOUSE	Christopher Park 29/04/2024	Cllr Clayton	DEB Architects
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr O & Mrs C Nicholas			51 Cobden Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				08/04/24
<b>Alterations to fenestration to rear of property.</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>
	24/00642/HOUSE	Summer Aucoin 29/04/2024	Cllr O'Hara	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Brown			33 Lambarde Drive	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				08/04/24
<b>Ground floor and first floor extension to rear of property, patio enlargement, alterations to fenestration.</b>				

## Comment

**Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that the height and proximity of the extension to the boundary line will not adversely impact neighbours.**

# Planning Applications Considered

Applications considered on 15-4-24

<b>13</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>24/00644/CONVAR</b>	Anna Horn 29/04/2024	Cllr Daniell	OA-Residential
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr P McPartland		Chance Cottage	104 Oakhill Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				08/04/24
<b>Variation of Condition 2 (Approved Plans) and 3 (Materials) of 23/02344/FUL (Erection of 2 dwellings with detached garages, extension to existing dwelling and associated works) to change House A from hip end to gable end.</b>				

*Comment*

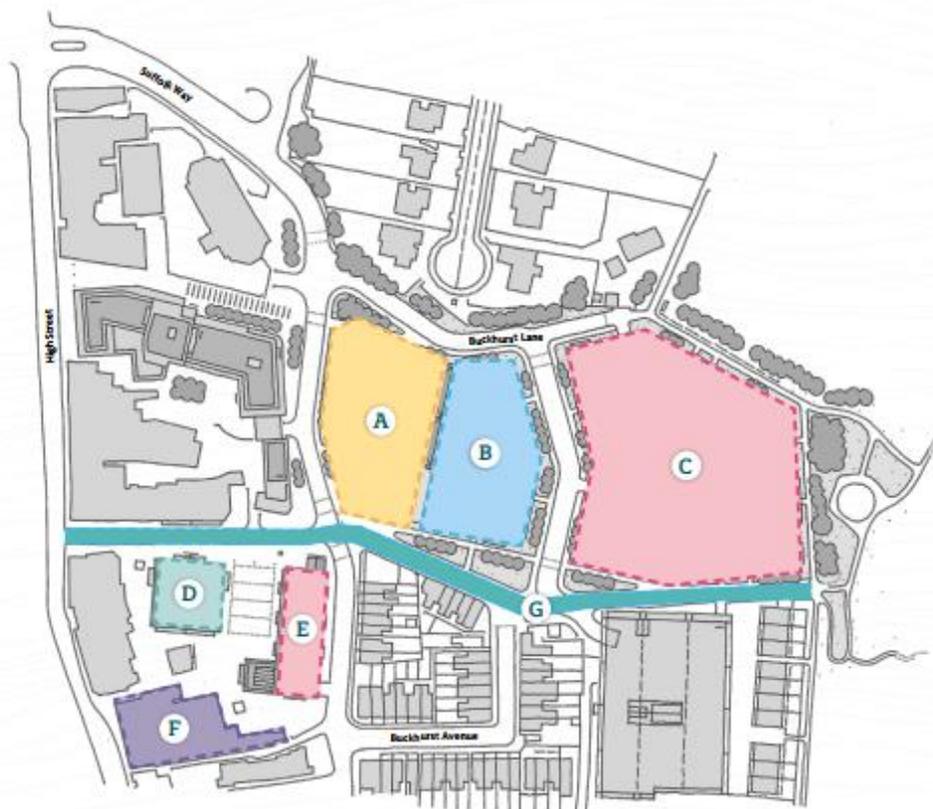
**Sevenoaks Town Council noted that this application had since been Withdrawn.**

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## LAND EAST OF SEVENOAKS HIGH STREET

### SUMMARY OF INITIAL CONCEPT IDEAS

# Initial ideas



- A** New leisure centre
- B** New hotel
- C** New housing
- D** Library, museum, art gallery and education building
- E** New housing
- F** Market Hall
- G** 'Green' corridor to Knole Park

- **Regeneration of land in KCC and SDC ownership.** Helping to create a vibrant and resilient town centre with an increased range of uses and activity and cultural quarter in the heart of the town centre. Helping to drive economic prosperity, improving health and well-being and raising the profile and strengthening the identity of the area.
- **Improved Leisure Facilities.** Our vision is to provide a new, state-of-the-art, leisure centre that meets energy efficiency standards and provides significantly improved facilities for the local community. Keeping the existing centre open until the new leisure centre is complete is a priority. The early ideas for the leisure centre include a larger gym, new fitness studios and exercise spaces, a luxury day spa, and an enhanced food and drink offer.
- **Improved library, museum, art gallery and education facilities.** Our vision with Kent County Council is for a new multi-purpose space closer to the High Street. In addition to a library, the new building would include an art gallery, museum, co-working space and adult education in a combined town centre building.
- **Environmental Improvements.** A significant opportunity to modernise and decarbonise and improve the environmental efficiency of public buildings and the estate in general.
- **New Hotel.** Our early ideas include a new, centrally located upper mid-scale hotel to differentiate from existing supply and encourage overseas and group travel to the area. Encouraging people to visit and stay overnight to improve our visitor economy, support and complement existing local businesses and increase footfall and spending in the town centre.
- **New market hall.** Proposal for new market hall located at 96 High Street (former M & Co Building) creating a new space for locally produced food, goods and products to be showcased and celebrated. Also creating a hub for artists and cultural businesses in the heart of Sevenoaks. Substantial public space at the rear of 96 High Street has the potential to create an important new civic space at the heart of Sevenoaks. It can play a pivotal role in activating that space, as well as adding vibrancy to the High Street.
- **New town centre homes.** Initial concept ideas for new homes promoting sustainable living, including both private and affordable housing that will help to pay for the new public buildings.
- **Improved connections and accessibility.** Enhance linkage and improve connections between the town centre and Knole Park with opportunities for improvements to the public realm and pedestrian links, creating publicly accessible open spaces and buildings. Providing better public transport access and the introduction of a 'Green Corridor' from the High Street to Knole Park.

All of above could be delivered through a mixed-use scheme in partnership with KCC and a private sector development partner.

Sevenoaks Town Council Planning Committee Policy

**Sevenoaks Town Council**  
**Policies relating to Planning Application Recommendations**

**0. Revision History**

Version	Adopted	Notes
Version 1		Presented to Planning Committee 07/02/2022
Version 2		Presented to Planning Committee 20/06/2022
Version 3	27/06/2022	Presented to and adopted by Planning Committee 27/06/2022
Version 4	14/11/2022	Appendix B on Public Speaking revised, presented to and adopted by Planning Committee on 14/11/2022

**1. Introduction**

The purpose of this document is to identify Sevenoaks Town Council’s policies relating to Planning Application Recommendations to the Planning Authority (Sevenoaks District Council), and the Planning Committee’s processes.

**2. Planning**

**2.1. What do we mean by planning?**

When talking about planning, this encompasses planning applications forwarded by the Local Planning Authority, Sevenoaks District Council. The Planning Committee forward recommendations as a statutory consultee to the Local Planning Authority, and therefore the final responsibility for approving or refusing an application rests with Sevenoaks District Council.

**2.2. Planning System**

The United Kingdom is working under a plan-led system meaning that each Local Planning Authority (LPA) must create a development plan for its area.  
 Sevenoaks Town Council’s LPA is Sevenoaks District Council. The District Council is currently updating its Draft Local Plan which will supersede the Local Plan.

## Sevenoaks Town Council Planning Committee Policy

Under the National Planning Policy Framework, there is a presumption of favour of sustainable development.

### **2.3. Sevenoaks Town Council's Role**

- i)** Town and Parish Councils have a statutory right to be consulted on planning applications within their boundaries and are important consultees on any LPA policy documents being drawn up.
  
- ii)** STC's Planning Committee has delegated powers to consider and make recommendations on behalf of STC regarding planning applications within its boundaries and significant applications on neighbouring boundaries well as local and regional plans.
  
- iii)** Sevenoaks District Council, as Sevenoaks' LPA, is ultimately responsible for all planning matters in the District as set out in **2.1** of this policy. Kent County Council however is responsible for highways and planning applications regarding their own sites such as schools and libraries as well as mineral extraction within the County.
  
- iv)** Communities, led by Parish and Town Councils and in partnership with local stakeholders, now have the right to create a Neighbourhood Development Plan which sets out policies on the development and use of land in the parish neighbourhood plan area. Sevenoaks Town Council is in the process of finalising such a document, and as of June 2022 has submitted the Draft Plan to the Local Planning Authority for arrangement of independent examination and finally, referendum. Once adopted, the Neighbourhood Plan becomes a Supplementary Planning Document which is viewed in conjunction with the Local Plan prepared by the LPA and will have weight in the determination of planning applications.
  
- v)** All planning applications are governed by the National Planning Policy Framework and local Supplementary Planning Documents, and Sevenoaks Town Council brings its own local perspective when considering planning applications with the intentions of ensuring that the needs of the town, residents and visitors remain a priority. However it should be remembered that the technical expertise lies within the LPA.
  
- vi)** The Local Authority is required to prepare street naming and numbering schemes, and to maintain a good standard of street nameplates. This is not currently delegated to Town Councils, with only three local councils being known to operate this function on behalf of the District Council. The Town Council's stance is that it should be policy to ensure that road numbers are shown on all house/premises in Sevenoaks Town, especially in the Town Centre.

## Sevenoaks Town Council Planning Committee Policy

### 2.4. Planning Applications

In making its considerations and recommendations on planning applications the Town Council's Planning Committee give due thought to a number of factors, including material considerations, any effects on neighbouring properties, conservation issues, any impact on wildlife, over-development, flood risks and suitability for the neighbourhood – the latter cognisant to any relevant part of the Residential Character Area Assessment.

When submitting a recommendation on an application to the Local Planning Authority (Sevenoaks District Council) this will be supported by reasons/and or suggestions for conditions where applicable with any permission granted.

Sevenoaks District Council make the decisions on planning applications, taking in to account any comments by the consultees and/or public comments. The majority of applications are determined by District Council Officers under delegated authority, and the remaining are determined by Sevenoaks District Council's Development Control Committee. These are open to the public and the Town Council is invited to elect a representative from the Planning Committee to speak on its behalf for or against the application.

Sevenoaks Town Council will be consulted on any application that has been validated by the LPA. It may be totally new, or take the form of a major or minor amendment. Whilst members may wish to and normally will take account of a prior recommendation when reviewing amendments, they are nevertheless treated as separate application and viewed as such. When an amendment has been made to an application, the Town Council is re-consulted and additional comments invited, however when an appeal is made against a decision on a planning application, this is considered by the District Council only; the Town Council is not consulted again. The District Council does not consider the appeal and the Town Council is rarely able to make additional representations.

By law every Town and Parish Council is required to comply with its Standing Orders (rules of the Council). The following is specific to reviewing amended plans and listed under 7c of Sevenoaks Town Council Standing Orders:

- “Every plan/amended plan which is validated by Sevenoaks District Council is considered by Sevenoaks Town Council on its own merits and does not recommend Approval or Refusal based on prior recommendations to previous applications and the recommendations which were provided.”

## Sevenoaks Town Council Planning Committee Policy

Sevenoaks Town Council will normally ask a Ward Councillor to review a planning application and provide a recommendation. Where possible, the Town Council Ward Councillor considering the planning applications will have visited the site(s) in question before making decisions.

### 2.5. Policy Decisions

Policy no.	Sevenoaks Town Council Planning Committee Policy	Notes
e.g. STC1	e.g. policy to promote ... through objectives a) ... b) ... c) ...	e.g. when and where proposed, references to relevant planning policy from SDC, STC Emerging NDP, STC Green Community Investment Plan, date adopted by Planning Committee
PC1	<p><b>Planning Committee Policy 1 – Sustainable boundaries:</b> to promote sustainable boundaries such as hedgegrows in preference to fences which create a hard barrier to wildlife</p> <p><b>Objectives:</b></p> <p>a) To provide green screens which can screen houses from roads, and from each other, as well as creating shade and absorb CO2</p> <p>b) To create boundaries which are porous to wildlife, allowing creatures to pass through where fences would stop them, as well as habitat for birds and insects</p>	<p><b>Proposed at Planning Committee 15-11-2021 Adopted at Planning Committee 27-06-2022</b></p> <p><b>SDC Tree Strategy 2021-2031:</b> “to maintain a healthy, resilient tree stock, Sevenoaks District Council will aspire to plant 2 trees for every tree removed”</p> <p><b>SDC Core Strategy Policy SP1:</b> “in all areas where the local environment lacks positive features new development should contribute to an improvement in the quality of the environment”</p> <p><b>STC Emerging NDP Objective 5:</b> “to recognise the significant contribution that trees and hedgegrows make to the town’s character and biodiversity”</p> <p><b>STC Emerging NDP Policy L4:</b> “Wherever possible, existing trees and hedgegrows must be retained and protected as part of development proposals [...] any trees or hedgegrows lost through development should be replaced”</p>

Sevenoaks Town Council Planning Committee Policy

		<p><b>STC Draft Green Community Investment Plan:</b>  “STC’s overall aim is to put in place affordable and practical initiatives with long term green benefits for the local community and to support and encourage residents to pursue individually. Little steps together, reducing Sevenoaks carbon consumption footprint = big changes to the planet”</p>
<p><b>PC2</b></p>	<p><b>Planning Committee Policy 2 – Porous Drives:</b> to require planning applications to incorporate porous surfaces and/or rain collectors into their plans in order for STC to approve of the application.</p> <p><b>Objectives:</b>  – To allow most of the water falling on paved surfaces to pass onto the ground beneath  – To avoid runoff into the street where this would increase the possibility of flooding</p>	<p><b>Proposed at Planning Committee 15-11-2021  Adopted at Planning Committee 27-06-2022</b></p> <p><b>SDC Core Strategy Policy SP1:</b> “in all areas where the local environment lacks positive features new development should contribute to an improvement in the quality of the environment”</p> <p><b>Emerging NDP Policy L2:</b> “new development will be expected to manage surface water to minimise flood risk and flows to watercourses. Development proposals should normally incorporate sustainable urban drainage (SuDs)”</p>
<p><b>PC3</b></p>	<p><b>Planning Committee Policy 3 – Tree Planting:</b> to promote and require the planting of 2 replacement trees for every 1 tree that a planning application proposes to remove.</p> <p><b>Objectives:</b>  To mitigate the loss of air quality, biodiversity, wildlife homes and insect food caused by tree felling.  To contribute to the Green Community Investment Plan’s goal of making Sevenoaks greener.</p>	<p><b>Proposed at Planning Committee 15-11-2021  Adopted at Planning Committee 27-06-2022</b></p> <p><b>SDC Tree Strategy 2021-2031:</b> “to maintain a healthy, resilient tree stock, Sevenoaks District Council will aspire to plant 2 trees for every tree removed”</p> <p><b>Emerging NDP Objective 5:</b> “to recognise the significant contribution that trees and hedgerows make to the town’s character and biodiversity”</p>

Sevenoaks Town Council Planning Committee Policy

		<p><b>Emerging NDP Policy L4:</b> “Wherever possible, existing trees and hedgegrows must be retained and protected as part of development proposals [...] any trees of hedgegrows lost through development should be replaced”</p> <p><b>STC Draft Green Community Investment Plan Theme 3:</b> “where there used to be tree lined avenues, STC will encourage the public via resident associations to plant trees in their front gardens (subject to KCC permission). STC will consider providing grants for trees to voluntary organisations and will support the Queen’s Jubilee Tree Canopy initiative.”</p>
<b>PC4</b>	<p><b>Planning Committee Policy 4 – Internally Illuminated Signs:</b> To object to and discourage planning applications with proposals for internally illuminated signs.</p>	<p><b>Proposed at Planning Committee 15-11-2021</b> <b>Adopted at Planning Committee 27-06-2022</b></p>
<b>PC5</b>	<p><b>Planning Committee Policy 5 – 1m boundary minimum:</b> to support development where it is set back at a minimum of 1m from the boundary line.</p>	<p><b>Proposed at Planning Committee 15-11-2021</b> <b>Adopted at Planning Committee 27-06-2022</b></p>
<b>PC6</b>	<p><b>Planning Committee Policy 6 – Protocol for an alternative Development Control Speakers to be booked:</b> to outline circumstances in which an alternative Town Councillor may be registered to speak on behalf of the Planning Committee at Development Control Committee, following a Planning Committee resolution.</p> <p><b>Circumstances in which a resolution for a speaker may be overturned:</b> Unexpected Councillor illness or unavailability At the discretion of the Chairman</p>	<p><b>Proposed at Planning Committee 07/02/2022</b> <b>Adopted at Planning Committee 27-06-2022</b></p>

## Sevenoaks Town Council Planning Committee Policy

### **2.6. Pre-Planning Representation and Policies**

As per its Planning Pre-Applications Discussions protocol, the Planning Committee welcomes, where possible, pre-planning discussions from developers, which have a number of potential benefits to the public, the developer, and the Planning Authority, and stakeholders. These benefits include possible objections or Councillor concerns being identified and addressed prior to formal application, thus removing public objections to the scheme. (For full details attached, see Appendix.) The purpose of these is to allow questions and clarifications from Councillors.

### **2.7. Public Speaking at Planning Committee**

As per the Town Council's Standing Orders and Speaking at Public Meetings Policy, members of the public will be able to make representations on each planning application, providing that they have registered to speak before 12pm the day of the meeting. This is limited to one speaker for, and one against per application whilst the meeting is suspended. No further contribution is permitted thereafter. Any correspondence received in advance of the meeting regarding an application on the agenda will be forwarded to all members of the Committee, although not necessarily discussed at the meeting. (For full details attached, see Appendix)

### **3. Implementation**

Due to the nature of this policy, the majority of the policy decisions affect the Planning Committee and Council Officers when assisting the Committee.

Any changes affecting this policy or additions to the policy itself have to be agreed by the Full Council for adoption as an amendment to the policy.

Council Officers will continue to monitor the national and local plans for any changes that affect this policy and would bring this to the attention of the Council.

## **Introduction**

Developers are encouraged to enter into pre-application discussion with the Planning Authority (Sevenoaks District Council) Sevenoaks Town Council, relevant stakeholders, and the general public prior to the submission of a formal planning application.

This protocol sets how Sevenoaks Town Council shall consider pre-application discussions not only to respect the interest of the developer but also to preserve and enhance the interests of its residents. It details how the Sevenoaks Town Council's views shall be communicated to the Planning Authority, stakeholders, developers, and the public.

## **Benefits of Pre-applications**

The benefits of this process are:

- It allows all the relevant policies, guidance, local circumstances, site, and area characteristics to be considered.
- It identifies any specialist advice required e.g. conservation, listed buildings, transport, trees, archaeology, ecology, contamination etc.
- It helps to increase the understanding about the decision-making process, the role of the Planning Authority and its statutory consultees
- It can help to identify problems at an early stage, thus saving time and expenses of making a formal application that is unlikely to succeed.
- Possible objections / concerns can be raised and addressed before the application is submitted, thus potentially removing public objections to the scheme.
- The characteristics of the proposal (in terms of site, design, materials, environmental controls etc) can be amended to provide a development that could be more in keeping with its surroundings.
- It can give increased certainty as to how an application is likely to be considered by the Planning Authority and the public.
- It allows stakeholders who may ultimately be charged with the developer's ongoing maintenance and opportunity to be involved and provide guidance at an early stage on practical post – construction issues.
- It could speed up negotiations on community infrastructure requirements, thereby reducing the time between approval and commencement of the development.

### **Sevenoaks Town Council's involvement in pre-applications**

As a statutory consultee in the planning process it is considered essential for Sevenoaks Town Council to be involved in the pre-application process for the following reasons:

- It has a good understanding of its area and through its Ward Members, of the communities within
- It is keen to see appropriate growth within the town, of the right type in the right location as identified in its (draft) Neighbourhood Development Plan.
- It provides an advocacy role for its residents and local organisations, effectively representing their views when they may be unable to do so.
- Much of the public open space, recreational amenity spaces, play facilities and community buildings and facilities attached to a new development may well need to be adopted and managed by Sevenoaks Town Council and as such it would wish to have an input in the development of such facilities.
- Sevenoaks Town Council for the reasons mentioned above would want to be involved in s.106 and Community Infrastructure Levy negotiations.

### **Forms of Pre-application Discussions**

There are a several ways Sevenoaks Town Council becomes involve in the pre-application discussions:

- The developer has entered into a formal pre-application process with the Planning Authority and paid a fee for that advice. In a similar way to consultation on planning applications, Sevenoaks Town Council would expect to receive notification of the pre-application and access to the relevant documentation. This application would be considered in the same way that a planning application would, by the Sevenoaks Town Planning Committee.
- The developer contacts Sevenoaks Town Council directly to garnish the view of the Town Council as a corporate body; this being done by way of a presentation to Sevenoaks Town Council's Planning Committee.
- The developer contacts Sevenoaks Town Council directly to seek the informal opinion of either the Ward Member or Officers, seeking guidance on practical site matters and post construction issues in relation to play, open space and community infrastructure.

## **Role of the Town Council's Planning Committee**

Sevenoaks Town Council's Planning Committee has delegated powers to consider planning applications on behalf of the Town Council, this power extends to pre-applications.

In the case of any consultation, where the view of the corporate body (Town Council) is sought, the matters shall be considered by the Sevenoaks Town Council's Planning Committee at one of scheduled meetings – the Planning Committee works on a 2-weekly cycle.

All matters are considered in public session, unless the matter is considered to be confidential and meets the public interest test as defined by the Freedom of Information Act, in which case the Planning Committee would resolve to exclude the public and press and consider the matter in private session – please see confidentiality section below.

Where the informal view of individual Ward Members and Officers are sought the Town Clerk shall make the necessary arrangements.

## **Confidentiality**

Sevenoaks Town Council is appreciative of the need by some developers to seek confidential discussions with the Town Council. Sevenoaks Town Council is also mindful of its duties under the Freedom of Information Act 2000 and the need to ensure that as much information as possible is available to the public.

As a general rule, all pre-applications shall be considered by Sevenoaks Town Council's Planning Committee in the public domain unless:

- The Planning Authority, having processed the pre-application is satisfied that the applications meet the provisions of the Public Interest Test and should remain confidential, with that decision communicated to Sevenoaks Town Council
- The developer has provided a compelling argument that the application is commercially sensitive, and disclosure of information would either prejudice or adversely affect future contract negotiations / transactions.

Only in the two scenarios listed above shall the Town Council resolve to exclude members of the press and public and render the documents and any response made to the developer and Planning Authority confidential.

## **SEVENOAKS TOWN COUNCIL**

### **Addressing the Planning Committee**

The Sevenoaks Town Council is NOT the local Planning Authority, but it does have an important part to play in the planning process as it is consulted on all applications in the Sevenoaks town area. The final responsibility for approving or refusing an application rests with the Sevenoaks District Council.

The Town Council offers local residents the opportunity to comment on planning applications and other items on the Planning Committee Agenda at its Planning Committee meetings, which are held approximately every two weeks. This is subject to certain criteria, outlined below.

#### **How public speaking works**

##### **Public Question Time vs Planning Applications:**

Every Planning Committee Agenda has an item prior to the commencement of the meeting allowing for Public Question Time, whereby members of the public may make representation or put questions to the Committee. This may be on a particular Agenda item or any other planning matter, with the exception of individual planning applications which are considered under a later agenda item.

##### **Registering your interest:**

If you would like to speak on a particular application or item on the Planning Committee Agenda, you will need to register your interest by contacting [planning@sevenoakstown.gov.uk](mailto:planning@sevenoakstown.gov.uk), or calling the Town Council Offices at 01732 459953.

You can find out if a particular application or planning matter will be discussed once the agenda has been published on Sevenoaks Town Council's [Planning Committee webpage](#). Agendas are published on the Tuesday prior to the meeting of the Planning Committee.

You can then register your interest.

##### **The right to speak:**

To make sure the Planning Committee can deal with all its business the Town Council has decided that only one member of the public will be allowed to speak for, and one against, a particular application or Agenda item. Elected members of Sevenoaks District Council and of Kent County Council may register separately under their respective Councils, with one representative from each Council allowed to register to speak for, and one against a particular topic.

If you would like to speak, you need to register your interest with the Town Council by 12noon at the latest on the day of the meeting. Applications to speak will be registered on a "first come, first served" basis.

If there is more than one potential speaker in support of an application, preference will be given to the applicant or their agent.

*Please note that every endeavour will be made to inform the applicant or their agent if someone registers to speak against their application.*

### **Points to remember**

Because of the volume of business at Planning Committee meetings you will only be able to speak for up to 3 minutes and this time limit will be strictly enforced.

It may help to have a note of the main points you wish to cover. You may read from a prepared text if you wish.

Try to be brief and to the point.

Make sure your comments relate to issues the Committee can take into account. These include the District Council's Local Plan, the effect of an application on access, local amenities, neighbours or the character of the area.

Raising non-planning matters such as the impact on property values, competition with existing businesses, and private concerns such as covenants will not influence the Planning Committee's recommendation.

Avoid derogatory or defamatory statements. There is no legal protection for comments made at meetings.

Audio-visual display is available, materials must be submitted to the Planning Committee Clerk ([planning@sevenoakstown.gov.uk](mailto:planning@sevenoakstown.gov.uk)) by **12pm the day of the meeting**. These must be approved by the Town Clerk prior to being shared at the meeting.

### **Procedure at meetings:**

Meetings of the Town Council's Planning Committee usually take place in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks. They start at 7 pm. If you have registered to speak please arrive prior to the start of the meeting and make yourself known to the Clerk.

Meetings are recorded and live-streamed via Youtube, however arrangements can be made to halt these during a speaker's addressal, given prior notice to the Committee Clerk.

Planning applications on which members of the public have asked to speak will be given priority in the Planning Applications section of the agenda. However, it is impossible to predict how long it will take to debate each application. It may be some time before the Committee reaches the item on which you have asked to speak.

The Chairman of the Planning Committee will announce when the application on which you wish to speak will be discussed, and request that the Ward Councillor allocated the application give a summary of the proposals.

The meeting will then be adjourned to allow each speaker to speak for up to 3 minutes, in the order of their registration. This time will be strictly enforced and you will be warned when you have only 30 seconds left.

After you have spoken, you are welcome to sit at the rear of the Council Chamber and listen to the debate. You will not be able to take any further part in the debate and you will be asked to remain quiet.

At the end of the discussion, there will be a vote. The majority decision on the recommendation will then be forwarded to the local Planning Authority - Sevenoaks District Council – which is the final arbiter on whether planning consent is granted.

The Parish/Town Clerk

Direct Dial: 01732 227000, Option 3  
Ask For: Stephanie Payne  
Email: dmcommittee@sevenoaks.gov.uk  
My Ref: 23/03054/ADV  
Your Ref:  
Date: 16 April 2024

Dear Sir/Madam

**Town and Country Planning Act 1990**

**Site:** Ground Floor 26 - 28 Pembroke Road Sevenoaks Kent TN13 1XR

**Development:** Signage to identify the company on the external facade of the premises plus directional signage for car parking and entry way. Covering the front and rear elevations of the building and use of boundary wall along with two freestanding pillar mounted signs at angles to the road replacing current signage

The current application on this site is due to be considered at the meeting of the Development Control Committee, on **25 April 2024** at 7 pm. The Meeting will take place at the Council Offices, Argyle Road, Sevenoaks Kent, TN13 1HG and will be live streamed to YouTube here: [https://www.youtube.com/channel/UCIT1f\\_F5OfvTzxiZk6Zqn6g](https://www.youtube.com/channel/UCIT1f_F5OfvTzxiZk6Zqn6g)

We operate a system of public speaking at meetings of the Committee. For advice on speaking on planning applications and further information about the Development Control Committee please view: [www.sevenoaks.gov.uk/developmentcontrolcommittee](http://www.sevenoaks.gov.uk/developmentcontrolcommittee).

If a representative from the Parish/Town Council would like to speak on the application, please register your interest with our Customer Solutions Team on 01732 227000, who can also answer any questions you may have regarding the public speaking procedure. You need to register your interest by 5pm on the day of the meeting at the latest. Only one person can be registered. However, in the case of deferred applications being reconsidered by the Committee, further representations will not normally be heard at the meeting.

Please be advised once you have registered to speak, if you wish to show any photographs or plans (no more than three), these must be submitted electronically to the Development Control Team by 5pm the day BEFORE the meeting date (email: [dmcommittee@sevenoaks.gov.uk](mailto:dmcommittee@sevenoaks.gov.uk).) This deadline is to ensure sufficient time is available to prepare and check the presentation before the meeting. Material received after this time will be rejected. Any photomontages or other visualisations of the appearance of the development will only be accepted if they are accompanied by a statement showing how they have been created based on the application plans. Please note that written information is not permitted to be used as a “visual aid”.

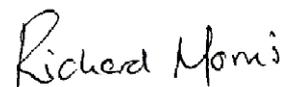
Those wishing to speak may do so remotely or in person. Joining details for Zoom will be sent out the day before the Committee by Democratic Services. Please make it known

Chief Executive: Dr. Pav Ramewal  
Council Offices, Argyle Road, Sevenoaks, Kent TN13 1HG  
Telephone: 01732 227000 DX 30006 Sevenoaks  
Email: [information@sevenoaks.gov.uk](mailto:information@sevenoaks.gov.uk)  
[www.sevenoaks.gov.uk](http://www.sevenoaks.gov.uk)

when registering to speak whether you will be participating remotely or attending in person.

Copies of the committee agenda, including the report relevant to this application, will be available to view and download 5 working days before the Committee Date, via our website, [www.sevenoaks.gov.uk](http://www.sevenoaks.gov.uk).

Yours faithfully

A handwritten signature in black ink that reads "Richard Morris". The signature is written in a cursive style with a large initial 'R'.

Richard Morris  
Deputy Chief Executive  
Chief Officer - Planning & Regulatory Services

**From:** Nigel Rowe  
**Sent:** Monday, April 15, 2024 11:59 AM  
**To:** Sevenoaks Town Planning  
**Subject:** RE: Query re Letter Box Lane TRO process

Hello Georgie,

Apologies for the delay in getting back to you, I needed to double check this with our TRO team. So, if there is a wish to extend any restrictions outside of what initial consultation is, then we would need a new TRO and go out for a fresh consultation. If you were to reduce any restrictions, then no additional TRO would be required.

I hope that helps.

Many thanks and best wishes

Nigel

**Nigel Rowe** | Community Engagement Officer (West) | Road Safety & Active Travel Group | Highways, Transportation & Waste | Kent County Council | 03000 41 81 81 | [www.kent.gov.uk/highways](http://www.kent.gov.uk/highways)

**VisionZeroKent**  
Delivering Safer Roads and Streets  
[visionzerokent.org](http://visionzerokent.org)



**From:** Sevenoaks Town Planning  
**Sent:** Wednesday, April 10, 2024 4:05 PM  
**To:** Nigel Rowe  
**Subject:** FW: Query re Letter Box Lane TRO process

Dear Nigel,

I hope you don't mind me prompting you on this, but just wondered if you had an answer to my question below please? I have pasted it from the email for ease of reference and added another question in blue.

*I selected "Support", however please could you let me know whether comments requesting amendment would be counted towards the 5 minimum objections/comments for it to go to JTB? Is there any scope for the proposals to be amended in line with our recommendation without going to JTB? [Would a new TRO be needed to make the amendment requested by STC, to extend the double yellow lines or could this be done via JTB/KCC Officers if they deem it appropriate?](#)*

Kind regards,  
Georgie

Georgie Elliston  
Planning Committee Clerk  
Sevenoaks Town Council  
Town Council Offices  
Bradbourne Vale Road  
Sevenoaks  
Kent TN13 3QG

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**From:** Sevenoaks Town Planning  
**Sent:** Thursday, March 21, 2024 10:47 am  
**To:** Nigel Rowe  
**Cc:** Richard Streatfeild, TRO Kent, Cllr Varley, Cllr Gustard, Cllr Daniell  
**Subject:** RE: Query re Letter Box Lane TRO process

Dear Nigel,

Thank you! STC has responded but I wanted to draw your attention to the comments, as the Town Council would like to see the lines extended in order to avoid cars exiting Letter Box Lane from having to drive on the wrong side of the road so close to its exit.

I selected "Support", however please could you let me know whether comments requesting amendment would be counted towards the 5 minimum objections/comments for it to go to JTB? Is there any scope for the proposals to be amended in line with our recommendation without going to JTB? I have attached for your reference a proposed amendment as agreed by the Planning Committee for request to the TRO team.

*"Sevenoaks Town Council supports the initiative, however requested that the double yellow lines be further extended into Letter Box Lane on both sides of the road up to and extending into the entrance of Parkland Close. This is because cars entering Letter Box Lane will not be able to see the cars exiting it due to the street levels. Cars exiting Letter Box Lane are required to travel to the wrong side of the road in order to avoid parked cars, and therefore collisions are risked. Extending the lines allows these cars to correct onto the right side of the road before nearing the exit."*

Kind regards,  
Georgie

Georgie Elliston  
Planning Committee Clerk  
Sevenoaks Town Council  
Town Council Offices  
Bradbourne Vale Road  
Sevenoaks  
Kent TN13 3QG

**From:** Nigel Rowe  
**Sent:** Tuesday, March 19, 2024 1:28 PM  
**To:** Sevenoaks Town Planning  
**Cc:** Richard Streatfeild  
**Subject:** RE: Query re Letter Box Lane TRO process

Hi Georgie,

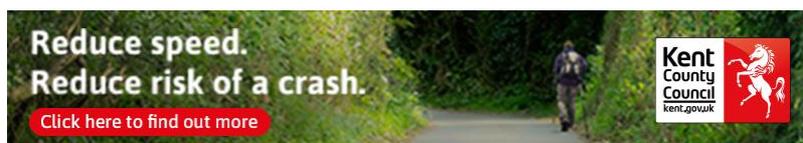
That is pretty much it, yes. Robin who looks after our TRO process usually looks at all the objections and sometimes objections are re-classified as comments. If more than 5 though it does as you say go to JTB.

Many thanks and best wishes

Nigel

**Nigel Rowe** | Community Engagement Officer (West) | Road Safety & Active Travel Group | Highways, Transportation & Waste | Kent County Council | 03000 41 81 81 | [www.kent.gov.uk/highways](http://www.kent.gov.uk/highways)

**VisionZeroKent**  
Delivering Safer Roads and Streets  
[visionzerokent.org](http://visionzerokent.org)



**From:** Sevenoaks Town Planning  
**Sent:** Friday, March 15, 2024 10:47 AM  
**To:** Nigel Rowe  
**Cc:** Richard Streatfeild  
**Subject:** Query re Letter Box Lane TRO process

Dear both,

Please can I check the process for the TRO for Letter Box Lane – we have had some comments about proposed amendments and whether these will be considered, will this only occur if the TRO receives more than 5 objections/amendment requests? My understanding is it will be “made” after the consultation period, unless it receives more than 5 objections after which it goes to JTB for discussion. Is this correct?

Kind regards,  
Georgie  
Georgie Elliston  
Planning Committee Clerk  
Sevenoaks Town Council  
Town Council Offices  
Bradbourne Vale Road  
Sevenoaks  
Kent TN13 3QG

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Current Matters – for Sevenoaks Town Council’s Planning Committee 29/04/2024

New items or updates since the last Planning Committee are in blue font.  
 Items requiring Action by the Committee are highlighted ORANGE. Those awaiting update before they can be actioned are not.

Minute Number and Date	Action	Update/Status
<p>294 29<sup>th</sup> August 2023 (Action agreed)</p> <p>367 25<sup>th</sup> September 2023 (Working Group formed)</p> <p>Agenda Item 6 13<sup>th</sup> March 2024 (Results published)</p> <p>742 18<sup>th</sup> March 2024 (STC recommendation to JTB and KCC)</p>	<p>To run a second consultation on KCC and the Sevenoaks Joint Transportation Board’s (JTB) revised 20mph proposals.</p> <p><b>To fund implementation of any resulting approved 20mph scheme.</b></p>	<p>Consultation documents prepared by STC with Cllr Shea and Cllr Clayton’s oversight.</p> <p>Consultation completed and ran 1<sup>st</sup> November to 14<sup>th</sup> December 2023.</p> <p>Data analysis completed by STC and Lake Market Research.</p> <p>Data supplied to KCC and JTB for consideration at next JTB meeting, and published for 18<sup>th</sup> March 2024 Planning Committee meeting.</p> <p>STC recommendation forwarded to JTB and KCC.</p> <p>JTB recommendation for a slightly reduced scheme agreed 20<sup>th</sup> March 2024.</p> <p><b>Awaiting KCC Portfolio Holder decision.</b></p>
<p>145(e) – bullet point 3 3<sup>rd</sup> July 2023 (Action agreed)</p> <p>335 11<sup>th</sup> September 2023 (Action delayed by lack of KCC accident data)</p> <p>407(c) 9<sup>th</sup> October 2023 (Action agreed)</p>	<p>RESOLVED to <b>request traffic mirrors</b> at:</p> <ul style="list-style-type: none"> <li>• The junction where Brittains Lane meets Oak Lane,</li> <li>• Where Burntwood Road meets Ashgrove Road,</li> <li>• On Brittains Lane where Ashgrove Road meets Oak Lane,</li> </ul> <p>Also a concealed entrance sign on Oak Lane, past Dibden Lane where it approaches Brittains Lane and Ashgrove Road.</p>	<p>KCC’s site investigations found no accident data recorded and the locations therefore unviable. Because their data is a year behind and Cllrs are aware of at least two reported accidents within the last year however, <b>KCC have agreed to reinvestigate in April 2024, once their traffic data has been updated.</b></p> <p><b>Request made by STC for data to be re-run and the request reconsidered – 9<sup>th</sup> April 2024.</b></p>
<p>232(c) 17<sup>th</sup> July 2023 (Action agreed)</p>	<p>To continue working with <b>Otford Parish Council on active travel options</b> between the two parishes.</p>	<p>Working Group membership updated comprising Cllr Clayton, Cllr Shea and Cllr Dr Dixon.</p>

		Meeting requested by Otford Cllr Simon Featherstone, following update from SDC. <b>Awaiting action from SDC on their proposed Otford to Sevenoaks cycling route.</b>
HIP Priority Number 9  746(b) 18 <sup>th</sup> March 2024 (Working Group formed)	STC to <b>prepare a map of locations for a Traffic Regulation Order</b> to provide corner protections at various locations.	Working Group membership formed 18 <sup>th</sup> March 2024, comprising Cllr Ancrum, Cllr Gustard, Cllr Camp, and Cllr Granville, to discuss and progress HIP Priority 9.
468 6 <sup>th</sup> November 2023 (land above Wildlife Reserve)  510 29 <sup>th</sup> November 2023 (Allotment site)  405 9 <sup>th</sup> October 2023	RESOLVED for the following <b>sites to be submitted as Assets of Community Value</b> <ul style="list-style-type: none"> <li>• Land above the Wildlife Reserve through which the Darent Valley path cuts</li> <li>• Additional allotment site as proposed in STNP <b>(priority)</b></li> <li>• <b>St Johns Hill Car Park Public Toilets</b></li> <li>• Play space at the end of Watercress Drive</li> <li>• Allotments at the end of Heathfield Road</li> <li>• Depo building on Otford Road</li> <li>• Horse field on Bradbourne Vale Road</li> <li>• Scout huts located left of the above horse field</li> </ul>	Application Status: <ul style="list-style-type: none"> <li>• Pending</li> <li>• Pending</li> <li>• <b>SUCCESSFUL, Listed on the Asset Register.</b></li> <li>• Application complete, awaiting decision</li> <li>• Application complete, awaiting decision</li> <li>• Application submitted, awaiting decision</li> <li>• Pending</li> <li>• Pending</li> </ul>
579b 18 <sup>th</sup> December 2023	Cllrs requested that KCC and Thames Water be invited to meet with the Town Council to discuss and map the key issues relating to flooding.	Meeting held February with Thames Water, KCC Highways, Cllr Streatfeild, SDC Cllr Leaman and STC/SDC Cllr Shea. Update attached.  Meeting held 26 <sup>th</sup> March 2024 and verbal update provided by Cllr Shea at 2 <sup>nd</sup> April 2024 Planning Committee.
Agreed verbally 19 <sup>th</sup> February 2024	To add guidance to the Planning Committee Policy document on the Committee's stance on Air Source Heat Pumps, and	Planning Committee Clerk to investigate whether any other local Councils have such policy, to provide a baseline.

	instances where it would be supported.	
	To consider investigating and preparing STC policy/stance on boreholes as private water supply for use of the Planning Committee.	Planning Committee Clerk to investigate whether any other local Councils have such policy, to provide a baseline.
657.c.i 5 <sup>th</sup> February 2024	RESOLVED to note Sevenoaks Residential Character Area Assessment <b>locations where trees and hedgerows contribute significantly</b> in the Planning Committee's responses to planning applications.	Pending: These will be extracted and collated into one document for Councillors' easy reference, when considering planning applications which propose impact on trees or hedgerows.
657.c.ii 5 <sup>th</sup> February 2024	RESOLVED to <b>liaise with Kent Wildlife Trust</b> regarding STNP objectives.	Pending
657.c.iii 5 <sup>th</sup> February 2024	RESOLVED to <b>prioritise Community Asset nomination for the land proposed in the STNP for future allotments.</b>	Pending
657.c.iv 5 <sup>th</sup> February 2024	RESOLVED for <b>Biodiversity Policy L1 to be strengthened</b>	Recommendation for this to be completed at the STNP's 5-year review is to be included in STNP Annual Report. Due to be agreed by the STNP Monitoring & Implementation Group 7 <sup>th</sup> May 2024, and approved by the Planning Committee with any amendments 20 <sup>th</sup> May 2024.
657.c.v 5 <sup>th</sup> February 2024	RESOLVED for <b>Policy L7 to be amended to include reference to Mill Pond</b> (in addition to Bradbourne Lakes).	Recommendation for this to be completed at the STNP's 5-year review is to be included in STNP Annual Report. Due to be agreed by the STNP Monitoring & Implementation Group 7 <sup>th</sup> May 2024, and approved by the Planning Committee with any amendments 20 <sup>th</sup> May 2024.
438(3) 30 <sup>th</sup> October 2023	To implement a <b>Town Centre and St John's Hill Masterplan.</b>	Urban Initiatives Studio have been commissioned to complete two separate Masterplans. <a href="#">Stakeholder events to be held 23<sup>rd</sup> April 2024 and 30<sup>th</sup> April 2024.</a>

<p>440 30<sup>th</sup> October 2023</p>	<p>To pursue Feasibility Study for a Sevenoaks Dunton Green walking and cycling route, as identified in the STNP.</p>	<p>Phil Jones Consultants have been commissioned to produce this. Currently waiting on land owners about potential wayleave conversations in the future.</p>
	<p><b>Monitoring of STNP policy application</b> in planning application decisions, and <b>actioning of projects.</b></p>	<p>In progress via Monitoring &amp; Implementation Group. Annual Report expected 20<sup>th</sup> May 2024.</p>

Decision Notices published by Sevenoaks District Council OR Kent County Council from **9<sup>th</sup> April 2024 to 22<sup>nd</sup> April 2024** on plans which Sevenoaks Town Council was consulted upon for comment, **in order of reference number (ascending)**.

STC Comment dates are written in **bold** text, where the comment was made by a Town Councillor during the **current** electoral term (2023-2027). Instances where SDC have decided against STC's recommendation are written in **red**.

Reference Number	Address & Ward	Ward Cllr	STC Recommendation (abridged)	SDC Decision (abridged)
23/03677/HOUSE	16 Knole Road – Eastern	<b>Cllr Granville</b> – on behalf of Eastern Ward	<b>5<sup>th</sup> February 2024:</b> STC recommended refusal, 2 grounds.	12 April 2024: SDC Refused 1 Ground.
23/03714/FUL	Sevenoaks School – Kippington	<b>Cllr Varley</b>	<b>2<sup>nd</sup> January 2024:</b> STC recommended approval. <b>18<sup>th</sup> March 2024:</b> STC recommended approval.	9 <sup>th</sup> April 2024: SDC Granted, 3 conditions.
24/00305/HOUSE	5 Clenches Farm, Clenches Farm Road – Kippington	<b>Cllr Varley</b>	<b>18<sup>th</sup> March 2024:</b> STC recommended approval, 1 condition.	19 <sup>th</sup> April 2024: SDC Granted, 3 conditions.
24/00383/HOUSE	6 Merlewood – St Johns	<b>Cllr Dr Dixon</b>	<b>18<sup>th</sup> March 2024:</b> STC recommended approval, 1 condition. <b>2<sup>nd</sup> April 2024:</b> STC recommended approval, 1 condition.	15 <sup>th</sup> April 2024: SDC Granted, 3 conditions.
24/00474/HOUSE	31 Sandy Lane – Eastern	<b>Cllr Ancrum</b>	<b>2<sup>nd</sup> April 2024:</b> STC recommended approval, 2 conditions.	19 <sup>th</sup> April 2024: SDC Granted, 3 conditions.
24/00644/CONVAR	Chance Cottage, 104 Oakhill Road – Kippington	<b>Cllr Daniell</b>	<b>15<sup>th</sup> April 2024:</b> STC noted that this application had been Withdrawn.	11 <sup>th</sup> April 2024: Application Withdrawn.

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## Planning Application considered under Chair's Action:

<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
24/00463/HOUSE	Samantha Yates 14/04/2024	Cllr Shea (Chair's Action)	Resi Design Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
R Martin	2 Jubilee Cottage	Otford Road	Northern
<i>Town</i>	<i>County</i>	<i>Post Code</i>	

*Application on* 22/03/24

Proposed ground floor side infill extension, internal alterations and all associated works.

*Comment on* 11/04/24

No. of days taken to comment 20

Processed under Chair's Action:

Sevenoaks Town Council recommended approval.

*Decision on*

*Appeal on*

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# Planning Applications to be Considered

Planning Applications received to be considered on 29 April 2024

<b>1</b>	<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>Case Officer</i>				
<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
<p><b>Change of use from workshop/showroom to a 1 bedroom dwelling.</b></p> <p><b>/REVALIDATED PLAN with original Consultation Letter previously received 04.01.2024, following Invalid notification on 05.01.2024./</b></p> <p><b>A summary of the main changes are set out below:</b></p> <p><b>Amended Site Location Plan, Design and Access Statement and Parking Clarification received on 19.04.2024.</b></p>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S5KCR4BKSL00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S5KCR4BKSL00</a>			

<b>2</b>	<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>Case Officer</i>				
<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
<p><b>24/00383/HOUSE - Amended plan</b></p> <p><b>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.</b></p> <p><b>A summary of the main changes are set out below:</b></p> <p><b>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.</b></p>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S8WQ3QBKMA800">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S8WQ3QBKMA800</a>			

<b>3</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00466/MMA	Christopher Park 14/05/2024	Cllr Varley	Open Architecture
<i>Case Officer</i>				
<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
<p><b>24/00466/MMA - Amended plan</b></p> <p><b>Amendment to 23/01020/HOUSE.</b></p> <p><b>A summary of the main changes are set out below:</b></p>				

# Planning Applications to be Considered

Planning Applications received to be considered on 29 April 2024

## Corrected drawings.

<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S9BJDIBKMG400">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S9BJDIBKMG400</a>
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<b>4</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/00509/ADV	Sean Mitchell 30/04/2024	Cllr Granville	AW Architectural Design Ltd

### Case Officer

<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Ice King		127 High Street	Town
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>
			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).**

<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S9IYB6BKMJ800">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S9IYB6BKMJ800</a>
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<b>5</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/00686/FUL	Samanths Yates 09/05/2024	Cllr Granville	Progetto Design LLP

### Case Officer

<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr A Khan		37 High Street	Town
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>
			17/04/24

### Change of use to a taxi office.

<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SADT4IBK0L000">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SADT4IBK0L000</a>
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<b>6</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/00700/HOUSE	Summer Aucoin 08/05/2024	Cllr Willis	Nadia Ledger Architects

### Case Officer

<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Pearson		34 Granville Road	Town
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>
			16/04/24

### Partial demolition of existing single storey outbuilding and new single storey rear elevation.

<b>Web link</b>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SAJZG0BKMX800">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SAJZG0BKMX800</a>
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<b>7</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	24/00713/HOUSE	Stephanie Payne 01/05/2024	Cllr Clayton	Sevenoaks Plans Ltd

# Planning Applications to be Considered

Planning Applications received to be considered on 29 April 2024

<i>Case Officer</i>			
<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
<b>Proposed existing A/C unit at front to be retained.</b>			
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SALUBGBKMYL00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SALUBGBKMYL00</a>		

<b>8</b>	<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>Case Officer</i>				
<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	
<b>Amendment to 22/02747/FUL.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SALUD2BKMYN00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SALUD2BKMYN00</a>			

<b>9</b>	<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) Ltd
<i>Case Officer</i>				
<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	
<b>Erection of single storey side and rear extension. First floor extension with roof lights. Alteration to fenestration. New decking and fence.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SAPKODBKN0Q00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SAPKODBKN0Q00</a>			