

Sevenoaks Town Neighbourhood Plan – Monitoring and Implementation Group

(Open to members of the public)

Monday 4th December 2023 6pm

Sevenoaks Town Council Chamber, Bradbourne Vale Road, TN13 3QG

Agenda

Chair: Cllr Varley Vice Chair: Cllr Ancrum

1. **Apologies for absence**

2. **Minutes** (Pages 3-5)
To receive and agree the Minutes of the previous STNP Monitoring and Implementation Group meeting, held on 27th September 2023.

3. **Theme One – Work Stream** (Pages 7-10)
 - a) To receive and note a list of actions as identified within the STNP under Theme One: Character, Heritage and Identity.

 - b) To identify priority actions.

4. **Monitoring** (Pages 11-47)
 - a) To receive and note a preliminary report, which records how the STNP policies are being measured against planning applications within Sevenoaks Town.

 - b) To receive and note a list of trends/observations from the above report, as well as questions which have been raised to Sevenoaks District Council in order to address some of these. (Pages 46-47)

 - c) To discuss any other observations or trends noticed by members for bringing to attention of the Working Group, Sevenoaks Town Planning Committee, or Sevenoaks District Council.

5. **Dates of future meetings**
To discuss potential dates for future Monitoring and Implementation Group meetings.

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Minutes of the Sevenoaks Town Neighbourhood Plan Monitoring and Implementation Group meeting held at the Council Chambers on 27th September 2023, 6:30pm.

In attendance:

Sevenoaks Town Council	Cllr Sue Camp – Chair of Planning Committee
Sevenoaks Town Council	Cllr Nick Varley – Vice Chair of Planning Committee
Sevenoaks Town Council	Cllr Dr Marilyn Canet – Chair of OS&L
Sevenoaks Town Council	Cllr Claire Shea – Mayor
Sevenoaks Town Council	Cllr Libby Ancrum – Deputy Mayor
Sevenoaks Town Council	Cllr Tony Clayton – Chair of F&GP
Warners Solicitors	Elizabeth Dolding
The Stag Theatre	Andrew Eyre
Sevenoaks Society	Charles George

1. Welcome and Introduction

Chaired by Cllr Sue Camp prior to the election of a Chair for the STNP Monitoring and Action* Group.

2. Apologies for absence

Cllr Elizabeth Purves (Sevenoaks District Council), **Cllr Lionel O’Hara** (Sevenoaks Town Council), **Cllr Chloe Gustard** (Sevenoaks Town Council), **Paul Baker** (Wealden Properties)

3. Sevenoaks Town Neighbourhood Plan (STNP) to date – Presentation

The Town Clerk gave a presentation (slides attached) which summarised the background of the STNP.

4. Terms of Reference

a) The Group received and discussed the Terms of Reference, which outline the purpose and role of the Monitoring and Action* Group. These as signed off by the Planning Committee on 11th September 2023.

b) The name of the Group was discussed, and it was proposed that “Implementation” replace “Action” in the Group’s name.

***Resolved: That the Group be renamed and henceforth referred to as the STNP Monitoring and Implementation (M&I) Group.**

b) The Town Clerk clarified the scope for proposing changes to the STNP, in that any amendments or updates would be identified via the M&I Group and presented for approval by the Planning Committee. This so that, when the time comes to review the STNP, there will be clear list of items to be considered. The STNP would receive its first review when the District Council publish their updated Local Plan and/or five years after the STNP’s adoption.

c) It was proposed that each meeting of the M&I Group focus in turn on one theme of the STNP per Agenda. It was noted that this may encourage a different selection of people to attend depending on its relevance to their respective organisations/businesses, therefore it was further proposed that the membership list should be kept open fluid so as to encourage higher engagement and to draw upon local expertise.

Resolved:

To remove the membership table from the Terms of Reference to encourage fluid membership.

To structure future Agendas to focus on one theme of the STNP per meeting.

To organise the actions in the Monitoring and Implementation Strategy document by STNP themes to produce a clear work-stream for each meeting.

5. Election of Chair

STC Cllr Nick Varley was elected to be the Chair of the STNP Monitoring and Implementation Group.

6. Election of Vice Chair

STC Cllr Libby Ancrum was elected to be the Vice Chair of the STNP Monitoring and Implementation Group.

7. Formation of Monitoring and Implementation Group Membership

a) As in Item 4, it was agreed that membership would remain fluid, and relevant expertise from local groups drawn upon as per the current STNP theme up for discussion.

b) It was proposed that SCAN be approached for a representative to help deliver the Green Initiatives, both in the STNP and also in Sevenoaks Town Council's Green Community Investment Plan.

c) It was agreed that separate Working Groups for each theme would be set up, including a list of which organisations should be consulted on their actions.

8. Declarations of Interest

None.

9. STNP Actions

It was noted that the STNP identified various projects for actioning throughout its lifetime. These had been compiled into a Monitoring and Implementation Plan for use and reference of the M&I Group (see item 13).

10. STNP Additional Items

It was noted that additional projects may be identified for actioning throughout the lifetime of the Plan, either by the M&I Group, the Planning Committee, or STC Officers. The Town Clerk reported that a recent planning application for a borehole for private water supply had highlighted the potential future need for planning considerations as the effects of climate change worsen.

A section in the Monitoring and Implementation Plan had been provided for suggestions of the M&I Group on future projects. These would form part of the Annual Reports and future reviews/updates of the STNP.

11. Masterplan for Town Centre & St Johns Hill

a) The M&I Group received a report from Sevenoaks Town Council's Blue Skies meeting, detailing the new Council's aspiration to pursue a Masterplan for the Town Centre and St Johns Hill.

b) It was noted that SDC had confirmed in writing to STC that it had no intention of pursuing this itself within the next 2 years, and therefore agreed to be a very important project that will identify planning and economic opportunities that address the key issues identified within the Town.

c) The Town Clerk clarified that the St Johns Hill Masterplan would be an annexe to the Town Centre one, with separate workshops and evidence documents for both. They would be prepared by the same consultant that produced the Northern Sevenoaks Masterplan and in tandem with each other, with the aspired result being three evidence documents that complement each other, providing shared opportunities and linkages between the Wards and promoting a unified Sevenoaks.

12. Sports Strategy Review

a) The Group noted that STC was currently pursuing an updated Sevenoaks Town Sports Strategy, led by a Working Group made up of local sports organisations/businesses.

b) It was noted that Sevenoaks District Council had accepted invitation to be involved in the project and would be represented by an Officer.

13. Monitoring and Implementation Plan: Strategy document

The Group received and noted a Monitoring and Implementation Plan, which outlines via the following four sections the methods by which the STNP and its policies will be monitored for efficiency, and aims actioned throughout its lifetime:

- **Use of the STNP when making recommendations on planning applications**
- **Actioning of further studies/projects**
- **Monitoring successful application of policies against planning applications and appeals**
- **Review and revision of the STNP**

14. Dates of future meetings

It was agreed that the next meeting be scheduled to take place in approximately 6 weeks time. This meeting would focus on Theme One of the STNP; Character, Heritage and Identity.

Meeting concluded at 7:28pm.

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Theme One: Character, Heritage and Identity Work Stream

	Proposed Project/Action	Notes	Identified by:	For actioning of:
1.1	The Town Council will work with the District Council and landowners to encourage development of vacant and under-used sites particularly where they have a negative impact on the townscape of Sevenoaks.		STNP – Aim C2	STC Collaboration with: <ul style="list-style-type: none"> • Sevenoaks District Council • Landowners • Developers
1.2	The Town Council will prepare guidance on the treatment of locally listed buildings and any other buildings with heritage value.		STNP – Aim C3	STC
1.3	Whilst adopted policies provide a good level of protection some buildings may remain vulnerable to insensitive development. This includes unlisted buildings that are not in Conservation Areas or locally listed buildings (that do not require listed building consent). The Town Council will create additional guidelines to protect these structures.		STNP – Supporting text of Aim C3	STC
1.4	The Town Council will work with the District Council to actively encourage positive change on [vacant and under-used] sites.		STNP – Supporting text of Aim C3	STC
1.5	The Town Council will work with the District Council to encourage the naming of new streets to reflect people and places of historic significance to the town		STNP – Aim C5	STC Collaboration with: <ul style="list-style-type: none"> • Sevenoaks District Council
1.6	The Town Council will normally require major planning applications or proposals on sites within sensitive locations, to be submitted to a Design Review panel for review early in the planning process. The Town Council will either utilise a panel established by the District Council or utilise another established panel.		STNP – Aim C6	STC Collaboration with: <ul style="list-style-type: none"> • Sevenoaks District Council Design Review Panel

	Proposed Project/Action	Notes	Identified by:	For actioning of:
	The Town Council will engage with the District Council to undertake a design review or if necessary utilise an alternative panel.		STNP – Supporting text of Aim C6	Collaboration with: <ul style="list-style-type: none"> • Sevenoaks District Council Design Review Panel • Alternative panels
1.7	The Town Council will work with the District Council and/or other design advisors to prepare design guidance for areas not included within the Residential Character Area Assessment.		STNP – Aim C7	STC Collaboration with: <ul style="list-style-type: none"> • Sevenoaks District Council • Design advisers
1.8	Masterplanning at locations which are important gateways and arrival points into the town.	This was proposed as an example of how the Town Council could “support” proposals that enhance the gateways and arrival points into the town at the below locations and as per Policy C10. <ul style="list-style-type: none"> • Sevenoaks Station/Station Square • Otford Road • Seal Road • Tonbridge Road • Bradbourne Vale Road • Bat and Ball junction and station 	Examination Process – Town Clerk	STC

	Proposed Project/Action	Notes	Identified by:	For actioning of:
		<ul style="list-style-type: none"> • The junction of Seal Road with Greatness Lane and Hospital Road • The Vine • London Road/High Street junction • London Road/Pembroke Road junction <p>Policy C10 was amended following recommendation PM4 in the Independent Examiner Report, to read “will be supported in principle at:”. The definition of “support” in this case was provided in STC’s Answer to Question 11 of the Examiner’s procedural questions, and included potential financial contributions, Masterplanning, and/or Planning Committee recommendations.</p>		
1.10	<p>Theme 1: Character OR Theme 7: Development via Policy D6 (Retrofitting) To provide solar panels guidance – especially within Conservation Areas where their installation (as well as double glazing) are severely limited.</p> <p>Potential to add a Policy in support at REVIEW stage</p>	<p>Whether or not solar panels should be allowed in Conservation Areas has been heavily debated by the Planning Committee multiple times. If an evidence base or design guidance could be prepared for this and to respond to the increasing demand for solar panels, this could help to clarify</p>	<p>Town Clerk/Town Council Officers</p>	<p>STC</p>

	Proposed Project/Action	Notes	Identified by:	For actioning of:
		for homeowners and the Planning Committee. This is also in line with Aim C3 – whereby the Town Council will prepare guidance on the treatment of locally listed buildings and any other buildings with heritage value.		
1.11	Elevate Aim C2 to Policy status – requiring additional study and evidence base to identify exact locations Current Aim: Aim C2: The Town Council will work with the District Council and landowners to encourage development of vacant and under-used sites particularly where they have a negative impact on the townscape in Sevenoaks.	For REVIEW stage: This was recommended by Sevenoaks Society in its response on the public consultation on the Referendum Draft of the STNP. The Independent Examiner flagged this in his Report, but noted that he “would expect more detail or precisely which vacant and under-used sites the policy would apply to” in order for it to gain policy status.	Examination Process – Regulation 16 Consultation Response	STC
0.1	Review and potential updating of existing evidence base to ensure that the information is satisfactorily accurate enough to inform the Plan’s policies. Relevant STNP Theme: ALL THEMES	The function of the Appendices are to “inform the policies within the Plan”, and on this basis the Independent Examiner confirmed that he was satisfied for the appendices to be retained. He noted however that evidence may change over the life of the STNP, and advised therefore that it be reviewed.	Examination Process – Independent Examiner	STC

Monitoring Report:

Purpose: To record the successful application of Sevenoaks Town Neighbourhood Plan policies against Planning Applications within Sevenoaks Town, in order to decide or influence decisions and conditions.

Index:

Pages 2-22: Planning applications decided by Sevenoaks District Council – with reference to the STNP, followed by a summary of trends/observations (Pages 21-22)

Pages 23-26: Appeals decided by a Planning Inspector – with reference to the STNP

Pages 27-33: Planning applications decided by Sevenoaks District Council – with no reference to the STNP

Pages 34-35: Planning applications decided by a Planning Inspector – with no reference to the STNP

***Note – although the STNP was formally “made” by the District Council on 23rd May 2023, instances where it was granted material weight are observed from 12th May 2023 onwards, with an argument also made by the District Council during an Appeal via Public Inquiry in February 2023 that it should be considered material. These have therefore been included in this report, despite occurring prior to the Plan’s adoption.**

Planning applications decided by Sevenoaks District Council – with reference to the STNP:

Date	Reference Number & Case Officer	Address & Ward	Proposal description	Policies & Issues measured against – as per headings/sub-headings (non-bold, if a particular issue is raised)	Document
12/05/23	23/00711/MMA Anna Horn	76 Kippington Road Kippington	Amendment to 21/03412/FUL.	C4 – Design and Residential Character Areas	Officer Report
15/05/23	23/00737/HOUSE Abbey Aslett	8 Bayham Road Eastern	Demolition of existing conservatory at side and rear extension. Proposed ground floor extension with rooflights. New parapet wall. New open porch at side. Alterations to fenestration.	C1 – Conservation: Conserving the setting of the Conservation Area. C4 – Character Area: Street scene, design, form and proportions; materials.	Officer Report
15/05/23	23/00761/HOUSE Stephanie Payne	15 Greenwood Way Kippington	Two storey rear extension. Two storey front extension. Associated alterations to existing hipped roof form. New raised rear patio. Rooflights. Steps.	No particular policy.	Officer Report
15/5/23	23/00830/HOUSE Abbey Aslett	Wisteria House, 69 Dartford Road St Johns	Ground floor single storey side extension with rooflight.	C1 – Nearby Conservation Area C4 – Character Area: Street Scene	Officer Report
18/05/23	23/00513/HOUSE Abbey Aslett	5 Mount Harry Road St Johns	Extension to existing garage and erection of proposed annex and gym building.	C1 – Impact on Heritage Asset: Impact on the non-designated heritage asset C4 – Character Area	Officer Report

18/05/23	23/00900/MMA Anna Horn	Site of Summerhill, Seal Hollow Road Eastern	Amendment to 21/04174/FUL.	C4 – Design and Residential Character Areas	Officer Report
23/5/23	23/00916/HOUSE Abbey Aslett	Meadowfield, 60 Hitchen Hatch Lane St Johns	Single storey extensions to south/west elevations. Linked garage to north elevation. Internal alterations. Loft conversion to habitable rooms with new dormer windows. New balcony. Solar panels to garage roof and Air Source Heat Pump. Alterations to driveway and paved areas. Alterations to fenestration. Alterations to roof. Rooflights.	C4 – Character Area – Street scene	Officer Report
24/05/23 30/05/23	23/00982/HOUSE Christopher Park	15 Argyle Road Town	Loft Conversion with rear dormer and front rooflights.	C1 – Character Area: Street scene, Conservation Area Impact: Character, appearance, and harm	Officer Report Decision Notice (Refusal)
26/05/23 26/05/23	23/00817/LBCALT Abbey Aslett	Town – No’s 7, 9 and 11 High Street	Renew clay tiled roof covering and external redecoration.	C1 – Impact on Listed Buildings and their setting	Officer Report Decision Notice (Refusal)
26/05/23	23/00644/HOUSE Abbey Aslett	6 Clenches Farm, Clenches Farm Road Kippington	Erection of two-storey side extension with rooflights. Roof alterations.	C1 – Character of the Area	Officer Report
30/05/23 30/05/23	23/00769/HOUSE Christopher Park	Homefield, 93 Oakhill Road Kippington	Replace and raise the garage roof to create habitable space with dormer. Two storey side and rear extension with dormer windows and rooflights and a single storey rear extension with patio area at existing ground level.	C1 – Character and Heritage: Character Area, Conservation Area Impact	Officer Report And corresponding Decision Notice (Refusal)
30/05/23	23/01027/MMA Christopher Park	11 Betenson Avenue Northern	Amendment to 22/03066/CONVAR.	C4 – Character Area Assessments	Officer Report

02/06/23	23/01059/HOUSE	20 Wickenden Road Eastern	To part demolish the conservatory and construct a single storey extension with roof lights on the rear elevation on the same footprint.	C4 – Character Area	Officer Report
06/06/23	23/01049/HOUSE Abbey Aslett	19 Brattle Wood Kippington	Erection of an outbuilding and proposed landscape works to the front of the property.	C4 – Impact on Character Area	Officer Report
06/06/23	23/00946/HOUSE Abbey Aslett	Chenies, 84 Oakhill Road Kippington	New detached garage with flat green roof. Alterations to site access. New retaining wall. New gate and associated landscaping.	C1 – Conservation Area Impact: Character/appearance	Officer Report
06/06/23	23/01101/HOUSE Christopher Park	22 Orchard Close	2 storey rear extension to existing dwelling and single storey porch.	C4 – Character Areas	Officer Report
06/06/23	23/00887/HOUSE Christopher Park	23 Oakdene Road	Demolition of existing rear extensions and the garage, and front veranda. Erection of a single storey side and rear extension. Internal alterations. Heightening of roof line to accommodate the installation of additional dormers and rooflights. Steps. Alterations to fenestration.	C4 – Character Areas	Officer Report
07/06/23	23/00585/FUL Samantha Simmons	9 Crownfields	Demolition of existing dwelling and replacement with a new detached dwelling with associated garaging.	C4 – Character Area L2 – Managing surface water to minimise flood risk	Officer Report
09/06/23	23/01191/HOUSE Stephanie Payne	Southways, 3 Crownfields	Partial single, partial 2 storey rear extension with alterations to fenestration and rooflight. Internal alterations. Associated landscaping.	C4 – Character, Heritage and Identity – design, form and proportions	Officer Report
09/06/23	22/03572/HOUSE Christopher Park	72 Brattle Wood	Demolition of existing rear wall and removal of chimney. Demolition of 1.5 storey structure with dormers. Two storey side and front extension with alterations to roofline. New covered porch with steps. Ground floor rear extension with rooflights. New garage. Extension to existing driveway. Extension to existing vehicular access. Landscaping. Alterations to fenestration and external materials.	C4 – Character Areas	Officer Report

13/06/23				C4 – Character Areas – size, scale and massing, harm to character and street scene	And corresponding Decision Notice (Refusal)
13/06/23	23/01158/HOUSE Stephanie Payne	Maple Shaw, 7 Oakfields	Single storey extension to side and rear of property. Rooflights	C4 – Character, Heritage and Identity	Officer Report
13/06/23	23/00149/FUL Stephanie Payne	72A Granville Road	Demolition of the existing rear extension and the construction of a single storey rear extension with installation of new window in flank elevation. New fenestration and patio.	C1, C4 – Character, Heritage and Identity – Impact on the Conservation Area (C1), Character (C4)	Officer Report
14/06/23	23/01020/HOUSE Christopher Park	Whiteacre, 87 Oakhill Road	Loft conversion with rooflights. Garage conversion, internal alterations and a swim spa extension with associated hard and soft landscaping. Alternations to fenestration. Alterations to roof including three new dormers, additional pitch and removal of chimney.	C1 – Conservation Area Appraisals	Officer Report
15/06/23	23/01040/FUL	103 London Road	Change of use of ground floor shop from commercial (use class E) to use as a nail bar (sui generis).	C1 – Heritage assets/their setting C4 – Character Area E1 – Supporting provision of start-up business space across the Town Centre	Officer Report
16/06/23	23/01003/HOUSE Abbey Aslett	18 Redlands Road	Alterations to roof line with loft conversion, dormer windows, rooflights and photovoltaic. Alterations to Chimney and sun tunnel. New Porch	C4 – Character Area	Officer Report
19/06/23	23/00178/FUL Christopher Park	Outside Sevenoaks Post Office, South Park	Installation a BT street hub and associated display of advertisement to both sides of the unit.	C1 – Character and Heritage – character	Officer Report

21/06/23				and appearance of the streetscene and conservation area, scale, location, design and clutter C1 – Character of the streetscene and setting of designated and non designated heritage assets	And corresponding Decision Notice (Refusal)
22/06/23	23/01233/HOUSE Christopher Park	9 Grange Road	Two storey front extension and single storey rear extension.	C1 – Heritage C4 – Character Areas	Officer Report
23/06/23	23/01207/HOUSE Christopher Park	10 Bayham Road	Proposed demolition of ground floor existing rear extension and small shed. Proposed new ground floor rear extension. Parapet wall. Proposed open porch at side. Proposed first floor side extension. Proposed loft conversion with dormer at the side. Rooflights. Alterations to fenestration. Fencing.	C1 – Heritage Assets C4 – Character Areas	Officer Report
27/06/23	23/01217/LBCALT Anna Horn	Knole House, Knole Lane	3 new masonry buttresses to support the North Garden Wall.	No particular policy.	Officer Report
28/06/23	23/01353/MMA Christopher Park	Treetops, 71 The Rise	Amendment to 21/02694/HOUSE – two storey side extension, amendments to external materials, fenestration and roof.	C4 – Character areas	Officer Report *incorrectly referred to as Sevenoaks Town Development Plan
03/07/23	23/01330/HOUSE Stephanie Payne	Timbers, Grassy Lane	New double garage.	C4 – Character, Heritage, Identity	Officer Report
03/07/23	23/01282/HOUSE Stephanie Payne	Balmedie, Wildernesse Avenue	Replacement chain link fence.	C1 – Character, Heritage and Identity	Officer Report

				OMITTED – not found applicable L1 – Porous fences – recommended by Planning Committee	
04/07/23	23/01382/HOUSE Anna Horn	1 Bourchier Close	Single storey front extension and roof canopy	C4 – Design and residential character areas L4 – Trees and hedgegrows	Officer Report
05/07/23	23/01346/LBCALT Louise Cane	Lynch House, 21 Clarendon Road	Proposed remedial, repair and renovation work: remove and replace roof membrane. Brickwork and tiling to be cleaned, repaired or replaced. Exterior door and window to be repaired and redecorated. Lead work to be repaired or replaced. Plastic rainwater goods to be replaced with cast iron. 2 attic windows to be replaced. 1 flat-headed window to be replaced with an arched-head window. External works to increase drainage around side porch. Repairs to flaunching at the top of chimneys.	C1 and C4 – Character	Officer Report
05/07/23	23/01346/LBCALT Louise Cane	Lynch House, 21 Clarendon Road	Proposed remedial, repair and renovation work: remove and replace roof membrane. Brickwork and tiling to be cleaned, repaired or replaced. Exterior door and window to be repaired and redecorated. Leadwork to be repaired or replaced. Plastic rainwater goods to be replaced with cast iron. 2 attic windows to be replaced. 1 flat-headed window to be replaced with an arched-head window. External works to increase drainage around side porch. Repairs to flaunching at the top of chimneys.	C1 – Character C4 – Character	Officer Report

06/07/23	23/01194/HOUSE Stephanie Payne	36 Granville Road	Installation of solar panels	C1 – Character, Heritage and Identity – sustain and preserve views of NDHA and DHA (non designated and designated heritage asset) D6 – Development and Housing – retrofitting and energy efficiency	Officer Report
10/07/23	23/01467/FUL Anna Horn	4 Carlton Parade, St Johns Hill	To re-align the staircase to the first floor flat, erect a firewall adjacent to the flank wall of 1C St James`s Road and a single storey rear extension for use as a store and cold room.	C4 – Design and residential character areas E5 – Enhance function, accessibility and appearance of neighbourhood centres, including St Johns	Officer Report
11/07/23	23/01341/HOUSE Christopher Park	65 Betenson Avenue	New first floor. Garage conversion. Front porch extension. Alterations to roof. Removal of existing chimneys. Alterations to fenestration. Rooflights.	C4 – Character Areas	Officer Report
18/07/23	23/01471/HOUSE Christopher Park	8 Filmer Lane	New roof and extension to front porch area. Conversion of half the garage to habitable space. Internal alterations. Alterations to roof. Alterations to fenestration. Rooflights. Steps.	C4 – Character Areas	Officer Report
19/07/23	23/01364/HOUSE Louise Cane	49 Brattle Wood	Rear single storey extension and two storey side extension. Front single garage and hobby room extension with basement gym below. New porch. New swimming pool. Internal alterations. Alterations to roof. Alterations to ground level. Alterations to fenestration. Windows. New retaining wall. New gate and fence. Landscaping. Rooflights.	No particular policy.	Officer Report

20/07/23	23/01182/HOUSE Christopher Park	Humbugs, 31 Hartslands Road	Erection of single storey rear extension and associated works.	C1 – Heritage C4 – Character Area Assessments	Committee Report (to DMC Committee)
21/07/23	22/03519/MMA Anna Horn	136 High Street	Amendment to 20/03476/FUL.	C1 – New development and heritage assets C4 – Design and residential character areas C8 – Local landmarks L2 – SuDs, surface water and flood risk M1 – Walking and cycling M9 – Greener modes of transport M11 – Public realm improvements in town centre D3 – Housing need and affordable housing	Officer Report
21/07/23	23/01659/HOUSE Stephanie Payne	18 Dartford Road	Widening of the existing vehicle access and replacement of the existing boundary wall with a dwarf wall and iron railings and reconfiguration of the parking area.	C4 – Character, Heritage, Identity – Impact on the character of the area C1 – Conservation Area impact	Officer Report
24/07/23	23/01491/HOUSE Christopher Park	54 Hitchen Lane	Two storey front extension with front porch. Alteration to fenestration.	C4 – Character Area Assessments	Officer Report
25/07/23	23/01366/HOUSE Abbey Aslett	9 The Meadway	Single storey side & front extension.	C4 – Impact on the character of the area	Officer Report
25/07/23	23/01048/HOUSE Abbey Aslett	19 Brattle Wood	Demolition of existing rear extension and erection of a two-storey extension.	C4 – Impact on the character of the area	Officer Report

26/07/23	23/01642/HOUSE Christopher Park	Down End, Hoggarden Lane	Single storey rear extension. Single storey porch extension. Alterations to fenestration.	C4 – Character Areas	Officer Report
28/07/23	23/01220/HOUSE Christopher Park	2 Littlecourt Road	Proposed front, side and rear extensions to existing garage.	C4 – Character Areas	Officer Report
01/08/23	23/01525/HOUSE Abbey Aslett	12 Chartway	Existing side dormer extended. Single storey rear extension. Conversion of existing integral garage into guest bedroom. Relocation of existing shed. Alterations to roof. Alterations to fenestration. Landscaping. Rooflights.	C4 – Impact on the character of the area	Officer Report
02/08/23	23/00324/HOUSE Sean Mitchell	1C Wickenden Road	Two storey side extension, new front entrance with alterations to fenestration.	C4 – Impact on the character of the area	Officer Report
03/08/23	23/01706/HOUSE Stephanie Payne	7 Downsview Road	First floor balcony to the front elevation and additional pavement crossover to form a carriage drive.	C4 – Character, Heritage and Identity	Officer Report
07/08/23	23/01671/HOUSE Abbey Aslett	66 Brattle Wood	Demolition of existing garage, utility and dining room to replace with a two-storey side extension and single storey rear extension. Alterations to existing driveway. Internal alterations. Alterations to fenestration. Landscaping. Fencing. Rooflights.	C4 – Impact on the character of the area	Officer Report
08/08/23	23/00766/HOUSE Samantha Simmons	20 The Drive	Replacement swimming pool with hard landscaping; erection of pool house and associated works.	C1 – Conservation	Officer Report
10/08/23	23/01696/LBCALT Abbey Aslett	Nos 7, 9 and 11 High Street	Repair failing clay roof tiles to match existing covering and external redecoration of timber sliding sash windows and shiplap cladding. Replace concrete tiles to the rear three box gable end pitches with hand-made clay tiles to match main roof. Installation of insulation.	C1 – Impact on Listed Buildings and their Setting	Officer Report
10/08/23	23/01717/HOUSE Christopher Park	Montpelier House, 4 Hitchen Hatch Place	Alterations to fenestration at the rear.	C4 – Impact on character of the area	Officer Report
10/08/23	23/01877/HOUSE Stephanie Payne	113A Bradbourne Vale Road	Single storey extension. Replacement roof with raised ridge. Loft conversion with dormer to left	C4 – Character, Heritage and Identity	Officer Report

			flank elevation. Rooflights and sun pipes. Alterations to fenestration. New gate.		
10/08/23	23/01814/HOUSE Stephanie Payne	South Ways, 3 Crownfields	Replacement first floor extension to existing detached outbuilding. Installation of solar panels to the roof.	C4 – Character, Heritage and Identity	Officer Report
11/08/23	23/01607/HOUSE Abbey Aslett	Osborne House, 232 Seal Road	2no. garage conversions & construction of new detached garage to front.	C4 – Impact on the character of the area	Officer Report
14/08/23	23/01827/HOUSE Abbey Aslett	28 The Drive	Part hip to gable loft conversion including rear dormer and front, side and rear rooflights.	C1 – Conservation area impact – Impact on a Heritage asset	Officer Report
15/08/23	23/01585/FUL Louise Cane	Site Formerly Known as Sevenoaks Open Air School, Oakhill Road	Demolition of existing open air school building and garage and construction of 2no. new Business use units.	C1 – Character, Heritage and Identity	Officer Report
15/08/23	23/01585/FUL Louise Cane	Site Formerly Known as Sevenoaks Open Air School, Oakhill Road	Demolition of existing open air school building and garage and construction of 2no. new Business use units.	C1 – Spatial quality and character and appearance of Kippington and Oakhill Road Conservation Area	Decision Notice (Refusal)
15/08/23	23/01075/HOUSE Christopher Park	St Botolphs Lodge, The Vine	Replacement of an existing timber close board boundary fencing with brick and ragstone walling, brick piers and railings.	C1 – Conservation Area Appraisals OMITTED – not found applicable: L1 – Porous fences (recommended by Planning Committee)	Officer Report
15/08/23	23/01682/HOUSE Christopher Park	48 Golding Road	Demolition of existing front porch to replace with a full width single storey front porch. Single storey flat roofed rear extension. Alterations to fenestration. Steps.	C4 – Character Areas	Officer Report
16/08/23	23/01810/HOUSE Abbey Aslett	10 Broomfield Road	Loft conversion with rear projecting dormer.	C4 – Impact on the character of the area	Officer Report

18/08/23	23/01172/HOUSE Christopher Park	Silverley, Woodland Rise	Construction of rear single storey extension, infill ground floor extension, first floor side extension, loft conversion including dormer windows, with internal alterations. Alterations to roof and fenestration. Rooflights.	C1 – Heritage – impact on character of the area	Officer Report
18/08/23	23/01657/HOUSE	70 Betenson Avenue	Demolition of existing garage to replace with a single storey rear and two storey side extension. Alterations to roof. Rooflights.	C4 – Character Areas: Impact on character of the area	Officer Report
18/08/23	23/01880/MMA Ashley Bidwell	Site of Summerhill, Seal Hollow Road	Amendment to 20/01705/FUL.	C4 – Design and residential character areas	Officer Report
24/08/23	23/01767/HOUSE Samantha Simmons	Amberley House, Oak Avenue	Installation of a residential eco pod.	C4 – Impact on the character of the area L1 – Impact on the character of the area: Trees/landscaping L2 – Drainage L4 – Impact on the character of the area	Officer Report
24/08/23	23/01932/HOUSE Abbey Aslett	Meadow Lodge, Wellmeade Drive	Part two storey, part single storey front extension. Infill between rear dormers. Alterations to fenestration. Rooflights.	C4 – Character Area *note: Policy incorrectly attributed to the Sevenoaks Residential Character Area Assessment.	Officer Report
29/08/23	23/01700/FUL Samantha Simmons	Clarendon Lawn Tennis Club, Plymouth Drive	Installation of solar powered barrier.	C4 – Design and impact on the character of the area L1 – Biodiversity Net Gain (not needed)	Officer Report
05/09/23	23/01300/MMA Christopher Park	Site of 80 St Johns	Amendments to 03/02900/FUL – Changes to front porch and rear extension. Introduction of ground floor side windows to both plots.	C4 – Character areas	Officer Report

11/09/23	23/01269/HOUSE Louise Cane	The Cedars, 62 Oakhill Road	Demolish the single storey kitchen area and erect a single storey extension. Removal and reposition of car port structure to form a covered area to the rear of the garage. Erect a retaining wall and steps to form patio area. Rooflights.	C1 – Conservation – Conservation area impact	Officer Report
11/09/23	23/01392/HOUSE Louise Cane	56 The Drive	Conversion of the garage. Reconstruction of the conservatory with a solid roof, with the addition of new rooflights and windows to the second floor. Landscaping works to include a new garage to the front of the plot and alterations to the parking areas.	No particular. Omitted C1 – Heritage Assets, despite having a section for this and measuring it against SDC policy EN4, or C4 – Impact on character of the area.	Officer Report
11/09/23	23/02098/FUL Anna Horn	123B St Johns Hill	Raise the roof to 3.9m high and erect a single storey flat roofed extension to the rear with rooflights.	C4 – Design and residential character areas E5 – enhance function, accessibility and appearance of neighbourhood centres, including St Johns	Officer Report
14/09/23	23/02200/HOUSE Christopher Park	72 Brattle Wood	Demolition of existing rear wall and removal of chimney. Demolition of 1.5 storey structure with dormers. Two storey side and front extension with alterations to roofline. New covered porch with steps. Ground floor rear extension with rooflights. New garage. Extension to existing driveway. Extension to existing vehicular access. Landscaping. Rooflights. Alterations to fenestration and external materials.	C4 – Impact on the character of the area	Officer Report
15/09/23	23/01980/HOUSE Abbey Aslett	3 White Hart Close	Single storey rear extension, loft conversion with alterations to existing dormers. Alterations to	C1 – Setting of a listed building	Officer Report

			fenestration, replacement of existing boundary fence.	C4 – Impact on the character of the area L1 – Permeable fencing – considered “unreasonable” and not applied as a condition.	
15/09/23	23/01532/HOUSE Abbey Aslett	29 The Moor Road	First floor rear extension. Roof lights to rear elevation.	C4 – Impact on the character of the area	Officer Report
18/09/23	23/02140/HOUSE Abbey Aslett	12 Vine Court Road	Part single storey extension. Remove garage chimney. Remove glass canopy roof. New bay window to lounge. Two new dormers. Internal alterations. Alterations to fenestration. Rooflights.	C1 – Conservation Area impact	Officer Report
18/09/23	23/02187/HOUSE Abbey Aslett	3 Shenden Way	Single storey rear extension to garage. Garage conversion with new roof. New porch canopy roof. Detached outbuilding. Landscaping. Alterations to fenestration. Rooflights.	C4 – Impact on the character of the area	Officer Report
19/09/23	23/02131/HOUSE Hannah Donnellan	74 Mount Harry Road	Single storey rear and side extension. Two storey rear gable-end extension. Front and rear dormers. Internal alterations. Alterations to front garden to create new vehicular access. Alterations to fenestration. Rooflights.	C4 – Impact on the character of the area	Officer Report
20/09/23	23/02227/HOUSE Christopher Park	St Botolphs Lodge, The Vine	New glass link between the existing garage and house	C1 – Conservation Area Impact	Officer Report
25/09/23	23/02033/ADV Abbey Aslett	Lime Tree Work Shop, 11 Lime Tree Walk	External signage	C4 – Character area – and high quality design Omitted: C1 – Heritage asset and/or its setting	Officer Report
26/09/23	23/02115/ADV Abbey Aslett	Hotel Chocolat, 93 High Street	Installation of new fascia sign, vinyl window sign and new projecting sign – all non illuminated.	C4 – Character area – and high quality design	Officer Report
28/09/23	23/02289/HOUSE Christopher Park	5 Redlands Road	Demolition of existing conservatory and part garage; erection of part single, part two storey	C4 – Impact on the character of the area	Officer Report

			rear extension; erection of first floor side extensions with associated internal conversion works		
29/09/23	23/02291/HOUSE Abbey Aslett	36 Dartford Road	Demolition of existing ground floor rear extension and shed. Extend existing balcony at rear. Rooflights. Alterations to fenestration. New pedestrian access at rear. New front wall and gates. New Shed. Landscaping.	C4 – Impact on the character of the area OMITTED: L4 – Loss of trees	Officer Report
29/09/23	23/02300/HOUSE Abbey Aslett	1 Wickenden Road	Rear conservatory	C4 – Impact on the character of the area	Officer Report
03/10/23	23/02324/HOUSE Abbey Aslett	The Mulbury, Ash Platt Road	Loft conversion and dormer extension.	C4 – Impact on the character of the area	Officer Report
09/10/23	23/02298/HOUSE Abbey Aslett	Springfield, 4 Farnaby Drive	Two storey front extension, part single/part double storey rear and side extension, facade updates including alterations to fenestration, removal of chimney and associated landscaping.	C4 – Impact on the character of the area	Officer Report
11/10/23	23/02414/HOUSE Abbey Aslett	19 Vine Court Road	Two storey side extension, ground floor extensions and new first floor.	C1 – Heritage Assets Impact C4 – Impact on the Character of the Area	Officer Report
09/10/23	23/01024/FUL Christopher Park	79 Weald Road	Demolition of existing outbuilding. New proposed outbuilding to land at rear of house.	C4 – Character Areas L4 – Trees and Hedgerows – retaining existing	Officer Report
13/10/23	23/01024/FUL Christopher Park	79 Weald Road	Demolition of existing outbuilding. New proposed outbuilding to land at rear of house.	L4 – Unacceptable level of harm to the protected trees and wider woodland.	Decision Notice (REFUSAL)
03/10/23	23/02210/HOUSE Stephanie Payne	15 Beaconfields	New garage extension. Replace the porch flat roof with a pitched roof. New permeable driveway	C4 – Heritage, Character and Identity	Officer Report
10/10/23	23/02430/MMA Samantha Simmons	The Paddocks, Land North East of Heron Wood, Gracious Lane	Amendment to 22/02672/FUL.	C1 – Heritage L1 – Impacts on biodiversity	Officer Report

				L2 – Drainage D5 – Impact on the area of outstanding Natural Beauty	
12/10/23	23/02446/HOUSE Abbey Aslett	5 The Rise	Demolition of existing side extension, replacement single storey extension.	C4 – Impact on the character of the area	Officer Report
13/10/23	23/02488/HOUSE Christopher Park	15 Lambarde Drive	Demolition of existing conservatory. Single storey rear extension. Part garage conversion. Rooflights. Internal alterations. Alterations to fenestration	C4 – Impact on the character of the area	Officer Report
16/10/23	23/02534/HOUSE Stephanie Payne	Romany, 100 Oakhill Road	New garage extension. First floor extension. Loft extension. New gate. New dormers. Ground level changes. Alterations to fenestration. Alterations to roof. Solar panels. Rooflights	C1 – Character, Heritage and Identity	Officer Report
18/10/23	23/02000/HOUSE Abbey Aslett	The Dragon House, Bradbourne Road	Part two storey part single storey rear extension. Alterations to fenestration	C4 – Impact on the character of the area – Conservation Area Impact	Officer Report
19/10/23	23/02539/HOUSE Christopher Park	Homefield, 93 Oakhill Road	To demolish the rear canopy behind the garage, replace the garage roof with raised eaves and ridge level and erect a two storey side and rear extension with dormer windows and roof lights and a single storey rear extension with patio area at existing ground level and new steps to existing patio.	C1 – Heritage – impact on the character of the area	Officer Report
19/10/23	23/02575/HOUSE Summer Aucoin	Cedar Bank, Hopgarden Lane	Demolition of garage and construction of a two-storey front and side extension. Part infill extension. Front extension to incorporate new garage on lower ground level. Dormer to be added to new two storey front extension. Associated hard and soft landscaping. New roof lights.	No particular policy – Impact on the character of the area	Officer Report

27/10/23	23/02156/HOUSE Hannah Donnellan	Donyland Cottage, Wilderness Avenue	Demolition of existing games room and kitchen/breakfast room. Two storey west extension. Part single storey, part two storey east extension. Part garage conversion into habitable space. New dormers. Landscaping. Rooflights. Alterations to fenestration. Alterations to roof	C1 – Heritage – omitted from appraisal of impact on Listed Buildings, Locally Listed Buildings and their setting, and from appraisal of Conservation Area Impact Omitted C4 – Character of the area	Officer Report
31/10/23	23/02487/HOUSE Samuel Odell	55 St Johns Hill	Ground floor rear extension with rooflight to replace existing conservatory	C1 – Heritage – impact on Listed Buildings and their Setting C4 – Character – impact on the character of the area C1, C4	Officer Report Decision Notice (Refusal)
31/10/23	23/02510/FUL Anna Horn	3 & 5 Holmesdale Road	Relocation of listed front, cast iron railings/gates to form wider access drive and wider dropped kerb to accommodate two electric vehicles with charge points. Associated landscaping.	C1 – Heritage assets C4 – Design and residential character areas	Officer Report
01/11/23	23/02258/FUL Christopher Park	16 South Park	Raising the roof to facilitate the extension of the office by adding one new storey of floor space and provision of roof top plant. Proposed new additional mezzanine parking level, creating 7 new car parking spaces at lower ground level.	C1 – Heritage M9 – Modes of Transport Omitted C4 – Character of the area	Officer Report
02/11/23	23/02443/FUL Christopher Park	Second Floor, 116A High Street	Replacement of two existing windows.	C1 – Heritage – impact on the character and appearance of Conservation Area and locally listed buildings	Officer Report

03/11/23 10/11/23	23/02208/FUL Abbey Aslett	5 Mount Harry Road	Demolition of existing garage and bay window. Subdivision of land with fencing and construction of new dwelling with solar panels, associated access and landscaping.	C1 – Impact on Heritage Assets C4 – Design and Impact on Character of Area L4 – Visual amenity – provided by trees and hedgerows C1, C4, L4	Officer Report Decision Notice (refusal)
03/11/23	23/02547/HOUSE Samuel Odell	31 Lambarde Drive	Loft conversion. Alterations to roof. Rooflights.	C4 – Character – Impact on the character of the area	Officer Report
07/11/23	23/02672/FUL Abbey Aslett	Flats 1 & 2, 43 Bethel Road	Conversion of existing flats into a single dwelling. Roof alteration to create additional accommodation. New dormer, side staircase removed.	C1 – Heritage – Impact on Heritage Asset C4 – Character	Officer Report
09/11/23	23/02678/HOUSE Summer Aucoin	5 Pound Lane	Proposed infill rear extension. Alterations to existing steps. Internal alterations. Alterations to fenestration. Rooflights.	C1 – Heritage Assets C4 – Design quality – Impact on the character of the area	Officer Report
13/11/23	23/02560/FUL Abbey Aslett	1 Tubs Hill Parade, London Road	Alteration to external position of cooking extract fan and duct, including relocation of discharge point (from horizontal to vertical) and installation of pre-filters and carbon filter box.	C1 – Adjoining Conservation Area C4 – Design and impact on the character of the area	Officer Report
13/11/23	23/02553/FUL Christopher Park	Ground Floor Flat, 62 St Johns Road	Demolish garage. Basement kitchen/dining, ground floor rear and side extension, and two storey side extension to provide additional accommodation to existing flats including the conversion of ground floor flat into 1 two bedroom flat and 1 one bedroom flat.	C4 – Character Areas – Impact on the character and appearance of the Area	Officer Report

15/11/23	23/02756/HOUSE Christopher Park	6A Yeomans Meadows	Ground and first floor extensions. Change to fenestration. Solar panels, rooflights, new porch. Remodelling of roof.	C4 – Character Areas – Impact on the character of the area	Officer Report
16/11/23	23/02565/HOUSE Samuel Odell	Casanove, Clenches Farm Road	Proposed garage conversion, internal alterations and rear extension with a swim spa. ramp access, patio, rooflights and alteration to fenestration.	C4 – Impact on the character of the area	Officer Report
16/11/23	23/02701/HOUSE Samuel Odell	17 Bradbourne Vale Road	Single storey side extension with rooflight. New summerhouse. Porch cover. Retaining wall. Landscaping. Alterations to access. Alterations to fenestration.	C4 – Impact on the character of the area Omitted: L2 – requiring surface water management Also omitted C1 – Impact on Locally Listed Buildings and their Setting	Officer Report
16/11/23 17/11/23	23/01864/HOUSE Richard Morris	The Old Barracks, 95 Dartford Road	Proposed infill of existing balcony to create ensuite, alteration to fenestration	C1 – Impact on heritage Assets C4 – Design and impact on the character and appearance of the area C1 and C4	Officer Report Decision Notice (Refusal)
20/11/23	23/02481/HOUSE Samuel Odell	Oakend Cottage, 1 Oakfields	Single storey side extension.	C1 – Conservation Area Impact C4 – Impact on the character of the area	Officer Report
21/11/23	23/02741/ADV Abbey Aslett	110 High Street	Installation of new fascia panel with non-illuminated lettering and logo. Installation of new doubled projecting sign with non-illuminated lettering and logo on existing bracket	C1 – Visual amenity: Conserving or enhancing the character, appearance	Officer Report

				and setting of a heritage asset C4 – Visual amenity: High quality, responding to character of the area	
22/11/23 23/11/23	23/02833/ADV Abbey Aslett	2-3 Dorset Street	Shop front sign.	C1 – Visual amenity: Conserving or enhancing the character, appearance and setting of a heritage asset C1	Officer Report Decision Notice (Refusal)
23/11/23	23/02186/FUL Samantha Yates	3 Station Parade, London Road	Change of use from Class E (commercial) to 2 residential apartments (Class C - residential) to the rear of the property with associated bin stores and cycle stores. Minor revisions to the front elevation of the building. Change of use of the front section of the building from an Art Gallery to a cafe and hot food takeaway and access to proposed flats.	C1 – Principle of Development: Heritage policy C9 – Design and impact on the character of the area	

Observations and trends:

- **This list comprises LBCALT, FUL, HOUSE, MMA, however it is recognised that this is not the extent of all planning applications reviewed by the District Council. Notification of decisions on DETAIL applications in particular are not received by STC, and this report has been created via these emails. Clarification has been sought with SDC's Development Management team to ensure that all relevant data is being collected.**
- MMA applications are more likely than other classes of application to not consider the STNP in the Officer Report
- The STNP is not considered universally against every application.
- Noting a surprising instance regarding the above, the STNP wasn't considered in the Officer's report for 23/01438/HOUSE – Belmont, The Vine, which is a locally listed asset located within the Vine Conservation Area. It was measured against SDC policies for heritage asset protection and the Conservation Area Appraisal and found to comply with them, so in this case it would have complied with the STNP as well, but in other instances the Officer has considered all relevant policies which protect the asset.
- More surprising, is the Case Officer recommending a biodiversity enhancement condition to the permission of 23/01518/FUL but did not cite the STNP which requires a 10% gain. This is a new development larger than the footprint of the previous dwelling which is to be demolished, with loss of trees, and seems a wasted opportunity. Clarification as to why it was not considered relevant, nor any of the STNP policies e.g. L4 which requires lost trees to be replaced, has been sought.
- Similarly, various conditions are put on the planning permission for 23/01412/FUL, which is located in a biodiversity opportunity area, including an impact report on how losses will be mitigated and gains provided. No % was required and the Officer report did not acknowledge applicability of any STNP policies.
- Decision Notices for Refusal are more likely to cite the STNP to support the grounds for refusal
- Decision Notices for Approval are less likely to cite the STNP, even when the Officer has considered policies to be relevant in their decision making. It is not uncommon for 2 policies to be cited when supporting a condition – e.g. to protect the character or amenity, however no instances have occurred where an STNP policy was cited.
- Noting a particularly surprising instance regarding the above, when the Officer noted that a policy supports a condition that they recommend be imposed on the Decision Notice for 23/00585/FUL regarding flood risk. The Decision Notice cited 2 policies which supported the condition, but not the STNP policy.
- STC's comments rarely cite the STNP policies to support its recommendation, although it is just as unlikely to cite a SDC policy either
- Noting a disappointing instance regarding the above and in regards to planning application referenced 23/01282/HOUSE, when STC requested that the chain-link fence proposed be made permeable to local wildlife as per STNP Policy L1. Despite STC flagging up the policy specifically in its recommendation, it was not considered to be a relevant planning policy by the Planning Officer in her report, and no such condition was imposed in the Decision Notice. She cited the following as to why: *"Both the Tree and Conservation Officers were satisfied with the proposals and had no objections to the scheme. Policy L1 refers to Biodiversity Net Gain and new planting and landscapes which is not relevant to the scheme based on the*

proposal. Nonetheless, no existing planting is set for removal and the fencing allows for views of the vegetation and biodiversity to move through being visually and physically permeable.”

- Similarly, 23/01075/HOUSE was not found applicable for the proposed fence to be porous to wildlife (L1) as recommended by the Planning Committee. The Planning Officer gave the following justification: *“The proposal only replaces as existing modest length of fencing to a ragstone wall. The remaining fencing will be retained and no new fencing is proposed and therefore the Sevenoaks Town Council comments do not apply”*
- 23/02795/HOUSE proposed a wall to be erected within the 15m buffer zone of ancient woodland. A condition was requested by KCC Ecology and agreed by the Case Officer relating to provision of additional enhancements for the site to ensure opportunities to enhance biodiversity. No mention of the STNP was made in the Officer Report, despite a condition being imposed requiring an ecological enhancement plan.

Appeals decided by a Planning Inspector – with reference to the STNP

Date	SDC Planning and Appeal Portal References, Appeal Reference, Number Inspector name	Address & Ward	Proposal description	Policies & Issues measured against (non-bold, if something in particular in that section is raised)	Document
17/02/23	22/00096/RFPLN Re 21/04236/OUT APP/G2245/W/22/3308246 H Porter	Land South of Little Brittains, Brittains Lane Kippington	Outline application for development of up to 70 new homes (Class C3), including 50% (35no.) affordable homes and 10% self-build, and the formation of a new T-junction vehicular access onto Brittains Lane with associated landscaping, parking, open space, play areas, and all other associated development works. Means of access is the only detailed matter with some matters reserved.	Its material status as a “post-examination draft neighbourhood development plan” Policy C1 – heritage asset and its setting Policy C9 – landscape setting, character, visibility to and from open countryside Both in the value put on the setting of Conservation Areas and the town Policy L1 – 10% biodiversity net gain requirement	SDC Closing submission to the Public Inquiry

<p>07/07/23</p>	<p>22/00096/RFPLN 21/04236/OUT</p> <p>APP/G2245/W/22/3308246 H Porter</p>	<p>Land South of Little Brittains, Brittains Lane Kippington</p>	<p>Outline application for development of up to 70 new homes (Class C3), including 50% (35no.) affordable homes and 10% self-build, and the formation of a new T-junction vehicular access onto Brittains Lane with associated landscaping, parking, open space, play areas, and all other associated development works. Means of access is the only detailed matter with some matters reserved.</p>	<p>Material weight in Planning Inspector's decision-making</p>	<p>Inspector Report on Decision to DISMISS the Appeal</p>
<p>24/07/23</p>	<p>22/00058/RFPLN (SDC Appeal Portal reference) Re 20/03293/FUL</p> <p>APP/G2245/W/22/3301377 Andrew Lumber</p>	<p>Pinehurst House Nursing Home, Pinehurst</p>	<p>Demolition of the existing building and erection of two three storey blocks, two four storey blocks and, one five storey block totalling 56 residential units with associated landscaping, cycle storage, car parking, waste and recycling stores, and external lighting.</p>	<p>C4 – Compliancy with Residential Character Area Assessment L1 – 10% biodiversity net gain requirement – Biodiversity Net Gain Assessment required and provided by appellant. Resulting in biodiversity enhancements identified and additional off-set to be agreed through Section 106 due to shortfall.</p>	<p>Appellant's Planning Appeal Note</p>
<p>18/09/23</p>	<p>22/00058/RFPLN (SDC Appeal Portal reference) Re 20/03293/FUL</p>	<p>Pinehurst House Nursing Home, Pinehurst</p>	<p>Demolition of the existing building and erection of two three storey blocks, two four storey blocks and, one five storey block totalling 56 residential units with associated</p>	<p>L1 – 10% Biodiversity Net Gain – Conditions agreed between</p>	<p>Inspector Decision</p>

	APP/G2245/W/22/3301377 Andrew Lumber		landscaping, cycle storage, car parking, waste and recycling stores, and external lighting.	appellant, SDC and KCC to secure this. C4 – Character and Appearance – finding it to be in accordance, and the planning weight of housing supply to outweigh the contrast between the proposed and neighbouring developments.	
03/08/23	23/00015/RFPLN (SDC Appeal Portal reference) Re 22/00683/FUL APP/G2245/W/23/3316398 Graham Chamberlain	Berkeley House, 7 Oakhill Road	Demolition of existing building and ancillary structures and the erection of a residential apartment building (69) units together with associated parking, basement, refuse and recycling facilities, hard and soft landscaping, and associated earthworks.	Material weight in Planning Inspector’s decision-making C4 – High Quality Development L4 – Retaining high quality trees SDC Policy EMP1 – reinforced by STNP – Employment land Lack of housing allocations – Housing provision	Inspector’s Report on Decision to ALLOW the Appeal Note: Although Allowed, the Inspector found the proposals to be against both C4 and L4 of the STNP. It was allowed on the basis of lack of housing

					provision by SDC.
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*** Planning applications decided by Sevenoaks District Council – with no reference to the STNP**

Planning Portal Reference Number & Case Officer	Address & Ward	Proposal description	Potential policies & issues which could have been relevant (deduced either from site constraints or other policies cited by the Officer)	SDC Decision
23/00744/ADV Louise Cane	113-117 High Street	Replacement of 16no existing internally hung, externally lit, A3 size property cards with: 10No new internally hung, externally lit, A1 size property cards and; 1No new plasma display screen. Retain existing Fascia, manifestation to front doors and projecting signs.	C1 – Heritage assets/Conservation Area	23 rd May 2023: SDC Granted, 5 conditions.
23/00938/HOUSE Stephanie Payne	5 Yeomans Meadows	Proposed first floor side extension. Front two storey extension. Internal alterations. Alterations to fenestration. Alterations to roof.	C4 – Character areas	24 th May 2023: SDC Granted, 3 conditions.
23/00966/HOUSE Stephanie Payne	9 Vine Avenue	Demolition of front and side porches and single storey rear extension, Construction of new front porch, two storey rear extension and second storey side extension with alterations to the fenestration.	C1 – Heritage assets C4 – Character areas	26 th May 2023: SDC Granted, 4 conditions.
23/00604/HOUSE Samantha Simmons	10 Crawshay Close	Demolition of garage, two storey side and front extension, rooflight, and single storey outbuilding.	C4 – Character areas L2 – Minimising flood risk (high risk surface water flooding)	2 nd June 2023: SDC Granted, 6 conditions.
22/02872/FUL Anna Horn	Trinity School, Seal Hollow Road	Installation of a Tarnhow Free Standing Mono Pitch canopy	C1 – Heritage assets – Green Belt C4 – Character areas	9 th June 2023: SDC Granted, 2 conditions.

23/00759/MMA Louise Cane	Former Builders Yard, Sevenoaks Business Centre, 14 Cramptons Road	Amendment to 19/03211/FUL - Demolition of existing vacant building merchants (Sui Generis) and the erection of two new commercial units falling within Use Classes B1, B2 and/or B8 with associated car parking, servicing, access and landscaping.	C4 – Character areas	9 th June 2023: SDC Granted, 13 conditions.
23/01104/HOUSE Stephanie Payne	23 Marlborough Crescent	Proposed garage conversion into utility room. Alterations to fenestration.	C4 – Character areas	12 th June 2023: SDC Granted, 3 conditions.
23/00970/FUL Anna Horn	43 Shoreham Lane	Demolition of existing side extension. Subdivision of land and erection of one 2 bed with study semidetached dwellinghouse. New driveway.	C4 – Character areas C1 – Heritage assets; locally listed wall	12 th June 2023: SDC Granted, 7 conditions.
23/00260/FUL Stephanie Payne	Gardens rear of 83-91 Bradbourne Park Road	Erection of a dwelling with associated parking and garden area.	C1 – Heritage assets and conservation areas L1 – Biodiversity gain in new developments	SDC Granted, 10 conditions.
23/01240/MMA Samantha Simmons	Magpie Shaw, 47 Weald Road	Amendment to 21/02790/HOUSE – extensions to rear of the house, ground floor windows.	C4 – Character areas	23 rd June 2023: SDC Granted, 2 conditions.
23/01181/MMA Christopher Park	Kipp Cottage, 61 Kippington Road	Amendment to 20/00904/FUL – proposed new dwelling and associated landscape works including extension to existing drive.	C1 – Conservation area C4 – Character areas	27 th June 2023: SDC Granted, 6 conditions.
23/00898/FUL Anna Horn	43 Bethel Road	Roof alterations including dormer window to form additional accommodation. Alterations to fenestration. Outbuilding to be removed. Removal of outdoor stairs.	C1 – Conservation area C4 – Impact on character area	3 rd July 2023: SDC Granted, 8 conditions.
23/01359/FUL Louise Cane	5 St Botolphs Road	Existing window to be changed to a door.	C4 – Character areas	10 th July 2023: SDC Granted, 3 conditions.

23/01015/HOUSE Stephanie Payne	Balmedie, Wilderness Avenue	External alterations to cladding, dormers, balconies, chimney, windows and doors. Removal of rear extension to be replaced by a new extension with smaller footprint. New rear dormer. Solar panels. Alterations to fenestration. Rooflights. Fencing.	C1 – Heritage assets – conservation area C4 – character area	17 th July 2023: SDC Granted, 6 conditions.
23/01438/HOUSE Louise Cane	Belmont, The Vine	Alterations to fenestration and roof over existing side gym and study block	C1 – Heritage asset protection/vine conservation area C4 – character area	26 th July 2023: SDC Granted, 3 conditions.
23/01548/HOUSE Samuell Odell	59 St Johns Road	Conversion of garage into utility room and shower room. Alterations to fenestration.		28 th July 2023: SDC Granted, 3 conditions.
23/01569/FUL Ashley Bidwell	West Heath School, Ashgrove Road	Erection of timber and wire fencing and installing security signage to North-West of the site.	C1 – Character and protection of Conservation Areas and heritage assets (including AONB) C9 – Openness of the AONB Green Belt	10 th August 2023: SDC Granted, 2 conditions.
23/01714/HOUSE Samuel Odell	9 Grassy Lane	Rear single storey extension.	C4 – Character Area	11 th August 2023: SDC Granted, 3 conditions.
23/00875/CONVAR – Louise Cane	The Hardware Centre	Variation of condition 21/03585/LBCALT (Redevelopment of the site with the conversion of the existing rear store building to a dwelling and retention of the existing commercial floor space at 36 to 38 London Road. Associated works and alterations) as the plans and materials have been modified.	C1 – Conservation Areas and heritage assets (High Street Conservation Area)	11 th August 2023: SDC Granted, 4 conditions.

23/01629/LBCALT Louise Cane	Claridge House, 4 High Street	Structural repair and associated re-decoration or north-end extension.	C1 – Heritage Assets	15 th August 2023: SDC Granted, 3 conditions.
23/01595/LBCALT Louise Cane	29 High Street	Replacement of existing windows.	C1 – Heritage Assets	17 th August 2023: SDC Granted, 3 conditions.
23/01785/HOUSE Samuell Odell	27 Swaffield Road	New canopy roof to front elevation, replace existing garage door with a window and alterations to fenestration.	C4 – New development in residential areas & Residential Character Area Assessment	18 th August 2023: SDC Granted, 3 conditions.
23/01824/CONVAR Samantha Simmons	Little Hollow, Seal Hollow Road	Variation of condition 9 of 22/01174/FUL for Demolition of existing dwelling, garage, car port and pavilion and construction of new detached replacement dwelling. Creation of new driveway cross over, gates and front boundary wall. Associated landscaping with amendment to use slate roof tiles rather than plain clay tiles.	C1 – Conservation Areas and impact on character/appearance C4 – Character area	23 rd August 2023: SDC Granted, 10 conditions.
23/01518/FUL Samantha Simmons	Sunny Hatch, 91 Hitchen Hatch Lane	Demolition of existing building and erection of an apartment block containing 8 flats (7x2 bedroom and 1x 3 bedroom flats) with basement car park and associated cycle parking, refuse storage facilities and amenity areas.	L1 – 10% Biodiversity gain in new developments Note: SDC conditioned a schedule of biodiversity enhancements as per SP11 of Core Strategy, but not the STNP. L2 - SuDs – also conditioned in the permission, but not citing STNP. C4 – Character area L4 – Replacement of lost trees.	12 th September 2-23: SDC Granted 12 conditions.
23/01412/FUL Louise Cane	West Heath School, Ashgrove Road	Widening and re-surfacing of the existing and temporary access roads within the site with the relocation of entry/exit	L1 – 10% Biodiversity gain in new developments	12 th September 2023: SDC Granted, 10 conditions.

		barriers, associated intercoms and ANPR controls with associated landscaping and improvements, installation of timber bollards and low-level lighting to the perimeter of the driveway, 18 no. new parking spaces to be provided, including 5no. EV charging points.	Note: SDC conditioned a various protections/enhancements to biodiversity, as this is located in a biodiversity opportunity area. A biodiversity impact report was also conditioned, including details of how development will offset loss/enhance biodiversity, but didn't cite L1 or require a % gain.	
23/01611/HOUSE Stephanie Payne	18 Dartford Road	Demolition of the existing garage and construction of a single storey rear extension and attached replacement garage, internal alterations and reinstatement of the original chimney stacks.	C1 – Conservation Areas and heritage assets	15 th September 2023: SDC Granted, 3 conditions.
23/01987/HOUSE Samantha Simmons	Great Oaks, Ash Platt Road	Detached gym; repositioning on site.	C4 – Character area	19 th September: SDC Granted, 3 conditions.
23/02090/HOUSE Samuell Odell	51 Hillingdon Avenue	Single storey rear extension. Part single storey front extension. New canopy. Removal of chimney. Internal alterations. Alterations to fenestration. Rooflights.	C4 – Character area	22 nd September 2023: SDC Granted, 3 conditions.
23/02222/HOUSE Samuell Odell	12 Hurst Way	Part single storey part two storey rear and side extensions.	C4 – Character Area	26 th September 2023: SDC Granted, 3 conditions.
23/02025/MMA Stephanie Payne	Hardres Lodge, 56 Oakhill Road	Amendment to 21/02025/MMA – amendment to the position of the garage on plot 2 to change from detached to adjoining.	L1 – Biodiversity (based on Officer citing Core Strategy SP11) C1 – Heritage Asset	29 th September 2023: SDC Granted, 9 conditions.

23/01289/CONVAR Sean Mitchell	Little Wood, Woodland Rise	Variation of condition 2, 5, 6 and 7 of 21/01681/FUL for Demolition of existing dwellinghouse and garage and replacement with new dwellinghouse, garage and associated landscaping with amendment to approved drawings, electrical vehicle charging point, ecological enhancement and tree protection measures	L1 – Biodiversity C1 – Heritage Assets and conservation areas	3 rd October 2023: SDC Granted, 9 conditions.
23/02347/HOUSE Samuel Odell	9 Shenden Way	Demolition of existing conservatory and erection of new replacement extension and alterations. Installation of new roof lights. Enlargement of parking area.	C1 – Heritage Assets and Conservation Areas C4 – Character Area	12 th October 2023: SDC Granted, 3 conditions.
23/02272/HOUSE Samuel Odell	Holly Cottage, Blackhall Lane	Single storey side extension.	C1 – Heritage Assets	13 th October 2023: SDC Granted, 4 conditions.
23/02679/LBCALT Summer Aucoin	5 Pound Lane	Proposed infill rear extension. Alterations to existing steps. Internal alterations. Alterations to fenestration. Rooflights.	C1 – Heritage Assets	9 th November 2023: SDC Granted, 3 conditions.
23/02795/HOUSE Stephanie Payne	21 Oak Warren	Single storey rear extension with rooflight. New rooflights added to existing roof. Alteration to fenestration. Erection of a retaining wall to the rear of the garden.	C4 – Impact on the character of the area L1 – Biodiversity Net Gain – condition requested by KCC Ecology and provided, STNP Policy L1 OMITTED	15 th November 2023: SDC Granted, 4 conditions.
23/02174/HOUSE Samuel Odell	22 Oakdene Road	Erection of a garden office.	C4 – Impact on the character of the area	
KCC/SE/0058/2023 James Bickle	Greatness Quarry, Bat and Ball Road	Section 73 application to vary conditions 1 (to allow an additional 8 months to complete the approved restoration of the landfill (i.e., by 31 December 2023)) and 8(h) (to update the	L2 – Surface water	31 st August 2023: KCC Granted, 24 conditions.

		timing of works required by the approved Ecological Mitigation Scheme Prescriptions to reflect the amended operational period) of planning permission SE/22/2322		
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Appeals decided by a Planning Inspector – with no reference to the STNP

SDC Planning and Appeal Portal References, Appeal Reference, Number Inspector name	Address	Proposal description	Potential policies & issues which could have been relevant (deduced either from site constraints or other policies cited by the Inspector)	Inspector Decision
22/01278/FUL 22/00081/COND APP/G2245/W/22/3305610 B Phillips	Halfway House, London Road	Erection of a covered outdoor seating area.	Sustainable economic development	Appeal Dismissed: 7th June 2023
22/01851/CONVAR 22/00105/RFP LN APP/G2245/W/22/3310046 B Phillips	Little Oak End, High Street	Removal of condition 4 of 22/00419/FUL for proposed change of use of outbuilding to holiday accommodation to allow for longer term letting.		Appeal Dismissed: 8th June 2023
21/03402/FUL 22/00072/RFP LN APP/G2245/W/22/3304067 Robin Buchanan	Land east of 168 St Johns Hill	Erection of part 3/part 4 storey building containing 8 flats as affordable housing (5 x 1 Bedroom and 3 x 2 Bedroom Flats) with associated cycle/refuse storage.	Air Quality Locally listed building Under-utilised sites	Appeal Dismissed: 19th June 2023
21/02502/PAC 22/00025/RFPAPD APP/G2245/W/22/3294524 E Dade	160 London Road	Prior approval for a change of use from Offices (Class B1 (a)) to Dwellinghouses (Class C3). This application is made under Class O of The Town and Country Planning (General Permitted Development) (England) Order 2015.	Heritage Asset and Conservation Area	Appeal Allowed: 3rd July 2023

<p>22/01849/FUL 23/00017/RFPLN</p> <p>APP/G2245/W/23/3316684 H Miles</p>	<p>150 High Street</p>	<p>Refurbishment of existing building, conversion of first and second floor to residential, demolition of rear extension with replacement new build residential extension with ancillary refuse and cycle store, additional storey for residential use</p>	<p>Conservation Area Character and appearance Heritage Assets</p>	<p>Appeal Dismissed: 18th September 2023</p>
<p>22/00613/FUL 22/00101/RFPLN</p> <p>APP/G2245/W/3309358 J Pearce</p>	<p>73 Bradbourne Vale Road</p>	<p>Proposed replacement detached dwelling with associated garage, parking and landscaping. New outbuilding.</p>	<p>Character and appearance (found to be in accordance with surroundings)</p>	<p>Appeal Allowed: 26th September 2023</p>
<p>22/01946/FUL 22/0001/RFPLN</p> <p>APP/G2245/W/23/3314396 J Pearce</p>	<p>114 High Street</p>	<p>Conversion of former office space to become a domestic apartment at first floor level.</p>	<p>Conservation Area</p>	<p>Appeal Dismissed: 2nd October 2023</p>
<p>22/03096/HOUSE 23/00024/RFPLN</p> <p>APP/G2245/W/23/3317642 J Bowyer</p> <p>AND 22/03097/LBCALT 23/00025/RFLBC</p> <p>APP/G2245/Y/23/3317646 J Bowyer</p>	<p>The Old Vicarage, High Street</p>	<p>Rear extension with internal and external alterations.</p>	<p>Conservation Area Character and appearance Heritage Assets</p>	<p>Appeals Dismissed 23rd October 2023</p>

Observations and trends:

- The part of Policy L1 which pertains to the establishing of ecological networks as part of biodiversity net gain was intended to include requirement of hedgehog holes in new fences. It has not been successful in this, despite being directly recommended and requested by the Planning Committee (despite the above bullet point). Two examples below:
 - 1 – STC requested that the chain-link fence proposed in 23/01282/HOUSE, be made permeable to local wildlife as per STNP Policy L1. Despite STC flagging up the policy specifically in its recommendation, it was not considered to be a relevant planning policy by the Planning Officer in her report, and no such condition was imposed in the Decision Notice. She cited the following as to why: *“Both the Tree and Conservation Officers were satisfied with the proposals and had no objections to the scheme. Policy L1 refers to Biodiversity Net Gain and new planting and landscapes which is not relevant to the scheme based on the proposal. Nonetheless, no existing planting is set for removal and the fencing allows for views of the vegetation and biodiversity to move through being visually and physically permeable.”*
 - 2 – 23/01075/HOUSE was not found applicable for the proposed fence to be porous to wildlife (L1) as recommended by the Planning Committee. The Planning Officer gave the following justification: *“The proposal only replaces as existing modest length of fencing to a ragstone wall. The remaining fencing will be retained and no new fencing is proposed and therefore the Sevenoaks Town Council comments do not apply”*
 - 3 – 23/01980/HOUSE proposed a replacement boundary fence, which STC requested be made permeable to wildlife. The condition was not imposed however on the following ground:
“Given the scale of the development, and the wording of policy L1 (where possible), it would be unreasonable to include a condition requiring the fencing to be permeable to allow wildlife through.”
The Planning Committee has requested if possible for the Case Officers to give this particular aspect of the Policy L1 greater consideration/weight. Is this possible, or if not is there a way that we can strengthen the Policy on review?
- MMA applications are more likely to not consider the STNP in the Officer Report. DETAIL and other such applications which STC is not consulted on/does not receive notification about have not been included in my record of SDC decisions, as I have been using Decision notification letters to inform it.
This is an omission I hadn’t previously considered. Would the STNP be considered in DETAIL applications? And if so, are there any other class of application you can think of which I may need to add to the record, for consistency?
- The STNP is not considered universally against every application, and sometimes not when it potentially could have been relevant – example below:
The STNP wasn’t considered in the Officer’s report for 23/01438/HOUSE – Belmont, The Vine, which is a locally listed asset located within the Vine Conservation Area. It was measured against SDC policies for heritage asset protection and the Conservation Area Appraisal and found to comply with them, so in this case it would have complied with the STNP as well, but in other planning applications, the Officer has considered all relevant policies which protect the asset.

- A second example: 56 The Drive had a section which considered impact on a heritage asset in the officer report, but didn't consider Policy C1.
Is there a reason for this i.e. a set of criteria for applicability which I am not aware of?
- Decision Notices for Refusal appear to consistently cite the STNP to support the grounds for refusal, whereas no instances appear to have occurred where a STNP policy is used to support a condition being placed on a grant of approval. The latter occurs even when the Officer has considered STNP policies to be relevant in their decision making. It is not uncommon for 2 SDC policies to be cited when supporting a condition – e.g. to protect the character or amenity, however no instances have occurred where an STNP policy was cited.
Could citing of the STNP in Decision Notices be encouraged at all, or is there a reason that I am not aware of as to why they aren't cited in permissions for development?
- Noting a particularly surprising instance regarding the above, when the Officer's Report noted that a policy supports a condition that they recommend be imposed on the Decision Notice for 23/00585/FUL regarding flood risk. The Decision Notice cited 2 policies which supported the condition, but not the STNP policy.
- Potentially disappointing in terms of deliverability of STNP Policy L1 (Biodiversity net gain), is the Case Officer being unable to cite the 10% net gain when recommending a biodiversity enhancement condition to the permission of 23/01518/FUL. This is a new development larger than the footprint of the previous dwelling which is to be demolished, with loss of trees. Clarification as to why it was not considered relevant, nor any of the STNP policies e.g. L4 which requires lost trees to be replaced, was sought, with the following response provided:
"Yes in this instance, we did consider it but as the site has an existing permission that has already commenced, and they can already build out this permission without consideration of LT1, we felt it would be unreasonable under the tests of the NPPF to impose a condition on the scheme. Had this been a new scheme that was not already commenced on site, we would have reviewed the opportunity for biodiversity net gain and condition wording with LT1 in mind."
Is there a way this policy could be strengthened when it comes time to review the STNP in 5 years?
- Similarly, various conditions are put on the planning permission for 23/01412/FUL, which is located in a biodiversity opportunity area, including an impact report on how losses will be mitigated and gains provided. No % was required and the Officer report did not acknowledge applicability of any STNP policies.
- STC's comments rarely cite the STNP policies to support its recommendation, although it is just as unlikely to cite a SDC policy either.
I have made a SDC and STNP policy reference sheet for Cllrs, and hopefully this can practice can be further encouraged by Planning Committee training which we are looking into providing. If we could arrange a training session with Aaron Hill, that would also be extremely helpful.