

11<sup>th</sup> June 2019



You are summoned to attend a meeting of the PLANNING COMMITTEE, to follow an extraordinary meeting of the Town Council which will be held at 7pm in the Council Chamber at the address below on **Monday 17th June 2019**.

**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 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 meetings is available online at [sevenoakstown.gov.uk](http://sevenoakstown.gov.uk) or by request. Members of the public addressing the Committee but not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.

Town Clerk

### Committee Members

Cllr Bonin  
Cllr Busvine OBE  
Cllr Camp – **Chairman**  
Cllr Canet  
Cllr Clayton  
Cllr Eyre  
Cllr Granville-Baxter  
Cllr Hogarth

Cllr Michaelides  
Cllr Morris Brown  
Cllr Mrs Parry  
Cllr Parry  
Cllr Piper – **Vice Chairman**  
Cllr Raikes  
Cllr Shea  
Cllr Waite

### 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.

Town Council Offices  
Bradbourne Vale Road  
Sevenoaks Kent TN13 3QG

tel: 01732 459 953 fax: 01732 742 577  
email: [council@sevenoakstown.gov.uk](mailto:council@sevenoakstown.gov.uk)  
web: [sevenoakstown.gov.uk](http://sevenoakstown.gov.uk)



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

To receive and sign the minutes of the Planning Committee meeting held on 3<sup>rd</sup> June 2019.

5 SPEED INFORMATION DEVICES (SIDS): PROPOSALS FOR SEVENOAKS DEVICE

(a) To receive and note the attached Parish SID Scheme Guide.

(b) To receive and consider a verbal update on the proposals for the purchase of a Speed Information Device, and to invite further submissions from Councillors for potential locations within their ward.

6 PLANNING APPLICATIONS

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

(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.**

(c) The meeting will be reconvened to consider planning applications received during the two weeks ending 11<sup>th</sup> June 2019.

7 PRESS RELEASES

To consider any agenda item which would be appropriate for a press release.

Minutes of the PLANNING COMMITTEE meeting held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, on Monday 3<sup>rd</sup> June 2019 at 7.04pm.

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**Present:**

**Committee Members**

Cllr Bonin	<b>Present</b>	Cllr Michaelides	<b>Present</b>
Cllr Busvine OBE	<b>Apologies</b>	Cllr Morris Brown	<b>Apologies</b>
Cllr Camp - <b>Chairman</b>	<b>Present</b>	Cllr Mrs Parry	<b>Present</b>
Cllr Canet	<b>Present</b>	Cllr Parry	<b>Present</b>
Cllr Clayton	<b>Present</b>	Cllr Piper – <b>Vice Chairman</b>	<b>Present</b>
Cllr Eyre	<b>Present</b>	Cllr Raikes	<b>Present</b>
Cllr Granville-Baxter	<b>Present</b>	Cllr Shea	<b>Present (arrived 7.07pm)</b>
Cllr Hogarth	<b>Apologies</b>	Cllr Waite	<b>Apologies</b>

**Also in attendance:**

Deputy Town Clerk

Planning Assistant

1 Member of the Public (arrived 8.08pm)

**PUBLIC QUESTION TIME**

None

94 **REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

95 **DECLARATIONS OF INTEREST**

None

96 **DECLARATIONS OF LOBBYING**

None

97 **MINUTES**

- a) The Committee received the minutes of the Planning Committee meeting held on 20<sup>th</sup> May 2019.

**RESOLVED:** That the minutes be received and signed.

Informative: Councillor Clayton did not attend the meeting on 20<sup>th</sup> May and therefore abstained from voting.

- b) [77] The Committee noted that Councillor Waite had been lobbied on the following application:

[Plan No. 14] – Summerhill, Seal Hollow Road

98 DISCOVER GATWICK EVENT 18<sup>TH</sup> JUNE 2019

[80] The Committee received notice from Community Engagement at Gatwick Airport that it will only be possible to accommodate a maximum of 2 or 3 delegates from the Town Council at the “Behind the Scenes” event on 18<sup>th</sup> June and that any remaining Councillors who wished to attend would be given priority invitation for the next season, which starts in October 2019.

**RESOLVED:**

- That the following members be put forward for the event on 18<sup>th</sup> June 2019:

Cllr Michaelides  
Cllr Shea  
Cllr Clayton

- That the following members be given priority for the event(s) in October 2019 (TBC):

Cllr Camp  
Cllr Mrs Parry  
Cllr Parry

99 SE WATER STAKEHOLDER WORKSHOP

The Committee received an invitation from SE Water to the event: “Working Together to Build a Resilient Water Future for The South East” on Friday 28<sup>th</sup> June at Hilton Maidstone.

**RESOLVED:** That the following members be put forward:

Cllr Camp  
Cllr Granville-Baxter  
Cllr Michaelides  
Cllr Parry  
Cllr Raikes

100 DEVELOPMENT CONTROL COMMITTEE

The Committee received notice that the following application will be taken to Development Control Committee on 6<sup>th</sup> June 2019:

19/00116/FUL – 95 Dartford Road

**RESOLVED:** That Councillor Camp would attend and speak on the application as the Town Council’s representative.

101 PLANNING APPLICATIONS

- a) No applications had been considered under Chairman’s Action.
- b) No Members of the Public had registered to speak.

- c) The Committee considered planning applications received during the two weeks ending 29<sup>th</sup> May 2019. **It was RESOLVED that** the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

102 PRESS RELEASES

None.

Finished: 8:33pm

Signed .....  
Chairman

Dated .....

# Planning Applications Considered

Applications considered on 3-6-19

<b>1</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/00571/HOUSE	Holly Pockett 14/6/19	Cllr Bonin	n/a
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Thomson		Firs Hollow	South Park	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				21/05/19
<b>Combined shed/greenhouse.</b>				

**Sevenoaks Town Council unanimously recommended approval.**

<b>2</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/00953/HOUSE	Holly Pockett 30/4/19	Cllr Parson	Adrian Rigby 07793 8369
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Follett-Smith			42 St Botolph's Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				21/05/19
<b>19/00953/HOUSE - Amended plan</b>				
<b>/// FOR INFO ONLY ///</b>				
Description has been amended to show there is no longer a garage conversion being proposed.				
<b>OLD DESCRIPTION:</b>				
Single storey rear extension and internal alterations including garage conversion and loft conversion.				
<b>NEW DESCRIPTION:</b>				
Single storey rear extension, internal alterations and loft conversion.				

**This application appeared on the agenda in error, so was not considered by the Committee.**

<b>3</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/00996/HOUSE	Samantha Simmons 16-06-201	Cllr Parry	n/a
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Scott		Arkendale	Turners Gardens	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				23/05/19
<b>Construction of a porch.</b>				
<b>19/00996/HOUSE - Amended plan</b>				
<b>Amended drawings received.</b>				

**Sevenoaks Town Council unanimously recommended approval.**

## Planning Applications Considered

Applications considered on 3-6-19

<b>4</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01068/HOUSE	Alexis Stanyer 9/6/19	Cllr Morris Brown	Kent Drawing 01634 3717
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Miles			26 Knole Way	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				17/05/19
<b>Existing double garage converted to a double storey playroom with pitched roof plus new link connecting garage to house and new single storey wooden double car port with storage shed.</b>				

// Awaiting Chairman's Action //

**It was noted that the application had been incorrectly flagged as Eastern Ward.**

<b>5</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01164/HOUSE	Holly Pockett 7/6/19	Cllr Shea	Coleman Anderson Arch
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mumdair			39 Betenson Avenue	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				15/05/19
<b>Single storey side extension with internal alterations. Demolition of existing side extension.</b>				

**Sevenoaks Town Council unanimously recommended approval.**

<b>6</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01180/FUL	Emma Gore 22/6/19	Cllr Michaelides	JennerJones 01689 8207
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Cooke		Granville House	7 Station Parade	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				29/05/19
<b>Change of use from A1 to D2 Gym and Pilates studio with A1 retained for retail sale of sports clothes and equipment, and A3 food and drink for small cafe associated to gym.</b>				

**Sevenoaks Town Council unanimously recommended approval.**

<b>7</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01182/FUL	Samantha Simmons 11/6/19	Cllr Michaelides	A&Q Partnership 01305 2
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
HSBC			69-71 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/05/19
<b>Full refurbishment of an existing branch of HSBC UK including installation of level access.</b>				

**Sevenoaks Town Council unanimously recommended approval, subject to the Conservation Officer being satisfied.**

## Planning Applications Considered

Applications considered on 3-6-19

<b>8</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01183/ADV	Samantha Simmons 11/6/19	Cllr Michaelides	A&Q Partnership 01305 2 67490
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
HSBC			69-71 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/05/19
<b>Replacement signage for HSBC UK.</b>				

**Sevenoaks Town Council unanimously recommended approval, provided that:**

**The positioning of external floodlighting does not impair the vision of motorists, or interfere with the function of the zebra crossing.**

**A condition is placed on the grant restricting the hours of illumination up to 11pm.**

<b>9</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01206/HOUSE	Holly Pockett 15/6/19	Cllr Busvine	Glyn Doughty 01959 5627 66
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Carr			21 The Dene	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/05/19
<b>Erection of single storey side extension with raised landing to provide access.</b>				

**Sevenoaks Town Council unanimously recommended approval.**

<b>10</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01212/HOUSE	Rebecca Fellows 11/6/19	Cllr Piper	Hales Marshall Arch 0173 6646705
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Greenwood & Mears			9 Middlings Rise	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				21/05/19
<b>Construction of first floor side extension over existing single storey and garage. Enclosure of porch area into hall, internal rearrangement amendments to fenestration.</b>				

**Sevenoaks Town Council unanimously recommended refusal, on the grounds that:**

**The front elevation, and specifically the dormer window of bedroom 4, are detrimental to the street scene and out of character with guidance given in the Residential Character Area Assessment SPD.**



# Planning Applications Considered

Applications considered on 3-6-19

<b>11</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01220/HOUSE	Alexis Stanyer 15-06-2019	Cllr Eyre	Mr N Edwards 366223
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Van Herk		Glade House	83 Oakhill Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				23/05/19
<p><b>Replacement of existing large porch on SW elevation with two storey entrance structure. SW elevation replacement of three existing hip roofed dormers and 2 gable end dormers. SE elevation roof works to consist of replacement of two hipped gables with gable ends. Rear - NE elevation to have two storey extension at northern corner to match existing eastern corner. Replacement of existing single storey extension with new central single storey extension. Replacement of five hipped dormers and three flat roof dormers. Removal of 3 chimneys. Replacement of all windows with hardwood sash windows. Upgrading of thermal envelope and landscape works to rear.</b></p>				

**Sevenoaks Town Council unanimously recommended refusal on the grounds that the proposals are detrimental to the character of this locally listed building, and the removal of the chimneys will have an adverse impact on the character of the area and street scene.**

<b>12</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01225/HOUSE	Samantha Simmons 11/6/19	Cllr Bonin	Tony Russell 07813 7578
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Money			19 South Park	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/05/19
<p><b>Loft conversion and first floor extension. Demolition of two chimneys. Rear dormer, rooflights and alterations to roof.</b></p>				

**Sevenoaks Town Council recommended approval, subject to the Conservation Officer being satisfied that the proposals will improve or enhance the character of the Conservation Area.**

<b>13</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01244/ADV	Alexis Stanyer 14/6/19	Cllr Shea	Adcock Assoc 01789 414
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Motor Fuel Group		Shell Select	128 Seal Road	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/05/19
<p><b>Signage : 2 x A-Boards, 1 x Banner.</b></p>				

**Sevenoaks Town Council recommended approval.**

## Planning Applications Considered

Applications considered on 3-6-19

<b>14</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01250/LBCALT	Rebecca Fellows 15/6/19	Cllr Michaelides	Barnwood Shopfitting 014
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Nationwide BS			86 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/05/19
<b>Replacement of existing Fascia, projecting and ATM signage, works to include the preparation and decoration of existing shopfront.</b>				

**A motion for approval was made, seconded, and lost at the vote.**

**Sevenoaks Town Council recommended refusal as the internal lighting of the signs goes against the Town Council's Policy and is detrimental to the adjacent Conservation Area.**

<b>15</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01251/FUL	Rebecca Fellows 15/6/19	Cllr Michaelides	Barnwood Shopfitting 014
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Nationwide BS			86 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/05/19
<b>Replacement of existing Fascia, projecting and ATM signage, works to include the preparation and decoration of existing shopfront</b>				

**A motion for approval was made, seconded, and lost at the vote.**

**Sevenoaks Town Council recommended refusal as the internal lighting of the signs goes against the Town Council's Policy and is detrimental to the adjacent Conservation Area.**

<b>16</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01252/ADV	Rebecca Fellows 15/6/19	Cllr Michaelides	Barnwood Shopfitting 014
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Nationwide BS			86 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/05/19
<b>New Fascia, Projecting and ATM signage to new NBS branding</b>				

**A motion for approval was made, seconded, and lost at the vote.**

**Sevenoaks Town Council recommended refusal as the internal lighting of the signs goes against the Town Council's Policy and is detrimental to the adjacent Conservation Area.**

## Planning Applications Considered

Applications considered on 3-6-19

<b>17</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01273/MMA	Alexis Stanyer 22/6/19	Cllr Canet	Circle 25 07984 207786
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Brown			2 Pinehurst	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				29/05/19
<b>Amendment to 18/00722/FUL</b>				

**Sevenoaks Town Council unanimously recommended approval.**

<b>18</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01291/HOUSE	Emma Gore 18/6/19	Cllr Parry	MRW Design 07763 4637
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Benfield & Quine			7 Garvock Drive	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				28/05/19
<b>Demolition of conservatory, erection of single storey rear extension and erection of a part two storey and first floor extension.</b>				

**Sevenoaks Town Council recommended approval.**

**Informative: Cllrs Shea and Granville-Baxter abstained from voting on this application.**

<b>19</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01295/LDCEX	Mark Mirams 18/6/19	Cllr Bonin	NTR Planning 020 7734 3000
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Glenman Corp		Former Site of The Farmers	London Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				28/05/19
<b>Lawful commencement of development in accordance with planning permission Ref 13/03596 dated 27th February 2015.</b>				

**Sevenoaks Town Council unanimously recommended that the Lawful Development Certificate be refused, as the information supplied is insufficient to confirm that the planning permission was enacted prior to the expiration date. The Town Council therefore considers that the previous grant has now lapsed and would welcome the submission of a fresh proposal for the site.**

<b>20</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01315/HOUSE	Alexis Stanyer 22/6/19	Cllr Eyre	Sevenoaks Plans 01732 20110
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
West			12 Braeside Avenue	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				29/05/19
<b>Demolition of existing garage and erection of a part single and first floor side extension. Alteration of bay window to rear.</b>				

**Sevenoaks Town Council recommended approval.**

# Planning Applications Considered

Applications considered on 3-6-19

<b>21</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>SE/17/03330/FUL</b>	Sean Mitchell 18/6/19	Eyre	SJM Planning 018928822
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Tantella Corp		Blue Cedar	102 Kippington Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				29/05/19

**Re-determination of previous planning application.**

**Demolition of existing dwelling and erection of replacement detached dwelling. Alterations to parking and turning area and associated hard and soft landscaping.**

**05-12-2017: SDC Case Officer changed from Mr M Mirams to Emma Gore.**

**SE/17/03330/FUL - Amended plan**

**Sevenoaks Town Council recommended approval, provided the trees situated on the Western and Eastern boundaries are protected. As is normal for the Town Council in this respect, it is recommended that Tree Protection Orders now be applied to these trees.**

## Parish Speed Indicator Device Scheme

SID

We often receive enquiries from Parish Councils regarding to use of Speed Indicator Devices (SID) as an alternative to the static Vehicle Activated Signs (VAS). As a result we have developed a scheme now used by many Kent Parishes.



The arrangement comprises a single SID used at multiple locations on fixed poles in existing 30mph zones, offering a cost effective and simple device for the parish to address inappropriate speed.

The movement and management of the sign will be undertaken by local residents or parish volunteers. In order to comply with traffic signs regulations, the sign must not remain in one location for more than two months and therefore requires regular relocation.

These devices must be procured via our traffic systems maintenance contract at the agreed rates; a specific quotation will be provided following a site visit. There are several other manufacturers of similar equipment, but no others approved for the Kent highway network.

### Sign equipment

We supply battery powered SID signs so they are able to be moved by a single person, but this may not be practicable. Each is supplied with a spare battery and a charger to allow it to be swapped when necessary and both have the option of a data collection facility for a small additional cost. Delivery time will be 10-12 weeks from the order being placed.

There are two versions available; the Mini and Advanced type. Battery life is about four weeks for the Mini and about one week for the Advanced sign; although in either case this is traffic dependent. The Mini sign is relatively lightweight with an electronic display to show actual vehicle speed between 20-40mph, which flashes for those above the 30mph limit. The Advanced sign has a larger display and includes a 'SLOW DOWN' legend but is significantly heavier. However, either sign can easily be transferred between locations with the correct training, although the Mini SID is recommended due to lighter weight.

### Poles and brackets

Permanent poles will be installed at the agreed locations following the site visit but this does leave empty poles around the parish for much of the time. Each site will be assessed on an individual basis with due regard to speed limit boundaries, other existing signs and junctions; there are no fixed criteria. Each pole requires a bracket and although one is supplied with the sign, additional ones will be needed for the extra posts. It is possible at some sites to measure traffic speeds in either direction on a single pole but this will require two brackets. It is strongly recommended that a ratio of one SID per 3-5 locations is maintained to comply with movement requirements and retain effectiveness.

### Traffic management and site safety

Some post locations may require traffic management to enable their installation, although this must be avoided for relocating the SID. Basic traffic management using cones/barriers is included in the price but any extra safety measures will require a further site visit and add to the scheme cost, e.g. temporary traffic signals.

## Sign relocation

A small group of local volunteers need to be identified and be responsible for the relocation and battery charging/changing. No lifting equipment will be needed as the poles will be in place; the SID can just be attached to the bracket and secured using the supplied padlocks.

Initial training will be given on the device setup, with further support if needed. The use of hi-visibility vests and PPE are essential and the Parish Council must carry out a risk assessment for the movement of the signs and consider parking/access for each location.

A Memorandum of Understanding will need to be signed by the Parish which sets out the roles and responsibilities of each party.

## Maintenance

The signs have a 12 month warranty from the manufacturer but any initial problems can be discussed with the KCC Traffic & Network Solutions team. However, the supplier will deal with any technical issues directly with the Parish Council.

Any replacement batteries or new brackets should be procured via KCC to ensure compatibility. It is strongly advised that the SID is covered by Parish Council insurance, as in the event of theft or third party damage we are unable to provide a replacement.

## Finance

Below are sample prices for a complete SID package, although each will be quoted for the specific requirements following a site survey. These have been rounded for commercial confidentiality – please do not use them as actual figures:



### Mini SID package: 8kg sign + 2kg battery (recommended option)

Mini sign	£3,535	inc. batteries, charger and padlocks
Data collection	£330	option to include software
Galvanised pole	£780	includes post, labour and install (x3)
Mounting bracket	£85	one for each site/direction (2 extra)
Site visit/surveys	£380	also includes delivery and training
<b>Typical cost</b>	<b>£6,760</b>	<b>based on three posts (excl. VAT)</b>



### Advanced SID package: 12kg sign + 12kg battery

Advanced sign	£3,765	inc. batteries, charger and padlocks
Data collection	£330	option to include software
Galvanised pole	£780	includes post, labour and install (x3)
Mounting bracket	£85	one for each site/direction (2 extra)
Site visit/surveys	£380	also includes delivery and training
<b>Typical cost</b>	<b>£6,990</b>	<b>based on three posts (excl. VAT)</b>

# Planning Applications Considered

Applications considered on 4-6-19

<b>1</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>19/01068/HOUSE</b>	Alexis Stanyer 9/6/19	Cllr Bonin	Kent Drawing 01634 3717 47
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Miles			26 Knole Way	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				17/05/19
<b>Existing double garage converted to a double storey playroom with pitched roof plus new link connecting garage to house and new single storey wooden double car port with storage shed.</b>				

**// Chairman's Action //**

**Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied with the slope of the roofs of the new playroom and connecting building.**

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# Planning Applications to be Considered

Planning Applications received to be considered on 17 June 2019

<b>1</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>18/00577/HOUSE</b>	Sean Mitchell 27-06-2019	Cllr Bonin	Mr Pain 07506721412
<i>Case Officer</i>				
<i>Applicant</i>				
<i>House Name</i>		<i>Road</i>		<i>Locality</i>
Mr S Ali		The Old Bakehouse		Six Bells Lane
<i>Town</i>		<i>County</i>		<i>Post Code</i>
				<i>Application date</i>
				06/06/19
<b>Conversion of disused outbuildings (washroom and outdoor WC) and an enclosed courtyard into a one-bedroom annexe for The Old Bakehouse.</b>				
<b>18/00577/HOUSE - Amended plan</b>				
<b>A revised site location plan has been received, together with revised ownership certification.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=P4EQ0SBKGLQ00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=P4EQ0SBKGLQ00</a>			

<b>2</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>19/00901/FUL</b>	Rebecca Fellows 19-06-2019	Cllr Bonin	Town & Country 020 3957 5999
<i>Case Officer</i>				
<i>Applicant</i>				
<i>House Name</i>		<i>Road</i>		<i>Locality</i>
Mr D Willison		68A High Street		Town
<i>Town</i>		<i>County</i>		<i>Post Code</i>
				<i>Application date</i>
				30/05/19
<b>Demolition of an existing outbuilding to the rear to create a parking space</b>				
<b>19/00901/FUL - Amended plan</b>				
<b>An amended red line drawing, revised plans received 28-05-2019.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=POXLZPBKFFM00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=POXLZPBKFFM00</a>			

<b>3</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>19/01167/FUL</b>	Holly Pockett 01-07-2019	Cllr Michaelides	Mr J Collinson 01702 567955
<i>Case Officer</i>				
<i>Applicant</i>				
<i>House Name</i>		<i>Road</i>		<i>Locality</i>
Mr Ambrish		A And J Kitchen Designs		14-18 London Road
<i>Town</i>		<i>County</i>		<i>Post Code</i>
				<i>Application date</i>
				11/06/19
<b>Proposed new windows alterations and rear SVP pipe.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PQ44L1BK1YH00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PQ44L1BK1YH00</a>			

<b>4</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	<b>19/01226/LBCALT</b>	R Fellows 23-06-2019	Cllr Michaelides	N/A

# Planning Applications to be Considered

Planning Applications received to be considered on 17 June 2019

<i>Case Officer</i>			
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mrs Alban Davies		28 Lime Tree Walk	Town
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
			30/05/19
<b>Replacement of 2nd floor window.</b>			
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PQIFN5BK0LO00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PQIFN5BK0LO00</a>		

<b>5</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01269/HOUSE	Alexis Stanyer 23-06-2019	Cllr Camp	Carmen Austin 07866 962268
<i>Case Officer</i>				
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs Taylor		52 Woodside Road	St Johns	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			30/05/19	
<b>New front porch to replace existing. New rear double storey extension.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PQQCL2BKH5100">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PQQCL2BKH5100</a>			

<b>6</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01350/FUL	Rebecca Fellows 26-06-2019	Cllr Clayton	Mr Leggeat 01227 762060
<i>Case Officer</i>				
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr Harris	1 The Mews	16 Holly Bush Lane	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			06/06/19	
<b>New fence for improved privacy and security along site boundary with adjacent road.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8C1KBKIOG00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8C1KBKIOG00</a>			

<b>7</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01352/HOUSE	Alexis Stanyer 23-06-2019	Cllr Piper	Miss Nash 01303 656001
<i>Case Officer</i>				
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr G McNamara		5 Greenwood Way	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			30/05/19	
<b>Demolition of existing garage and rear extension. Erection of two number two storey extensions, changes to fenestration and landscaping changes.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8C22BKIOK00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8C22BKIOK00</a>			

<b>8</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01355/HOUSE	Samantha Simmons 23-06-2019	Cllr Clayton	Coleman Anderson 01892 53712

# Planning Applications to be Considered

Planning Applications received to be considered on 17 June 2019

<i>Case Officer</i>			
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Chandler		2 Hillside Road	Eastern
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
			30/05/19
<b>Single storey rear extension and internal alterations.</b>			
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8C2QBKIOQ00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8C2QBKIOQ00</a>		

<b>9</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01373/HOUSE	Samantha Simmons 28-06-201	Cllr Clayton	Mr J Bacon 455831
<i>Case Officer</i>				
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs M Levett		91 Hillingdon Avenue	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			04/06/19	
<b>Rear single storey extension.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8IDMBK0LO00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8IDMBK0LO00</a>			

<b>10</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01379/FUL	Alexis Stanyer 26-06-2019	Cllr Mrs Parry	N/A
<i>Case Officer</i>				
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mrs C Thompson	Lone Oak	Parkfield	Wilderness	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			06/06/19	
<b>Demolition of greenhouse.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8SOOBKIPZ00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8SOOBKIPZ00</a>			

<b>11</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01381/FUL	Alexis Stanyer 23-06-2019	Cllr Clayton	Mr M Bush 740778
<i>Case Officer</i>				
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr M Martins	Land North Of	119 Wickenden Road	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			05/06/19	
<b>Demolition of existing 3 garages; erection of a single storey building to be used as offices.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8T59BK0LO00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PR8T59BK0LO00</a>			

<b>12</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01398/HOUSE	Samantha Simmons 27-06-201	Cllr Bonin	Mr R Sonnex 455066

# Planning Applications to be Considered

Planning Applications received to be considered on 17 June 2019

<i>Case Officer</i>			
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr T Grinstead	2 Waterworks Villa	Oak Lane	Town
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
			10/06/19
<b>First floor extension above utility creating a covered area.</b>			
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRFX89BK0LO00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRFX89BK0LO00</a>		

<b>13</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01411/FUL	Emma Gore 28-06-2019	Cllr Canet	Mr Wells 01634 786728
<i>Case Officer</i>				
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr T Kinghorn	Land West Of	11 Hill Crest	Northern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			10/06/19	
<b>Erection of 2 new semi-detached dwellings with new vehicular access and crossover.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRG9LNBKIRE00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRG9LNBKIRE00</a>			

<b>14</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01414/HOUSE	Holly Pockett 26-06-2019	Cllr Granville-Baxter	Mr D Dennis 240140
<i>Case Officer</i>				
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs John	The Mulbury	Ash Platt Road	Northern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			06/06/19	
<b>Garage conversion and driveway size increased to accommodate car parking.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRG9M5BKIRK00">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRG9M5BKIRK00</a>			

<b>15</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01424/MMA	Holly Pockett 27-06-2019	Cllr Michaelides	Miss George 07599807444
<i>Case Officer</i>				
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr & Mrs Hunt		30 Gordon Road	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			06/06/19	
<b>Variation of Condition 4 of application reference 18/03802/HOUSE.</b>				
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRI48CBKIS200">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRI48CBKIS200</a>			

<b>16</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	19/01444/HOUSE	Samantha Simmons 27-06-2019	Cllr Mrs Parry	Mr R Ranson 753333

# Planning Applications to be Considered

Planning Applications received to be considered on 17 June 2019

<i>Case Officer</i>			
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr G Phillips	Briarwood	Blackhall Lane	Wildernesse
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>
			06/06/19
<b>Demolition of the existing side garage. The erection of a two storey side and front and rear extension with a single storey rear extension.</b>			
<i>Web link</i>	<a href="https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRJYYFBKIT800">https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRJYYFBKIT800</a>		