

Minutes of the Sevenoaks Town Council PLANNING COMMITTEE meeting held on Tuesday 2nd April 2024 at 7:00pm at the Town Council Chambers. Livestreamed and available on You Tube until Minutes are accepted by Town Council Meeting: <https://youtube.com/live/Djafy2i0h4Q>

Present:

Committee Members

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

Also in attendance:

Town Clerk
 Planning Committee Clerk

PUBLIC QUESTION TIME

None.

1 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

2 DECLARATIONS OF INTEREST

None.

3 MINUTES

a) The Committee received the MINUTES of the Planning Committee Meeting held 18th March 2024 with the following amendments as proposed in the Agenda papers:

- Corrected meeting date on first page
- Corrected Minute Number from 245 to 745

b) **It was RESOLVED** that the minutes be approved with the above amendments.

4 DEVELOPMENT MANAGEMENT COMMITTEE

a) Councillors noted that the below application was considered by the Development Management Committee (DMC) on 28th March 2024, and that Cllr Camp attended and spoke against the application on behalf of the Town Council.

b) Cllr Camp reported that the application had been Refused by the DMC on the grounds of impact to highway safety and to residential amenity.

c) Councillors reiterated their support for a mosque in Sevenoaks, and questioned whether the Town Council could provide support in contributing creative ideas or alternative solutions on how to deliver this. The Chair clarified that this would be up to the applicant, and dependent on whether they decide to appeal the decision or approach the Town Council for assistance.

d) The Town Clerk suggested that the two Masterplans which the Town Council has commissioned for the Town Centre and St Johns area could look at opportunities for faith provision, including a mosque.

5 KENT BUS SERVICE CHANGES BULLETIN COVERING JANUARY – APRIL 2024

a) The Committee received and noted a summary provided by Kent County Council (KCC), identifying bus service changes registered by an operator to take place in January, February, March and April 2024.

b) It was noted that further information could be found via the below link:

<https://www.kent.gov.uk/roads-and-travel/travelling-around-kent/bus-travel/bus-services-in-kent>

6 MATTERS RELATING TO HIGHWAY IMPROVEMENT PLAN PRIORITY ITEMS

a) The Committee received the following two requests from members of the public in relation to Priority Item 1 of the Town Council's Highway Improvement Plan (HIP) – 20mph speed limits and the proposed Dartford Road zebra crossing.

- *To consider obtaining quotations for amending the proposed zebra crossing to a puffin* crossing, in line from the Planning Committee's previous comments on zebra crossings within the Town Centre triangle not delivering the desired level of pedestrian safety.*
- *To consider obtaining quotations for adding a pedestrian island at the end of Vine Court Road where it joins Dartford Road.*

b) The Planning Committee Clerk reported that KCC had since provided the following clarifications as to why a zebra crossing is the most appropriate design for a pedestrian crossing at this location:

- Low volume of pedestrian crossings being reported via the video survey
- Puffin crossings are significantly more expensive than zebra crossings
- Site constraints including private access next to the proposed location
- Design constraints of 1m distance required for bellisa beacons from the zebra crossing, versus 3m distance required for pedestrian signals from the puffin crossing, make the latter much more difficult to find an appropriate location for.

c) Cllr Clayton further summarised the site constraints, following a site visit:

- Significantly limited space in which a pedestrian crossing could be installed, estimated to be around 20-30 feet of road available.
- This includes a Car Park entrance which further limits placement

- A pelican crossing would need to be located further down the road in order to comply with design constraints, however this would be a less direct route for pedestrians and more likely to be bypassed.

d) The following points of note were discussed:

- A zebra crossing was last estimated by KCC's HIP Document to start from £21,000, while a puffin crossing starts at £46,000
- The low pedestrian crossing counts reported by KCC could be due to the lack of a safe crossing point at a location where cars approach from five separate directions.
- Councillors expressed concern about the potential for the above safety concerns to remain unaddressed, should the Joint Transportation Board's recommendation to remove this and other nearby roads from the 20mph proposals.
- Councillors agreed that the priority should be to have the crossing within the proposed 20mph zone, and therefore that the Town Council should arrange discussions about how and where this could be delivered as soon as possible.
- It was agreed that the Town Council should accept the County Council's recommendation on suitable design of the proposed crossing, as the highway expert and authority.

e) It was **RESOLVED** that a Working Group of the Town Council, comprising members of the Town Council's emerging Movement and Net Zero Group, arrange to meet with Kent County Council Officers to discuss the best solution, and locating of the proposed crossing within any resulting 20mph zone.

f) Considering the second request, Councillors reiterated that they would comply with KCC Officer advice as to whether a pedestrian island at the end of Vine Court Road would be deliverable, however noted that it was been recommended by the JTB for inclusion within the 20mph scheme, which may alleviate the safety concerns.

7 NOTIFICATION OF PLANNING APPLICATION SUBMISSION ON TOWN COUNCIL LAND

a) The Committee received notice from Offset Architects on behalf of Sevenoaks Town Football Club that they would be resubmitting their previously approved planning application referenced 20/03804/FUL.

b) It was noted that the resubmission was due to the original permission expiring on 28th September 2024, and that no changes had been made from the original scheme.

8 FLOODING MATTERS WITHIN SEVENOAKS TOWN – "ROUND TABLE" DISCUSSIONS UPDATE

a) The Committee received reminder of a previous resolution to request a "round-table" meeting with KCC, Thames Water, and any other relevant stakeholders, relating to urgent flooding issues within Northern and Eastern Wards of Sevenoaks in particular.

b) It was noted that Cllr Shea had been pursuing action on this, with the following report provided:

- An initial meeting was set up between Thames Water Officers, Sevenoaks District Councillors and Kent County Councillors as a result of a District Council meeting.
- Cllr Shea reported that this was highly productive, and that Thames Water representatives were taking the matter of flooding and foul water contamination seriously and undertaking reviews to locate the issues
- Watercourse maps were being created collaboratively between the organisations, to better understand where the main causes could be
- The Environment Agency had started to undertake condition checks of some of their culverts, with the initial reports coming back acceptable
- Thames Water had been undergoing deep-cleaning of their assets from Mill Pond to Watercress Drive, and would undertake a survey on these afterwards
- It was noted that the flooding issues may be caused by over-capacity, as opposed to condition of existing assets, however the current work being undertaken to map these would be valuable to finding a solution should this be the case

c) It was further reported that Thames Water representatives were arranging to host a “Flood Bus” event on 30th April 2024 at Greatness Recreation Ground, whereby Officers would attend and engage with the public to answer questions. It was noted that the Town Council would help to promote this, once advertising materials had been provided by Thames Water.

d) It was noted that the Darent River Preservation Society had requested to be included in any flooding discussions, and agreed that they would be invited moving forwards. Cllr Shea also suggested encouraging the Environment Agency to attend a future meeting.

e) It was noted that further updates on the “round-table” talks could be expected following the next meeting, scheduled for 15th April 2024.

9 CURRENT MATTERS REPORT

a) Councillors received and noted the Current Matters report, noting the highlighted item which required action of the Planning Committee.

b) Councillors considered the two highlighted items where it had previously been proposed that the Planning Committee produce guidance on its stance on Air Source Heat Pumps, as well as boreholes as private water supply. Cllr Skinner queried whether any other Councils had provided such guidance, to provide a starting point, and it was agreed that the Planning Committee Clerk research any existing policies and report back to the Committee.

10 DECISION NOTICES ON PLANNING APPLICATIONS COMMENTED ON BY SEVENOAKS TOWN COUNCIL

The Committee received and noted details within the report, which notified of decisions made by Sevenoaks District Council on applications considered by STC’s Planning Committee, received during the two weeks ending 26th March 2024.

11 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 26th March 2024. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

12 PRESS RELEASES

It was **RESOLVED** that a Press Release be issued announcing Thames Water’s “Flood Bus” event, once full information has been received.

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

Signed
Chair

Dated

Delegated Authority - s.101 of the Local Government Act 1972

The Town Clerk has delegated authority to approve and or make decisions on behalf of the Town Council where such a decision cannot be reasonably deferred and must be made in order to comply with a commercial or statutory deadline.

This has been used for the Planning Committee meeting due to shortage of statutory notification days from additional bank holidays.

Planning Applications Considered

Applications considered on 2-4-24

1	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	23/03486/FUL	Christopher Park 11/04/2024	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
23/03486/HOUSE - REVALIDATED and AMENDED plan				
Single storey rear extension with rooflights. New side gate. Single storey granny annexe to the rear garden with rooflight. Alterations to fenestration.				
A summary of the main changes are set out below:				
Correctly completed certificate B received 18th March 2024.				
//Additional amendment letter received 26th March 2024 with below summary: The application details have changed from 23/0386/HOUSE to 23/03486/FUL.//				

Comment

Proposed by Cllr Clayton:

Sevenoaks Town Council noted that the correct Certificate B had been signed, and reiterated its previous recommendation for refusal on the grounds of overdevelopment and loss of privacy.

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00003/MMA	Samantha Yates 05/04/2024	Cllr Camp	Scandia-Hus
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Lambourne		Gardens rear of	83 to 91 Bradbourne Park Road	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				15/03/24
24/00003/MMA - REVALIDATED plan				
Amendment to 23/00260/FUL.				
A summary of the main changes are set out below:				
Block plan now provided.				
<i>Comment</i>				
Sevenoaks Town Council noted the addition of the block plan and recommended approval, subject to the Planning Officer being satisfied with the amendment and that there will be no loss of amenity to neighbours either side.				

Planning Applications Considered

Applications considered on 2-4-24

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00034/MMA	Samantha Yates 12/04/2024	Cllr Layne	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Miss K Jordan			68 Wickenden Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/03/24
<p>24/00034/MMA - REVALIDATED plan</p> <p>Amendment to 22/00262/HOUSE.</p> <p>The main changes are set out below:</p> <p>The proposed plans change the footprint of the building, and an amended block plan will be needed, otherwise the proposed floor plans will be in conflict with the previously approved block plan.</p> <p>/Reconsultation Letter received 20th March 2024, extending the consultation period to include upcoming bank holidays/</p>				

Comment

Proposed by Cllr Clayton:

Sevenoaks reiterated its previous recommendation for approval, provided that the Planning Officer is satisfied that there is sufficient separation between No. 68 and their neighbour to avoid damage to the street scene, and that there will be no adverse impact on amenity to No. 66.

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00224/FUL	Anna Horn 12/04/2024	Cllr Michaelides	Thomas Ford & Partners
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
S Stimson		St Nicholas Church	Rectory Lane	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/03/24

24/00224/FUL - Amended plan

Installation of solar photovoltaic panels to the existing South Aisle roof, and the installation of a new roof light and replacement of an existing roof light to the existing office roof. Installation of 55 solar panels to the existing South Aisle roof. Replacement of existing felt on North office roof with Copper and to install a new and replace an existing roof light.

A summary of the main changes is set out below:

Re-consultation for this application required to ensure the consultation period includes the upcoming bank holidays on 29th March and 1st April.

Comment

Sevenoaks Town Council reiterated its previous recommendation for approval, provided the Conservation Officer is satisfied that there will not be any adverse impacts on a Listed Building within the Conservation Area.

Planning Applications Considered

Applications considered on 2-4-24

5	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00341/HOUSE	Christopher Park 17/04/2024	Cllr Gustard	EK Planning Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms C Noble		Hilbre Cottage	21 Croft Way	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				25/03/24
24/00341/HOUSE - REVALIDATED plan				
Proposed loft conversion with removal of existing roof and new hipped roof, insertion of rooflights, glazed gable ends and PV solar panels.				
A summary of the main changes are set out below:				
Amended roof plans received on the 20th March 2024.				

Comment

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

6	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00359/HOUSE	Stephanie Payne 12/04/2024	Cllr Dr Canet	Rexx & Co.
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr N Quinton			6 Bosville Drive	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/03/24
New awning to front, Demolition of side extension and rear conservatory. Demolition of shed to rear. Two storey side extension and single storey rear extension with rooflights. Alteration to fenestration.				
/Reconsultation Letter received 20th March 2024, extending the consultation period to include upcoming bank holidays/				

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that it will not cause harm to the amenity of adjoining neighbours.

Planning Applications Considered

Applications considered on 2-4-24

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00383/HOUSE	Abbey Aslett 12/04/2024	Cllr Dr Dixon	Harringtons 2006
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Figaredo & Alvarez			6 Merlewood	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/03/24

24/00383/HOUSE - Amended plan

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

A summary of the main changes are set out below:

Updated materials schedule.

/Reconsultation Letter received 20th March 2024, extending the consultation period to include upcoming bank holidays/

Comment

Sevenoaks Town Council reiterated its previous recommendation for approval, provided that the conditions imposed via previous grants of permission are repeated.

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00403/LBCALT	Stephanie Payne 12/04/2024	Cllr Granville	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms L Decouttere			1 Dorset Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/03/24

Alteration to update the name of the business on the grade II listed shop fascia.

/Reconsultation Letter received 20th March 2024, extending the consultation period to include upcoming bank holidays/

Comment

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

Planning Applications Considered

Applications considered on 2-4-24

9	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00413/ADV	Stephanie Payne 05/04/2024	Cllr Granville	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms L Decouttere			1 Dorset Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/03/24
<p>Name of the business "Chic et tralala" hand painted in a cursive font, white as per the lower part of the building and applied on the existing dark timber with number "No 1" also in white on the right handside of the front panel.</p> <p>/Reconsultation Letter received 20th March 2024, extending the consultation period to include upcoming bank holidays/</p>				

Comment

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

10	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00466/MMA	Christopher Park 12/04/2024	Cllr Varley	Open Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr C Mitchell		Whiteacre	87 Oakhill Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/03/24
<p>24/00466/MMA - Amended plan</p> <p>Amendment to 23/01020/HOUSE.</p> <p>A summary of the main changes are set out below:</p> <p>Re-consultation for this application required to ensure the consultation period includes the upcoming bank holidays on 29th March and 1st April.</p>				

Comment

Sevenoaks Town Council recommended approval.

11	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00471/HOUSE	Summer Aucoin 12/04/2024	Cllr Daniell	Garrick Architects
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Powell		Fir Trees	17 The Rise	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/03/24
<p>Proposed part double / part single storey rear extension with balcony, roof alterations and internal alterations.</p> <p>/Reconsultation Letter received 20th March 2024, extending the consultation period to include upcoming bank holidays/</p>				

Comment

Proposed by Cllr Varley with Cllr Daniell's apologies:

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 2-4-24

12	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00474/HOUSE	Anna Horn 12/04/2024	Cllr Ancrum	Kent Building Control Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr Frankham			31 Sandy Lane	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				20/03/24

Loft conversion with rear dormer and roof window.

/Reconsultation Letter received 20th March 2024, extending the consultation period to include upcoming bank holidays/

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that:

- The conversion will not unduly affect the property to the rear of the applicant's property in terms of overlooking and loss of amenity
- The design and materials to be used will be in keeping with the character of the Conservation Area, and compliant with the principles set out in the Conservation Area Management Plan.

13	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00519/HOUSE	Stephanie Payne 17/04/2024	Cllr Gustard	De Linde Architects
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mrs F Iaschi			39 Brattle Wood	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				25/03/24

Construction of a single storey partially sunken pool house with pump room in the rear garden with associated landscape alterations.

Comment

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

14	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/00557/HOUSE	Christopher Park 17/04/2024	Cllr Varley	Carmen Austin Architectu
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Josech		Si Rusa	Hopgarden Lane	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				25/03/24

Raise roof with loft conversion to habitable space. Dormer and rooflights, solar panels, Connect existing garage to main house. Alterations to fenestration, external materials, porch.

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied:

- That there is no loss of amenity to neighbouring properties, and
- With the fenestration and materials used for finishes.