

**Minutes of the meeting of the Planning & Environment Committee**  
**Held on Tuesday 22 April 2025 at 7pm in the Council Chamber, Town Council Offices, TN13**  
**3QG**

Livestreamed and available to view on YouTube until approved by Council:

<https://youtube.com/live/YxBjI3PrdeM>

Meeting commenced: 19:00

Meeting Concluded: 19:59

**Present:**

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**Committee Members**

Quorum minimum of six members

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

**Also in attendance:**

Town Clerk

Planning Committee Clerk

1 Members of the Public

**PUBLIC QUESTION TIME**

None.

**46 - APOLOGIES FOR ABSENCE**

As above.

**47 - REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

**48 - DECLARATIONS OF INTEREST**

None.

**49 - MINUTES**

a) The Committee received the MINUTES of the Planning Committee Meeting held 7<sup>th</sup> April 2025.

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

b) The Committee received and noted the minutes from the STNP / Masterplan Working Group held on 7th April 2025.

#### **50 - KENT COUNTY COUNCIL - ADOPTION OF KENT MINERALS AND WASTE LOCAL PLAN 2024-39**

The Committee received notice that Kent County Council has adopted its Kent Minerals and Waste Local Plan 2024-39, as amended by a number of Main Modifications recommended by the Inspector at its September 2024 independent examination. It was noted that full details, including the Post Adoption Statement and tracked changes version may be found via the following link:

<https://www.kent.gov.uk/about-the-council/strategies-and-policies/service-specific-policies/economic-regeneration-and-planning-policies/planning-policies/minerals-and-waste-planning-policy/kent-minerals-and-waste-local-plan-2024-to-2039>

#### **51 - SEVENOAKS DISTRICT COUNCIL - TARGETED CALL FOR SITES**

a) The Committee received notice that Sevenoaks District Council has launched a targeted 'call for sites', to allow landowners and site promoters to propose potential sites which may be suitable for housing, employment or other use-allocation within the Emerging Local Plan. Sites for submission must be within one of the following three categories:

- Urban sites (within existing settlement boundaries
- Previously Developed Land (PDL) / 'brownfield' land
- Potential greenfield 'grey belt' land

b) Councillors discussed whether the Town Council should submit any sites, with it noted that further discussions about potential future sites, including the District Council Offices, would be part of the Masterplanning process.

c) It was agreed that Sevenoaks Town Council should monitor the outcome of the call for sites, as the new defining of "grey belt" and reduction of Green Belt protections could introduce new potential development sites which have not been considered before. Councillors requested clarification as to the full definition of "grey belt" and it was agreed that this be researched and circulated to members.

## 52 - STREET NAMING AND NUMBERING - NOTIFICATIONS OF NEW ADDRESSES

- a) The Committee received notice that the name of "2 Ormiston, Brittain's Lane" has been amended to "Morningside, Brittain's Lane".
- b) The Committee received notice and plans for a dwelling which has been created via the splitting of 75 Bradbourne Park Road into two buildings. The larger portion will be renamed 'St Valerie, 75 Bradbourne Park Road', while the smaller portion to the south will be named 'Norton House, 75A Bradbourne Park Road'.
- c) Councillors received and noted copy of correspondence between the Town Council and Sevenoaks District Council, in regards to the Planning & Environment Committee's request that the Royal Oak Hotel's prominent name be re-instated, following notification that it has been renamed Hanover House as part of its conversion to 6 flats. Councillors echoed their strong disapproval of the decision and its justification, and it was **RESOLVED** that the Town Council write to the District Council again, reiterating its stance and request for the decision to be revoked.

## 53 - DECISION NOTICES ON PLANNING APPLICATIONS COMMENTED ON BY SEVENOAKS TOWN COUNCIL

The Committee received and noted details within the report, which notified of decisions made by Sevenoaks District Council on applications considered by Sevenoaks Town Council's Planning & Environment Committee, received during the two weeks ending 11th April 2025.

## 54 - PLANNING APPLICATIONS

- a) The meeting was adjourned to allow members of the public to speak for three minutes on the following applications, by prior agreement.

- **[Plan no. 5] 25/ Woodfield, Oak Lane (FOR)**

- b) The Committee considered planning applications received during the two weeks ending 11th April 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

## 55 - PRESS RELEASES

None.

There being no further business the Chair closed the Meeting.

Signed .....  
Chair

Dated .....

Footnote:

In accordance with Sevenoaks Town Council's Standing Order 13 and under Section 33 of the Localist Act 2011, the following Town Councillors have been granted a Dispensation as a dual hatted Councillor of both Sevenoaks Town Council and Sevenoaks District Council, to allow them to discuss and vote on matters where the only reason they would otherwise be prevented from taking part in discussion and voting is due to their membership of Sevenoaks District Council i.e. it does not permit Councillors to take part in discussion and voting automatically if they have a declaration of pecuniary interest unrelated to their membership of Sevenoaks District Council. This dispensation is valid until the next Town Council Election in May 2027, as per Minute number 241 resolved at the Town Council meeting on 24th July 2023:

- |                           |                      |
|---------------------------|----------------------|
| • Cllr Sue Camp           | • Cllr Claire Shea   |
| • Cllr Tony Clayton       | • Cllr David Skinner |
| • Cllr Victoria Granville | • Cllr Nick Varley   |
| • Cllr Chloe Gustard      |                      |

# Planning Applications Considered

Applications considered on 22-4-25

<b>1</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/03427/FUL	Nicola Furlonger 24/04/2025	Cllr Shea	David Lock Associates
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Tarmac Trading Ltd	Former Oast, Sevenoaks Quarr	Bat and Ball Road	Northern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			01/04/25	

## 24/03427/FUL - Amended plan

**Restoration works to the Oast House, including, replacement and repair of walls, windows, guttering and roof, internal renovations and associated restoration operations.**

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

**Revised Restoration Management Plan and Bat Surveys.**

### Comment

**Sevenoaks Town Council reiterated its previous response as per the below:**

**Sevenoaks Town Council did not provide comment, due to it having a registered interest in becoming the owner and operator of the Oast House. It did, however, reiterate the recommendation from the Sevenoaks Town Neighbourhood Plan, which envisages the Oast House being integrated into the development and brought back into active use for the benefit of the local community.**

<b>2</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00625/LBCALT	Samantha Yates 26/04/2025	Cllr Granville	N/A
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Deckhouse Sevenoaks Limited		44 London Road	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			03/04/25	

**Alterations to modern arched canopy over walkway to main entrance.**

### Comment

**Sevenoaks Town Council recommended approval, provided the Conservation Officer is satisfied with the Design, Access and Heritage statement.**

<b>3</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00652/HOUSE	Stephanie Payne 26/04/2025	Cllr Clayton	N/A
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr S Tomkins		1 Pinewood Avenue	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			03/04/25	

**Demolish garage and outbuildings. New garage with rooflights, solar panels, and electric vehicle charging points, new shed. Associated changes to landscaping.**

### Comment

**Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that that no adverse impact would be caused on No. 3, or other neighbours, and that there will be no habitable rooms in the new / refurbished structures.**

**The Town Council further advised that, should there be any indication that any of the structures could be used as dwellings, and not inured to the main house at No. 1 Pinewood Avenue, the Town Council would recommend refusal.**

# Planning Applications Considered

Applications considered on 22-4-25

4	Plan Number	Planning officer	Town Councillor	Agent
	25/00704/HOUSE	Christopher Park 24/04/2025	Cllr Skinner	Crofton Design Services Ltd
Applicant		House Name	Road	Locality
Mr & Mrs Friend		Cogara	22 Vine Avenue	St Johns
Town		County	Post Code	Application date
				01/04/25
Demolition of existing store room and loggia and construction of a single storey rear extension, garage conversion, part front extension with new open porch. Loft conversion with side and rear dormers. Alteration to fenestration and rooflights. Relocate manholes, alterations to path and elevation changes.				

## Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer's confirmation that the new windows would not create difficulties for residents in No. 24, and subject to a condition for the windows to be opaque should this not be the case.

5	Plan Number	Planning officer	Town Councillor	Agent
	25/00723/HOUSE	Christopher Park 27/04/2025	Cllr Daniell	N/A
Applicant		House Name	Road	Locality
Mr N Wheeler		Woodfield	Oak Lane	Kippington
Town		County	Post Code	Application date
				04/04/25
Two-storey rear extension, new front porch, and changes to fenestration.				

## Comment

Sevenoaks Town Council recommended approval, provided the Tree Officer is satisfied with the tree protections.

6	Plan Number	Planning officer	Town Councillor	Agent
	25/00724/HOUSE	Summer Aucoin 30/04/2025	Cllr Daniell	OPEN Architecture
Applicant		House Name	Road	Locality
S&M Tinkler			26 Garth Road	Kippington
Town		County	Post Code	Application date
				07/04/25
First floor side extension, part garage conversion and loft conversion with velux windows front and rear, alterations to fenestration together with landscape alterations to enable an in/out driveway with gates.				

## Comment

Sevenoaks Town Council recommended approval.

# Planning Applications Considered

Applications considered on 22-4-25

<b>7</b>	<b>Plan Number</b> 25/00735/LBCALT	<b>Planning officer</b> Abbey Aslett 30/04/2025	<b>Town Councillor</b> Cllr Michaelides	<b>Agent</b> Robinson Escott Planning
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr Ginzler			44 High Street	Town
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				07/04/25
<b>Removal of 2no. UPVC windows; installation of 2no. double-glazed timber windows.</b>				

## Comment

**Proposed by Cllr Granville, with Cllr Michaelides' apologies:**

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

<b>8</b>	<b>Plan Number</b> 25/00783/HOUSE	<b>Planning officer</b> Summer Aucoin 30/04/2025	<b>Town Councillor</b> Cllr Gustard	<b>Agent</b> MB Design and Architectu
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr J Cox		Edenhurst Cottage	52 Oakhill Road	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				07/04/25
<b>Demolition the existing conservatory and construction a single storey rear extension with lantern rooflight.</b>				

## Comment

**Sevenoaks Town Council recommended approval.**

<b>9</b>	<b>Plan Number</b> 25/00805/HOUSE	<b>Planning officer</b> Abbey Aslett 03/05/2025	<b>Town Councillor</b> Cllr Wightman	<b>Agent</b> Harringtons 2006
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr R Lingard		Cranes End	Wildernes Avenue	Wildernes
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				10/04/25
<b>To demolish the conservatory and erect a single storey extension. Alteration to fenestration. Rooflights</b>				

## Comment

**Sevenoaks Town Council recommended approval.**

<b>10</b>	<b>Plan Number</b> 25/00831/HOUSE	<b>Planning officer</b> Summer Aucoin 03/05/2025	<b>Town Councillor</b> Cllr Granville	<b>Agent</b> Harringtons 2006
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr Wdwards		1 Waterworks Villa	Oak Lane	Town
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				10/04/25
<b>Replacement crown roof with a hipped pitched roof</b>				

## Comment

**Sevenoaks Town Council recommended approval subject to the Planning Officer being satisfied with the materials.**

# Planning Applications Considered

Applications considered on 22-4-25

<b>11</b>	<i>Plan Number</i> <b>25/00846/HOUSE</b>	<i>Planning officer</i> Danielle Durham 02/05/2025	<i>Town Councillor</i> Cllr Gustard	<i>Agent</i> Js Designs (london) Limit
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mrs S Spiers		52 The Rise	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			09/04/25	
<b>Two-storey side extension. Single-storey garage extension to front. Alterations to fenestration. Associated changes to landscaping.</b>				

## Comment

**Sevenoaks Town Council recommended approval subject to Planning Officer being satisfied that there is no loss of amenity to neighbours.**

<b>12</b>	<i>Plan Number</i> <b>25/00852/HOUSE</b>	<i>Planning officer</i> Summer Aucoin 02/05/2025	<i>Town Councillor</i> Cllr Ancrum	<i>Agent</i> Harringtons 2006
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr S Walder	Pippins	36 Wildernesse Mount	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			09/04/25	
<b>Extend roof ridge, install new dormer, and enlarge existing dormer. Remove chimneys. Demolish rear conservatory and replace with single-storey extension. Changes to fenestration.</b>				

## Comment

**Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that the design and materials are in keeping with the style of the road in accordance with the Sevenoaks Town Neighbourhood Plan.**

## Informative:

**The Town Council requested that, when appraising the impact of the new windows, the Planning Officer consider the future residents of the approved development at the Land East of 34 & 36 Wildernesse Mount.**

<b>13</b>	<i>Plan Number</i> <b>25/00853/HOUSE</b>	<i>Planning officer</i> Summer Aucoin 02/05/2025	<i>Town Councillor</i> Cllr Ancrum	<i>Agent</i> Harringtons 2006
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr G Lloyd		34 Wildernesse Mount	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			09/04/25	
<b>Extend roof ridge and install new dormer. Demolish rear extension. Changes to fenestration.</b>				

## Comment

**Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that the design and materials are in keeping with the style of the road in accordance with the Sevenoaks Town Neighbourhood Plan.**



# Planning Applications Considered

Applications considered on 22-4-25

<b>14</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00873/HOUSE	Christopher Park 03/05/2025	Cllr Daniell	Harringtons 2006
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr P Niven		Homefield	93 Oakhill Road	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				10/04/25
<b>To install two flexible flat roof sun tunnels with black finish into the lead flat roof over the second floor landing area.</b>				

## Comment

**Sevenoaks Town Council recommended approval provided the Conservation Officer is satisfied there is no adverse effect to the character of the building and street scene.**

<b>15</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00875/HOUSE	Summer Aucoin 04/05/2025	Cllr O'Hara	Incalmo Architects Limite
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr D Fuller			168 Seal Road	Northern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				11/04/25
<b>Erection of a new Front Porch</b>				

## Comment

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

<b>16</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00884/HOUSE	Abbey Aslett 01/05/2025	Cllr Dr Dixon	Harringtons 2006
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Osinibi		Montague House	6 Hitchen Hatch Place	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				08/04/25
<b>Alteration to fenestration to side elevation.</b>				

## Comment

**Sevenoaks Town Council recommended approval.**

## Informative:

**The Town Councillors expressed their surprise that this proposal merited a planning application.**

# Planning Applications Considered

Applications considered on 22-4-25

<b>17</b>	<b>Plan Number</b> 25/00885/HOUSE	<b>Planning officer</b> Stephanie Payne 04/05/2025	<b>Town Councillor</b> Cllr Gustard	<b>Agent</b> Offset Architects
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Dr & Mrs Gardner			7 The Rise	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				11/04/25
<b>Construction of front entrance porch, Demolition of carport and construction of single storey side extension with rooflights. Part one/two storey rear extension with Juliet balcony and rooflight. Solar panels to southern roof slope and rooflights to bathrooms and alterations of existing windows.</b>				

## Comment

Sevenoaks Town Council recommended approval subject to Planning Officer being satisfied there is no loss of amenity or privacy to neighbours, particularly from the balcony.

<b>18</b>	<b>Plan Number</b> 25/00890/HOUSE	<b>Planning officer</b> Summer Aucoin 04/05/2025	<b>Town Councillor</b> Cllr Dr Canet	<b>Agent</b> CJ Harding Design
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mrs A Farooq			27 Bosville Road	Northern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				11/04/25
<b>Loft conversion with dormer extension, juliet balconies, and roof lantern. Demolish existing conservatory, to be replaced by single-storey rear extension with roof lantern. Demolish and replace front porch. Alterations to fenestration. Demolish existing garage and replace with new garage.</b>				

## Comment

Sevenoaks Town Council recommended approval.

<b>19</b>	<b>Plan Number</b> 25/00934/MMA	<b>Planning officer</b> Anna Horn 03/05/2025	<b>Town Councillor</b> Cllr Gustard	<b>Agent</b> Tony Holt Design
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr L Humberstone			7 Yeomans Meadows	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				10/04/25
<b>Amendment to 24/02955/CONVAR to amend fenestrations.</b>				

## Comment

Sevenoaks Town Council recommended approval, however requested that the Planning Officer place a condition on the application for the upstairs windows on the north elevation to be obscured and fixed shut.