

Minutes of the Sevenoaks Town Council PLANNING & ENVIRONMENT COMMITTEE meeting held on Tuesday 6<sup>th</sup> May 2025 at 7:00pm at the Town Council Chambers. Livestreamed and available on YouTube until Minutes are accepted by Town Council Meeting:

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

**Present:**

**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>Present</b>
Cllr Dr Canet	<b>Present</b>	Cllr O’Hara	<b>Absent</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>Apologies</b>	Cllr Varley	<b>Apologies</b>
Cllr Granville	<b>Present</b>	Cllr Willis	<b>Present</b>
Cllr Gustard	<b>Apologies</b>	Cllr Wightman – Leader	<b>Present</b>

**Also in attendance:**

Town Clerk

Planning Committee Clerk

2 Representatives of Magnum Opus Development Group

**Prior to the commencement of the meeting, a presentation was received from Magnum Opus Development Group, on proposals related to 166 High Street, Sevenoaks. This ran for 30 minutes, with Q & A from Councillors throughout.**

**PUBLIC QUESTION TIME**

None.

**56 - APOLOGIES FOR ABSENCE**

As above.

**57 - REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

**58 - DECLARATIONS OF INTEREST**

Prior to the presentation from Magnum Opus Development Group, Cllr Camp declared a non-pecuniary interest in the proposals, explaining that she had previously reached out to the developer to urge action on the vacant site. She stated that she remained openminded to the content.

## **59 - MINUTES**

The Committee received the MINUTES of the Planning Committee Meeting held 22<sup>nd</sup> April 2025.

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

## **60 - TEMPORARY ROAD CLOSURES**

The Committee received and noted a report summarising upcoming road closures within Sevenoaks Town, including diversion routes.

## **61 - MASTERPLANS UPDATE**

a) The Committee received notice that consultation on the draft St John's Hill Area Masterplan concluded on 21st April, with responses now being reviewed by the Town Council's consultants and revisions made accordingly. It was noted that the final draft would then be considered by the Planning & Environment Committee, with recommendation to Council.

b) Councillors received notice that public consultation on the draft Town Centre Masterplan would officially launch at the Sevenoaks Society event on 28th June 2025, however that there would also be posters advertising its key contents at the Business Show on 13th June, in order to engage businesses with the upcoming consultation materials.

c) On enquiry as to whether Councillors would be able to review the contents prior to consultation, the Planning Committee Clerk confirmed that a presentation to Councillors had been scheduled with the Masterplan consultants for 2<sup>nd</sup> June 2025. This replaced the STNP / Masterplan Working Group meeting which was previously scheduled to take place at that time.

## **62 - ASSETS OF COMMUNITY VALUE**

a) Cllr Clayton presented on his proposal for Hollybush Recreation Ground and its associated assets and land to be nominated as an "Asset of Community Value", for consideration of Sevenoaks District Council.

b) Members concurred with Cllr Clayton's suggestion, as well as his concerns that the informal recreation area could be vulnerable to future development pressure. It was hoped that a successful registration could help to strengthen its future as a community asset.

c) It was **RESOLVED** that the Town Council pursue an application to nominate the Hollybush Recreation Ground and its associated assets and land as an Asset of Community Value, for

submission to the District Council. It was further agreed that this submission should include in it the informal recreation area, as well as the two “lower fields” often used for walking and access to Knole Park.

### **63 - DESIGN REVIEW PANELS - INFORMATION FROM SEVENOAKS DISTRICT COUNCIL**

- a) The Committee received and noted information provided by Sevenoaks District Council Officers, to the Town Councillors' request for information as to how and when Design Review Panels are utilised for significant development proposals.
- b) Councillors noted their earlier disappointment and surprise to learn that a Design Review Panel had been requested of Magnum Opus Development Group without either Town nor District Council Ward Councillors knowledge. It was acknowledged that Members themselves were not professionally qualified for appointment to the Panel; however, Councillors expressed disappointment at not being invited to participate in the scope or recruitment process to help ensure that the appointed Panel members reflect the values of the Town.
- c) The Town Clerk confirmed that the original intention behind the Sevenoaks Town Neighbourhood Plan's requirement for major planning applications to undergo a Design Review Panel early in the process was to ensure an engaged and publicly transparent approach. It was therefore **RESOLVED** that the Town Council write to the District Council requesting that Councillors be engaged in determining the scope and membership of future Design Review Panels, in order to ensure that the Town Council's values are represented at a professionally informed level.

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

- a) The Committee received and noted details within the report, which notified of decisions made by Sevenoaks District Council on applications commented on by Sevenoaks Town Council, received during the two weeks ending 28<sup>th</sup> April 2025.
- b) It was noted that the Town Councillors consider planning applications as representatives of their local community as opposed to as planning specialists, and that each recommendation is endorsed by the Committee as a whole prior to being submitted to the District Council.

### **65 - 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 28<sup>th</sup> April 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

## 66 - PRESS RELEASES

It was **RESOLVED** that a Press Release be issued detailing the Planning & Environment Committee's decision to nominate Hollybush Recreation Ground, including its surrounding assets and informal sporting / walking fields as an Asset of Community Value.

There being no further business the Chair closed the Meeting at 9:08pm.

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 Tony Clayton
- Cllr Victoria Granville
- Cllr Chloe Gustard
- Cllr Claire Shea
- Cllr David Skinner
- Cllr Nick Varley

# Planning Applications Considered

Applications considered on 6-5-25

<b>1</b>	<i>Plan Number</i> <b>25/00126/ADV</b>	<i>Planning officer</i> Christopher Park 14/05/2025	<i>Town Councillor</i> Cllr Willis	<i>Agent</i> Howard Sharp And Partne
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Generational Planning Group (M. G. Chish)		7 Dorset Street	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			22/04/25	
<b>Stag sign above the fascia with informational signs below but the existing signs on each side of the door will be removed.</b>				

## Comment

**Sevenoaks Town Council recommended approval, subject to both the Planning Officer and Conservation Officer being happy with the designs.**

<b>2</b>	<i>Plan Number</i> <b>25/00243/HOUSE</b>	<i>Planning officer</i> Christopher Park 20/05/2025	<i>Town Councillor</i> Cllr Gustard	<i>Agent</i> Carmen Austin Architectu
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
G Krishna and S Ray	Rosewood Lodge	35A Oakhill Road	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			28/04/25	
<b>Side extension with pool. Removal of existing balcony to be replaced with new balcony. Loft conversion with rooflights and dormers. New porch. New velux sun tunnel. PV panels to rear of existing garage. Alteration to fenestration. Internal changes.</b>				

## Comment

**Proposed by Cllr Daniell with Cllr Gustard's apologies:**

**Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied there is no overlooking into neighbouring properties from the new dormer windows.**

# Planning Applications Considered

Applications considered on 6-5-25

<b>3</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00393/CONVAR	Stephanie Payne 14/05/2025	Cllr Granville	N/A
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Pennard Practice Ltd		26-28 Pembroke Road	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			22/04/25	

## 25/00393/CONVAR - Amended plan

Variation of conditions 7, 8 & 9 (parking areas, external illumination and hours in which external illumination is permitted) of SE/98/1414 for the Erection of 1200 sqm office building together with provision of sixty car spaces

A summary of the main changes are set out below:

Further information regarding lighting has been provided in relation to environmental health's comments. Additionally, the proposal description has been altered to state 'variation' rather than 'removal' of the conditions listed.

### Comment

Sevenoaks Town Council recommended refusal until the Urban Design Officer is provided with satisfactory lighting plans from the applicant.

### Informative:

The Town Council hoped that the neighbours' comments would also be given particular consideration when determining this planning application, due to the already deleterious effect that the unforeseen and regular 24 hour activity has had on the neighbourhood.

<b>4</b>	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/00627/FUL	Anna Horn 11/05/2025	Cllr Willis	UPP Architects + Town PI
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr A Feldman		67, 67a, 67b, 67c London Road	Town	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			17/04/25	

A roof extension with dormer windows to facilitate 3 residential units (Class C3) and reinstallation of 7 heritage style-windows, cycle and bin storage.

### Comment

Sevenoaks Town Council recommended approval, provided both the Planning Officer and Conservation Officer are satisfied that the materials and designs are in keeping with the Conservation Area.

# Planning Applications Considered

Applications considered on 6-5-25

<b>5</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00647/HOUSE	Abbey Aslett 10/05/2025	Cllr Dr Dixon	Sevenoaks Plans Ltd
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Harris		Stamford Bungalow	67 St Johns Road	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				16/04/25
<b>25/00647/HOUSE - Amended plan</b>				
<b>Raising of the roof and the creation of a new storey to the dwelling. Alterations to internal layout. Alterations to fenestration. Extension to terrace.</b>				
<b>A summary of the main changes are set out below:</b>				
<b>Change in description to better reflect the proposed development.</b>				

## Comment

**Proposed by Cllr Skinner with Cllr Dr Dixon's apologies:**

**Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that there is no significant overlooking or loss of amenity to No.48 from the new window.**

## Informative:

**The Town Council advised that, should the Planning Officer consider the overlooking from this window to cause an unacceptable loss of amenity, it would be supportive of a condition for the window to be obscure glazed.**

<b>6</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00825/HOUSE	Christopher Park 14/05/2025	Cllr Skinner	Carmen Austin Architectu
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Patterson			16 Vine Avenue	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				22/04/25
<b>Loft conversion. Demolition to existing side garage and green house. Creating a widened side path. Side and rear extension. Solar Panels. Alteration to fenestration. New Porch and new rooflights. New gates. Electric charging point. Landscaping.</b>				

## Comment

**Sevenoaks Town Council recommended approval.**

<b>7</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/00839/HOUSE	Summer Aucoin 10/05/2025	Cllr Wightman	BVDS Architects
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr C Evans		Quarries	Parkfield	Wilderness
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				16/04/25
<b>Alterations to side and rear glazing, addition of new rooflight to rear roof, solar panels to front roof slope and battery in garage, new external side canopy and repainting of existing timber windows in new colour.</b>				

## Comment

**Sevenoaks Town Council recommended approval.**

# Planning Applications Considered

Applications considered on 6-5-25

<b>8</b>	<b>Plan Number</b> 25/00871/HOUSE	<b>Planning officer</b> Summer Aucoin 20/05/2025	<b>Town Councillor</b> Cllr O'Hara	<b>Agent</b> Designitude Associated L
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
Mr Pavitt		14 Lake View Road	Northern	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			28/04/25	
<b>Double storey rear extension and new single storey rear extension with rooflights. New rooflight to existing roof.</b>				

## Comment

**Proposed by Cllr Shea:**

**Sevenoaks Town Council recommended approval.**

<b>9</b>	<b>Plan Number</b> 25/00978/FUL	<b>Planning officer</b> Samantha Yates 16/05/2025	<b>Town Councillor</b> Cllr Dr Dixon	<b>Agent</b> Robinson Escott Planning
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
Sevenoaks Plans	Land Rear of	26 St James Road	St Johns	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			24/04/25	
<b>Demolition of existing garage. Erection of 5no. apartments with access, cycle parking and landscaping. Associated works.</b>				

## Comment

**Proposed by Cllr Skinner, with Cllr Dr Dixon's apologies:**

**Sevenoaks Town Council recommended refusal on the ground that the proposed development would be cramped and overdeveloped, particularly at three storeys.**

<b>10</b>	<b>Plan Number</b> 25/00979/ADV	<b>Planning officer</b> Abbey Aslett 08/05/2025	<b>Town Councillor</b> Cllr Shea	<b>Agent</b> Alder King Planning Cons
<b>Applicant</b>	<b>House Name</b>	<b>Road</b>	<b>Locality</b>	
Wildstone Estates Ltd	Shell	128 Seal Road	Northern	
<b>Town</b>	<b>County</b>	<b>Post Code</b>	<b>Application date</b>	
			14/04/25	
<b>Freestanding D6 digital advertisement.</b>				

## Comment

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

- The Planning Officer is satisfied that the light emissions will be no more intrusive to residents at No. 124 than existing lighting arrangements;
- The schedule for lit advertising is aligned with lighting of the site overall;
- The Luminescence levels are in accordance with national guidance and best practice.



# Planning Applications Considered

Applications considered on 6-5-25

<b>11</b>	<i>Plan Number</i> 25/00992/HOUSE	<i>Planning officer</i> Stephanie Payne 15/05/2025	<i>Town Councillor</i> Cllr Shea	<i>Agent</i> N/A
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mr A Wood		24 Lambarde Road	Northern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			23/04/25	
<b>Part two-storey, part first floor, side extension with dormers. Alterations to fenestration.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

<b>12</b>	<i>Plan Number</i> 25/00997/HOUSE	<i>Planning officer</i> Summer Aucoin 08/05/2025	<i>Town Councillor</i> Cllr Clayton	<i>Agent</i> Kent Building Control Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
A Vroom		2 Serpentine Road	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			14/04/25	
<b>Garage conversion, alterations to fenestration, replacement roof to existing conservatory, lean-to timber shed, alterations to ground levels in the rear garden, new retaining wall and extension to patio area. Extension to existing block paving to create additional parking space to the front driveway.</b>				

*Comment*

**Sevenoaks Town Council recommended approval, provided the Planning Officers are satisfied that the additional parking required can be accommodated in the front garden without damaging the street scene, and that plans for landscaping the rear garden will not adversely affect neighbours.**

**Informative:**

**The Town Council advised that the plans as submitted appear to be missing landscaping details, and that it would recommend refusal should these not be supplied.**

<b>13</b>	<i>Plan Number</i> 25/01019/HOUSE	<i>Planning officer</i> Christopher Park 10/05/25	<i>Town Councillor</i> Cllr Daniell	<i>Agent</i> Mr Oliver Holt
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
S Graham		41 Garth Road	Kippington	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			16/04/25	
<b>Erection of a double-storey front and side extension, roof alterations and rooflight. Landscaping and other associated works.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

# Planning Applications Considered

Applications considered on 6-5-25

<b>14</b>	<b>Plan Number</b> 25/01022/HOUSE	<b>Planning officer</b> Summer Aucoin 15/05/2025	<b>Town Councillor</b> Cllr Camp	<b>Agent</b> Hampton Surveying
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr P Darroch			11 Egdean Walk	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				23/04/25
<b>Single storey front extension. Convert garage into a habitable room. 4 new roof lights on the rear lean to roof</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

<b>15</b>	<b>Plan Number</b> 25/01024/HOUSE	<b>Planning officer</b> Summer Aucoin 10/05/2025	<b>Town Councillor</b> Cllr Dr Canet	<b>Agent</b> Freedom Homes Architect
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
O Ogun			50 Robyns Way	Northern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				16/04/25
<b>Double storey side extension following the demolition of the existing garage, and alterations to the fenestration.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

<b>16</b>	<b>Plan Number</b> 25/01034/HOUSE	<b>Planning officer</b> Abbey Aslett 11/05/2025	<b>Town Councillor</b> Cllr Gustard	<b>Agent</b> Kent Building Control Ltd
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr J Albuquerque		The Oaks	Little Julians Hill	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				17/04/25
<b>Replacement roof with removal of part metal railings.</b>				

*Comment*

**Proposed by Cllr Daniell with Cllr Gustard's apologies:**

**Sevenoaks Town Council recommended approval.**

<b>17</b>	<b>Plan Number</b> 25/01132/HOUSE	<b>Planning officer</b> Abbey Aslett 16/05/2025	<b>Town Councillor</b> Cllr Camp	<b>Agent</b> Coleman Anderson Archit
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
M Deakins			2 St Georges Road	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				24/04/25
<b>New Car Port.</b>				

*Comment*

**Sevenoaks Town Council recommended refusal on the grounds of the negative visual impact of its bulk and placement in close proximity to the boundary of the property, which the Town Council considered to be harmful and out of keeping with the street scene and contrary to the Residential Character Area Assessment.**

# Planning Applications Considered

Applications considered on 6-5-25

<b>18</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/01135/HOUSE	Abbey Aslett 16/05/2025	Cllr Ancrum	Harringtons 2006
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr G Lloyd			34 Wildernesse Mount	Eastern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				24/04/25
<b>To demolish the existing garage and construct a new garage with home office above with a dormer and rooflight.</b>				

## Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that there is no undue impact on the neighbouring property from the height of the proposed garage, and that the design and materials are in keeping with the style of the property.

<b>19</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/01171/ADV	Anna Horn 20/05/2025	Cllr Granville	N/A
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Bauer Media Outdoor UK Limited		Bus Shelter 3209 0007 Outside	Station Parade, London Road	Town
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				28/04/25
<b>Replace existing Double-sided internally illuminated 6-sheet Bus Shelter advertising displays with Double-sided digital displays.</b>				

## Comment

Sevenoaks Town Council recommended approval, as long as the Planning Officer is satisfied that there will be no detriment to the public enjoyment of the area, and that moving images are proscribed in the interest of highway safety.

## Informative:

The Town Council expressed concerns about the impact of this and similar bus shelters on pedestrian flow, as they obstruct a large portion of the pavement and views of the nearby junction. Since the shelter is at a prominent gateway location with expected increased pedestrian traffic due to future development, Sevenoaks Town Council saw this as an opportunity to remove the obstruction and ease traffic flow, rather than replacing it.