

Minutes of the PLANNING COMMITTEE meeting held on Tuesday 3<sup>rd</sup> May 2022 at 7:00pm at Town Council Chambers, available to view on YouTube: <https://youtu.be/AvTnYnlm5-M>

**Present:**

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**Committee Members**

Cllr Bonin	<b>Present</b>	Cllr Michaelides	<b>Present</b>
Cllr Busvine OBE	<b>Present</b>	Cllr Morris Brown	<b>Apologies</b>
Cllr Camp – <b>Vice Chairman</b>	<b>Apologies</b>	Cllr Mrs Parry	<b>Apologies</b>
Cllr Dr Canet - Mayor	<b>Present</b>	Cllr Parry	<b>Present</b>
Cllr Clayton	<b>Present</b>	Cllr Piper	<b>Apologies</b>
Cllr Eyre	<b>Present</b>	Cllr Raikes - <b>Chairman</b>	<b>Present</b>
Cllr Granville-Baxter	<b>Present</b>	Cllr Shea	<b>Present - Arrived at 7:10pm, left at 7:21pm</b>
Cllr Hogarth	<b>Present</b>		

**Also in attendance:**

Deputy Town Clerk

Planning Committee Clerk

**PUBLIC QUESTION TIME**

None.

49 **REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

50 **DECLARATIONS OF INTEREST**

None.

51 **DECLARATIONS OF LOBBYING**

None.

52 **MINUTES**

The Committee received the MINUTES of the Planning Committee Meeting held 19<sup>th</sup> April 2022.

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

53 **COVID-19: PLANNING COMMITTEE ARRANGEMENTS**

a) It was noted that meetings had commenced face-to-face following the lifting of public health restrictions on 19<sup>th</sup> January 2022, to be live streamed on Youtube.

b) It was noted that all arrangements were subject to review.

- 54 CONSULTATION INVITE TO STAKEHOLDER MEETING TO INFORM SDC'S EMERGING LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP)  
Cllrs noted that Sustrans would be hosting a stakeholder engagement meeting on 4<sup>th</sup> May 2022 between 10am to 12pm. This on behalf of SDC's Emerging LCWIP to provide insight on the existing barriers to active travel in Sevenoaks.
- 55 SEVENOAKS TOWN COUNCIL'S SPEED INDICATOR DEVICE PUBLIC CONSULTATION  
a) The Planning Committee received and noted a report of all responses received during STC's Public Consultation on its proposed locations for a SID.  
  
b) The Councillors also received a copy of draft responses to all comments received during the public consultation. It was **RESOLVED** that these be approved and published online.  
  
c) Councillors discussed comments suggesting alternative locations. It was **RESOLVED** that these comments in particular be highlighted to KCC and the implementation of any of these changes be left to the discretion of the KCC Officer as the most informed party.  
  
d) Cllrs congratulated the Committee Clerk for her work on this project and achieving such a high response rate.
- 56 REVIEW OF HUGOFOX PLANNING APPLICATION TRACKER SUBSCRIPTION  
a) The Committee received a report detailing the number of website visits for STC's Planning Application Tracker, provided by HugoFox.  
  
b) It was noted that the service is particularly useful for members of the public wishing to find out what applications have been made in their area without necessarily having been notified or provided the first line of address or reference number. It was therefore **RESOLVED** that the service be continued at the cost of £10 per month.
- 57 NOTICE OF TEMPORARY ROAD CLOSURE ORDER FROM SDC  
Councillors noted that West End, Kemsing will be closed between 12 noon and 1.15pm on Saturday 18<sup>th</sup> June 2022, in connection with a village fete parade.
- 58 LICENSING HEARING REGARDING THE SALE AND CONSUMPTION OF ALCOHOL AT LIME TREE WORKSHOP – TO BE HELD ON 9<sup>TH</sup> MAY 2022  
Councillors noted that SDC's Licensing Sub Committee will be considering the below application on 9<sup>th</sup> May 2022. It was also noted that STC could not make comment as the consultation period for this application had closed.

59 STREET NAMING AND NUMBERING NOTIFICATION – SITE OF SUMMERHILL, SEAL HOLLOW ROAD

Councillors noted that the two sites at Summerhill, Seal Hollow Road, had been renamed as Summerhill (referencing plot one) and Siglap Hill (plot two).

60 DEVELOPMENT CONTROL COMMITTEE

Councillors noted that the below application was discussed by the Development Control Committee on 28<sup>th</sup> April 2022, and that no Town Ward Cllr had been registered to speak on behalf of Sevenoaks Town Council. This due to the Town Ward Cllrs having been satisfied that the Planning Officer's report adequately addressed STC's concerns regarding conservation and parking.

- 22/00072/HOUSE – 43 The Drive

61 SEVENOAKS TOWN COUNCIL'S DRAFT NEIGHBOURHOOD PLAN

a) The Planning Committee Clerk noted that she had misunderstood there to be an additional 5 week consultation required after the completion of the Final Strategic Environmental Report that was previously received and approved by the Planning Committee.

b) It was therefore noted that the next steps for the NDP were for STC to prepare the submission documents and sign off the Final Draft by the Steering Committee and Planning Committee. It was also noted that STC Officers had arranged to meet with SDC Officers regarding the Steering Committee and Planning Committees' proposed appendix detailing design quantum, and that both Committees would be advised of the outcomes in due course.

62 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 25<sup>th</sup> April 2022. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

63 PRESS RELEASES

It was **RESOLVED** that a Press Release be issued announcing the outcomes of Sevenoaks Town Council's Public Consultation on its proposals for three Speed Indicator Device Locations. This to include thanks to all those that responded and provided valuable and constructive comments, as well as a link to the approved document detailing Sevenoaks Town Council's responses to each comment.

There being no further business the Chairman closed the meeting at 7:37pm.

Signed .....  
Chairman

Dated .....

# Planning Applications Considered

Applications considered on 3-5-22

<b>1</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	21/04179/FUL	Anna Horn 11-05-2022	Cllr Bonin	Mr Jorge Conde Valverde
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
XPS Self Invested Pensions		Barclays	80 High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				19/04/22

**21/04179/FUL - Amended plan**  
**Partial conversion of commercial building (use class E(c)(i)) to provide 6no self contained flats and 1no commercial unit (use class E) including extension and internal works.**

**A summary of the main changes are set out below:**  
**Amendments have been received from the applicant. The changes include revisions to the proposed materials following comments from the Conservation Officer and an alteration to the rear elevation, including a canopy feature and ramp for the rear access.**

*Comment*

**Sevenoaks Town Council recommended refusal unless:**  
**The Conservation Officer is satisfied that their concerns regarding height, bulk, roof design and materials have been adequately addressed.**  
**The Planning Officer is satisfied that their concerns of the previous application 21/01757/FUL, regarding mass, size, bulk, light, outlook and privacy have been adequately addressed.**  
**The Planning Officer is satisfied that the use of a large section of the historic ground floor frontage of the High Street for residential access and stairs preserves or enhances the character, appearance or significance of the Conservation Area.**

<b>2</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	22/00170/CONVAR	Charlotte Brooks-Lawrie 17/05/2022	Cllr Eyre	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr M Craig		Hurstwood	Hopgarden Lane	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				26/04/22

**22/00170/CONVAR - Amended plan**  
**Variation of condition 4 (tree protection) of 20/01294/HOUSE with amendments to tree protection to allow excavation before submitting details.**

**A summary of the main changes are set out below:**  
**The applicant has submitted additional information regarding the application to vary the conditions.**

*Comment*

**Sevenoaks Town Council recommended approval.**

<b>3</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	22/00623/HOUSE	Anna Horn 14/05/2022	Cllr Parry	Wyatt Glass Architects 01753 899400
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Cleaver		Grantley House	40 Oakhill Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				22/04/22

**First floor extension with alterations to roof.**

*Comment*

**Sevenoaks Town Council recommended approval.**

# Planning Applications Considered

Applications considered on 3-5-22

<b>4</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	22/00857/FUL	Charlotte Brooks-Lawrie 06/05/2022	Cllr Busvine	
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Sevenoaks Town Council		Knole Paddock and Raleys Field	Plymouth Drive	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				12/04/22
<b>Construction of two lane cricket practice nets consisting of batting and bowling ends with surrounding surfacing.</b>				

*Comment*

**Sevenoaks Town Council did not provide comment, being the applicant of this application.**

<b>5</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	22/00934/HOUSE	Joshua Ogunleye 06/05/2022	Cllr Camp	Mr Nathan Burr 01732 740000
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Gough			9 Vine Avenue	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				12/04/22
<b>Two storey front and rear extension, second storey side extension and porch. Alterations to fenestration.</b>				

*Comment*

**Sevenoaks Town Council recommended approval, providing the Planning Officer is satisfied that there will be no overlooking or loss of amenity for the adjacent neighbours either side from the new first floor rear window, and providing that the new bathroom window in the side elevation is to be obscure glazed.**

<b>6</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	22/00942/HOUSE	Charlotte Brooks-Lawrie 06/05/2022	Cllr Morris Brown	Mr David Burr 01732742200
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr P Brown			95 Seal Hollow Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				12/04/22
<b>To demolish the conservatory and erect a part two storey part single storey rear extension with roof lights. Raise the main ridge line and construct a crown top roof to form loft accommodation with roof lights. Infil front porch. Alterations to fenestration.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

# Planning Applications Considered

Applications considered on 3-5-22

<b>7</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	22/00971/HOUSE	Charlotte Brooks-Lawrie 07/05/2022	Cllr Shea	Glyn Doughty 01959 5627 22
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs B Mahdavi			9 Westwood Way	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				13/04/22
<b>Part two storey and part first floor front extension with dormers. First floor single storey side extension. Two storey rear extension. Widening of existing vehicular crossover. Alterations to fenestration.</b>				

*Comment*

**Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that there is no loss of amenity to neighbours in 7 Westwood Way or in the Meadway and that the Residential Area Character Assessment is respected, particularly in terms of building lines, material palettes and roof profile.**

<b>8</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	22/00972/HOUSE	Stephanie Payne 17/05/2022	Cllr Granville-Baxter	Miss Taylor Holdstock 01 50000442
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr R Maggs			21 Grove Road	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				25/04/22
<b>Proposed single storey rear extension.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

<b>9</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	22/01018/HOUSE	Stephanie Payne 13/05/2022	Cllr Hogarth	Wyatt Glass Architects 01 792 822422
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr P Vince			2 Merlewood	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				21/04/22
<b>Two storey rear, single storey side and first floor front extensions.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

# Planning Applications Considered

Applications considered on 3-5-22

<b>10</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	22/01037/FUL	Ashley Bidwell 17/05/2022	Cllr Parry	Mr James Woodgate 018 88524455
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr S Ingram		The Lodge	Ashgrove Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				25/04/22
<b>Change of use from residential dwelling (C3) to education (D1).</b>				

*Comment*

**Sevenoaks Town Council recommended approval, providing the Planning Officer, Conservation Officer and Health and Safety Officer are satisfied that the proposals and infrastructure facilities are in accordance with relevant standards and regulations.**

**INFORMATIVE:**  
**Sevenoaks Town Council hopes that the plans are in line with current Health and Safety standards for educational facilities.**