

## Sevenoaks Town Council

### Minutes of the meeting of the Planning & Environment Committee Held on Monday 03 November 2025 in the Council Chamber, Town Council Offices, TN13 3QG

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

<https://youtube.com/live/OR6SWgkTGxM>

Meeting commenced: 19:00

Meeting Concluded: 20:27

#### Present:

#### Committee Members

Quorum minimum of six members

Cllr Ancrum	Present	Cllr Layne	Present
Cllr Camp – Chair	Present	Cllr Michaelides	Apologies
Cllr Dr Canet	Present	Cllr O’Hara	Apologies
Cllr Clayton – Mayor	Present	Cllr Shea – Leader	Apologies
Cllr Daniell – Deputy Leader	Present	Cllr Skinner OBE – Vice Chair	Present
Cllr Dr Dixon	Present	Cllr Varley	Apologies
Cllr Granville – Deputy Mayor	Present	Cllr Willis	Present, Arrived 7:21pm
Cllr Gustard	Present	Cllr Wightman	Present

#### Also in attendance:

Town Clerk

Planning Committee Clerk

4 Members of the Public

#### PUBLIC QUESTION TIME

None.

#### 423 - APOLOGIES FOR ABSENCE

As above.

#### 424 - REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

#### 425 - DECLARATIONS OF INTEREST

None.

#### 426 - MINUTES

The Committee received the MINUTES of the Planning & Environment Committee Meeting held 20<sup>th</sup> October 2025.

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

## Sevenoaks Town Council

### **427 - SEVENOAKS TOWN COUNCIL CONSULTATION ON PROPOSED CORNER PROTECTIONS LAUNCHED**

a) The Committee received notice that the Town Council's consultation on proposed corner protection locations had launched via the Autumn Town Crier, with full details published on the below webpage:

[https://www.sevenoakstown.gov.uk/Proposed\\_Corner\\_Protection\\_locations\\_50155.aspx](https://www.sevenoakstown.gov.uk/Proposed_Corner_Protection_locations_50155.aspx)

b) It was noted that focused promotional activities would be deferred until after the District Council's Local Plan consultation concludes on 11th December 2025, after which Councillors would be asked for their support in delivering surveys to residents on the affected roads. It was further noted that the consultation deadline had been extended to 31st January 2026, in order to avoid diverting attention from the Local Plan consultation.

### **428 - HOLLYBUSH RECREATION GROUND - COMMUNITY ASSET NOMINATION RESULTS**

a) Councillors received and noted further details as requested of Sevenoaks District Council by the Planning & Environment Committee, behind its decision to exclude the following parcels from the Town Council's nomination of Hollybush Recreation Ground as an Asset of Community Value.

- The upper bowling green;
- The District Council depot;
- The eastern parcel of land lying to the west of Seal Hollow Road; and
- The area of land to the rear of 9-12 The Paddocks

b) It was further noted that the District Council had confirmed that decisions on Community Asset nominations are made solely by Officers, and that there is not a process for this to be referred to a District Council Committee.

c) Councillors recorded their strong disapproval of the District Council's decision to omit the four parcels of land. The decision was regarded as inconsistent, given that other publicly inaccessible areas – such as the projector room at the Stag Theatre and archive room at the Kaleidoscope building – had been successfully included in their respective registrations.

d) Councillors expressed particular disappointment at the omission of the upper bowling green, noting that evidence of the Hollybush Residents Association's sustained campaigning – including professionally prepared proposals submitted to the District Council – had formed part of the Town Council's case for the parcels to be included.

e) It was considered that the Town Council had done all it could to register the Recreation Ground as a whole parcel, and the Planning Committee Clerk advised that, should any of the parcels be brought into active community use, the Town Council would be able to resubmit the new evidence to support their registration as Assets of Community Value under a separate nomination.

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### 429 - SEVENOAKS DISTRICT COUNCIL'S INFRASTRUCTURE DELIVERY PLAN

- a) The Committee received and noted the most recent iteration of Sevenoaks District Infrastructure Delivery Plan (IDP), which collates feedback from local Infrastructure providers on key projects and priorities which will need to be delivered to support the projected population growth from the Local Plan's proposed housing allocations. It was noted that this would be used to inform future negotiations on any infrastructure improvements to be secured through the planning application process via Section 106 legal agreements.
- b) Cllr Clayton expressed concern that the list is not exhaustive of the full infrastructure needs of the District, identifying the lack of a Health Hub for Northern Sevenoaks and sufficient active travel provision as a key omission which should be added.
- c) The Planning Committee Clerk clarified that the IDP is a live document, to be updated as new evidence or requests are received from local Infrastructure Providers. She clarified however, that the Town Council is not consulted at the production stage of the Infrastructure Deliver Plan, nor during Section 106 negotiations.
- d) It was further clarified that, while this latest iteration of the IDP is not open to feedback, its tandem publication with the draft Local Plan consultation could provide an opportunity for the Town Council to submit particular infrastructure requests that it considers should be required, as part of its response to the proposed housing allocations.
- e) Councillors expressed surprise at the lack of consultation with either Town and Parish Councils or local residents on what key infrastructure improvements are needed in their towns. It was **RESOLVED** that the Town Council write to Sevenoaks District Council with a request for it to be added both to the list of consultees for the IDP, as well as any future Section 106 negotiations relevant to Sevenoaks Town.
- f) It was further **RESOLVED** that the Town Council collate and agree via a future Committee meeting, a list of infrastructure provisions which Councillors consider to be essential additions to the IDP. This to include both site-specific infrastructure requirements, as well as larger projects for delivery during the lifetime of the Local Plan, in order to support the significant population growth proposed for Sevenoaks Town.

### 430 - SEVENOAKS DISTRICT COUNCIL UPCOMING CONSULTATION ON DRAFT LOCAL PLAN

- a) The Committee received notice that Sevenoaks District Council has published its draft Local Plan for formal Regulation 18 public consultation, and that this would remain open until 11th December 2025.
- b) Councillors received and noted briefing documents produced by the Planning Committee

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Clerk, summarising all Policies and any relevant planning history to the proposed allocations which could impact Sevenoaks Town.

c) It was noted that the briefing documents had been prepared with the specific intent of supporting the Town Councillors in their consideration of the Local Plan's proposals, and therefore do not elaborate or provide detail on proposals outside of Sevenoaks Town.

d) The Committee received a copy of the consultation survey, noting that it may be filled out multiple times to comment on any Policy or allocation within the draft Local Plan. It was further noted that all documents relevant to the consultation are available to view via the District Council's website.

e) The Committee received and discussed a summary report of collated draft comments provided by Councillors and Officers, the latest version of which had been circulated earlier that day. The following key points of note were discussed:

- **Design Policies DE1-DE7:** Cllr Skinner emphasised the importance of engaging Design Review Panels at the earliest stage of planning design, citing both [Government](#) and [RIBA](#) guidance as evidence. He recommended that the Town Council request the unit threshold requiring developments to be submitted for design review be reduced from 100 units to 10, with a criteria of potential exceptions, in order to embed the process more firmly into the planning process.
- **Land East of High Street:** Councillors sought clarification as to whether the Library is included in the proposals for Land East of High Street. The Planning Committee Clerk advised that the Development Brief assumes its retention and makes proposals to enhance its presence and integrate it into the proposed development.
- **Green Belt Assessment / Grey Belt Designations:** Cllr Gustard advised the Committee that the Green Belt Assessment, as prepared by ARUP, is currently incomplete due to having yet to assess sites in relation to any designations covered by NPPF Footnote 7<sup>1</sup> other than Green Belt. Councillors shared Cllr Gustard's concern that the lack of assessment on the potential impact to National Landscapes and Conservation Areas could mean that sites proposed for Grey Belt designation have not yet been adequately assessed.
- **St John's Ward allocation comments:** Cllr Skinner proposed that the collated comments relating to 109-119 St John's Hill (SEV15) and DG Autos off Bradbourne Vale Road (SEV8) – as circulated by the Planning Committee Clerk in an updated report prior to the meeting – be approved.

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<sup>1</sup> The contents of [Footnote 7 of the 2024 National Planning Policy Framework](#) have since been researched more thoroughly and confirmed to cover the following: habitat sites and/or designated Sites of Specific Scientific Interest, land designated as Green Belt, Local Green Space, a National Landscape, a National Park or defined Heritage Coast, irreplaceable habitats, designated heritage assets, and areas at risk of flooding or coastal change. Section 2.8 of the [Stage 2 Green Belt Assessment](#) therefore specifies that the 205 sites identified as grey belt have been done so *provisionally*, with Section 3.2 stipulating that grey belt status may only be confirmed once all policies relating to Footnote 7 have been applied to the proposed sites.

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- **Kippington Ward allocation comments:** Cllr Gustard proposed that the collated comments relating to Land off Morewood Close (SEV9), 9 Clare Way (SEV10), Land west of Brittain's Lane (SEV17), and the Kippington Ward section of Sevenoaks Station and Car Park (SEV12) – as circulated by the Planning Committee Clerk in an updated report prior to the meeting – be approved.

f) It was **RESOLVED** that the Town Council's attached schedule of draft comments on Policies DE1-DE7 and COM1, as well as draft comments on the above two St John's Ward and four Kippington Ward allocations be approved. These will be collated for single submission once the remainder of the Town Council's response has been finalised via the next two Planning & Environment Committee meetings.

### 431 - KENT COUNTY COUNCIL SEEKING INPUT TOWARDS PROPOSED WALKING & CYCLING ITINERARIES

a) The Committee received notice that Kent County Council is seeking local recommendations to inform walking and cycling itineraries that it will be producing on existing walking and cycling routes to encourage active travel. It was noted that the deadline to provide comment is 30<sup>th</sup> November 2025.

b) Councillors received a copy of the survey questions, as well as some initial draft responses as prepared by the Planning Committee Clerk and promoting the following locations or routes as walking and/or cycling friendly:

- Café on the Vine (accredited "Cycle Friendly Place" by Cycling UK)
- Lilia's Café, Bat & Ball Station (accredited "Cycle Friendly Place" by Cycling UK)
- Town Team Heritage Trail
- Darent Valley Rail Trails

c) Cllr Clayton reported his disappointment that the Town Council's recommendations to improve connectivity of the District and County Council's Otford to Sevenoaks cycling route had not been included in a recent Joint Transportation Board report. He considered that the Town Council's proposals to link the Otford to Sevenoaks route with the East to West cycling route could have facilitated a usable and safe network such as that which Kent County Council is seeking to map.

d) Cllr Granville advised of work that she had produced on behalf of the Sevenoaks Society, whereby she had mapped one hundred key walking routes within the Town.

e) It was **RESOLVED** that the Item be deferred to the next Planning & Environment Committee meeting to allow Councillors further time to consider and submit additional comments for collation of the Planning Committee Clerk.

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**432 - 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 between the two weeks ending 27th October 2025.

**433 - PLANNING APPLICATIONS**

a) Minute Item 433b as well as consideration of its corresponding planning application was moved further up the Agenda and considered after agreement of the Minutes. This as per Standing Order 10.a.viii, whereby the order of business of the Agenda may be changed without prior written notice.

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

- **[Plan no. 11] 25/02939/FUL – 1 Holly Bush Lane (Against)**
- **[Plan no. 11] 25/02939/FUL – 1 Holly Bush Lane (For) – Written representation read aloud by the Chair, by prior agreement**
  
- **[Plan no. 1] 25/00723/HOUSE – Woodfield, Oak Lane (For)**

c) The Committee considered planning applications received during the two weeks ending 27<sup>th</sup> October 2025. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

**434 - PRESS RELEASES**

It was recommended that the Town Council issue a Press Release regarding its official response to the District Council's Local Plan consultation, once this has been finalised and approved at a future Planning & Environment Committee meeting.

There being no further business the Chair closed the Meeting.

Signed .....  
Chair

Dated .....

# Planning Applications Considered

Applications considered on 3-11-25

1	Plan Number	Planning officer	Town Councillor	Agent
	25/00723/HOUSE	Christopher Park 04/11/2025	Cllr Daniell	N/A
Applicant		House Name	Road	Locality
Mr N Wheeler		Woodfield	Oak Lane	Kippington
Town		County	Post Code	Application date
				14/10/25
25/00723/HOUSE - Amended plan				
Two-storey rear extension, new front porch, and changes to fenestration.				
A summary of the main changes are set out below:				
The applicant has provided a bat survey and mitigation strategy.				

## Comment

**Sevenoaks Town Council recommended approval, provided the terms of the bat survey are followed.**

2	Plan Number	Planning officer	Town Councillor	Agent
	25/01785/FUL	Christopher Park 07/11/2025	Cllr Camp	Coleman Anderson Archi
Applicant		House Name	Road	Locality
Mr & Mrs Munns		South Craig	6 Kinraig Drive	St Johns
Town		County	Post Code	Application date
				17/10/25
25/01785/FUL - Amended plan				
Replacement dwelling with patio area. Solar panels to roof. Roof lights to west elevation roof and extension. Hard and soft landscaping including a new parking layout. Bin store. Fencing and gate.				
A summary of the main changes are set out below:				
The proposed plans have been amendedto include side elevations.				

## Comment

**Sevenoaks Town Council recommended approval, provided the Planning Officer is happy with the proposed materials to be used and recommendations within the Arboricultural and Ecological Reports are followed.**

# Planning Applications Considered

Applications considered on 3-11-25

<b>3</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/01922/FUL	Summer Aucoin 07/11/2025	Cllr Clayton	Designhomeplan Ltd
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Micallef - Mrs I Tabor			50 St Johns Hill	Eastern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				17/10/25
<b>25/01922/FUL - Amended plan</b>				
<b>Proposed driveway and associated landscaping, EV charger.</b>				
<b>A summary of the main changes are set out below:</b>				
<b>The applicant has provided updated plans.</b>				

## Comment

**Sevenoaks Town Council recommended refusal, unless both Kent Highways and the Planning Officer are satisfied that exit from the site is safe, and that Kent County Council visibility requirements can be met in practice.**

<b>4</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/02300/MMA	Abbey Aslett 17/11/2025	Cllr Layne	N/A
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
R Porter			5 Quarry Hill	Eastern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				27/10/25

**Amendment to 24/01527/HOUSE to enlarge the rear patio, change the proposed materials, construct raised planting beds a retaining wall and steps, and privacy screen. To alter the ground floor rear fenestration.**

## Comment

**Sevenoaks Town Council recommended approval.**

<b>5</b>	<b>Plan Number</b>	<b>Planning officer</b>	<b>Town Councillor</b>	<b>Agent</b>
	25/02705/HOUSE	Christopher Park 14/11/2025	Cllr Skinner	Westleigh Design
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr Z Hou			6 Woodside Road	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				24/10/25

**Rear garden: new retaining wall and raise ground levels.**

## Comment

**Sevenoaks Town Council recommended approval, subject to confirmation by the Arboricultural Officer.**



# Planning Applications Considered

Applications considered on 3-11-25

6	Plan Number	Planning officer	Town Councillor	Agent
	25/02716/FUL	Summer Aucoin 12/11/2025	Cllr Clayton	Mr Richard Baddeley
Applicant		House Name	Road	Locality
Mr D & Mrs C Mendoza-Hall			11 Nursery Close	Eastern
Town		County	Post Code	Application date
				22/10/25
Demolition of existing double garage with store room and shed. Erection of a two storey dwelling with new fence, gate and decking. hard and soft landscaping. EV charger.				

## Comment

Sevenoaks Town Council recommended approval, provided that:

- The Planning Officer is satisfied that there is no overlooking from the new house of No. 11, the sheltered flats on St Johns Hill to the West, or of the Clergy House to the East;
- The mature trees including their root systems in neighbouring sites to the South and West can be protected;
- There is sufficient retainment of existing mature trees, with an additional recommendation that a Tree Protection Order be placed on any trees not currently covered;
- There is no impact on the Locally Listed church itself, or the Conservation Area in which it stands; and

## Informative:

The Town Council also recommended that a sufficient Construction Plan be required in order to mitigate the impact of building works on neighbours.

7	Plan Number	Planning officer	Town Councillor	Agent
	25/02717/HOUSE	Zoe Dommett 06/11/2025	Cllr Gustard	N/A
Applicant		House Name	Road	Locality
Mr F Van Heerden			43 Garth Road	Kippington
Town		County	Post Code	Application date
				16/10/25
Addition of pitched roof to existing pergola				

## Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied with the impact on the street scene.

8	Plan Number	Planning officer	Town Councillor	Agent
	25/02790/HOUSE	Zoe Dommett 07/11/2025	Cllr Ancrum	Mr A Stegarescu
Applicant		House Name	Road	Locality
Mr T Troeger			20 Swaffield Road	Eastern
Town		County	Post Code	Application date
				17/10/25
Proposed Ancillary Annexe to be used as a home office.				

## Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that the addition to the property will have no overbearing impact on the neighbours on each side and that the materials to be used are in keeping with the style of the main property.

# Planning Applications Considered

Applications considered on 3-11-25

<b>9</b>	<b>Plan Number</b> 25/02830/HOUSE	<b>Planning officer</b> Christopher Park 07/11/2025	<b>Town Councillor</b> Cllr Gustard	<b>Agent</b> Youngs Building Surveyin
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mr & Mrs Williamson			35 White Hart Wood	Kippington
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				17/10/25
<b>Two-storey front extension, part garage conversion, internal alterations, replacement of rear balcony with a mono-pitch roof, rooflights, alterations to fenestration.</b>				

*Comment*

**Sevenoaks Town Council recommended approval.**

<b>10</b>	<b>Plan Number</b> 25/02851/FUL	<b>Planning officer</b> Christopher Park 17/11/2025	<b>Town Councillor</b> Cllr Dr Dixon	<b>Agent</b> Maple Planning & Develo
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Bradbourne Developments Ltd			2A Bradbourne Road	St Johns
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				27/10/25
<b>Proposed change of use to a single dwellinghouse, internal alterations.</b>				

*Comment*

**Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that there is adequate natural lighting to the various habitable rooms.**

<b>11</b>	<b>Plan Number</b> 25/02939/FUL	<b>Planning officer</b> Abbey Aslett 14/11/2025	<b>Town Councillor</b> Cllr Ancrum	<b>Agent</b> Willow Town And Country
<b>Applicant</b>		<b>House Name</b>	<b>Road</b>	<b>Locality</b>
Mrs F Bowes			1 Holly Bush Lane	Eastern
<b>Town</b>		<b>County</b>	<b>Post Code</b>	<b>Application date</b>
				24/10/25
<b>Demolition of the existing detached garage and erection of a detached 3 bed dwelling with rooflights and green roof, repair of boundary walls, pedestrian gate and associated landscaping.</b>				

*Comment*

**Proposed by Cllr Clayton:**

**Sevenoaks Town Council recommended refusal on the grounds of the detrimental impact of this large mass on a small site in the Conservation Area, impact on Listed and Locally Listed assets in whose garden this site sits, and loss of trees in the Conservation Area.**

**Collated APPROVED comments of Sevenoaks Town Council's Planning & Environment Committee, for submission to the District Council's Local Plan Regulation 18 Public Consultation October 2025.**

This report will be updated as the Planning & Environment Committee approves further comments on remaining allocations and policies proposed in the draft Local Plan, with final approval and single submission after 1<sup>st</sup> December 2025.


<b>DE1</b>	<b>Community Review Panel:</b> Proposes a new pre-planning Panel comprising residents, visitors and local workers, selected via formal application process. Sets a threshold (being 100+ new dwellings, 10,000 sqm gross floor space, or likelihood of significantly impacting the surrounding area) for developments to engage the Panel at early planning stages.
<p>Page 183 of the draft Local Plan indicates a proposed framework for the Community Review Panel, whereby the output of the Panel would be reviewed by the Town or Parish Council before going to a Design Advisory Panel.</p> <p>Sevenoaks Town Council requests that Town and Parish Councils be engaged earlier and as part of this process as well as, where applicable, a representative of any relevant Residents Association.</p> <p>To maximise quality of Councillor input, it is recommended that each Town / Parish Council be allowed to elect one Member <u>per Ward</u> to the Panel, on the proviso that only <u>one</u> Town or Parish Councillor would be permitted to engage with the pre-planning project at one time. The grounds for this are that it would not only allow the most locally-informed Town / Parish Ward Councillor to be engaged with that particular proposal, but also provides a degree of flexibility to nominate a substitute Member (ideally from a neighbouring Ward) in the case of the relevant Ward Member's indisposition.</p>	

<b>DE3</b>	<b>Ensuring Design Quality:</b> Protects local character area, listing reference documents to be followed. Includes District Character Study, Landscape Character Assessment, Historic Review, NDPs and Conservation Area Design Guidance.
<p>This policy omits mention of any existing or future Residential Character Area Assessments (RCAAs) and / or Masterplans. The only reference within the draft Local Plan to Residential Character Area Assessments appears to be within a couple of the proposed Development Briefs prepared for some of the allocations.</p> <p>Sevenoaks Town Council therefore requests that reference both to any RCAAs and Masterplans either be added or, should the RCAA be considered too out of date, wording such as that in Policy HEN1d (which allows flexibility for additional guidance to be added in future) be incorporated. The following potential amendment to Policy DE3, which imitates the wording used in Policy HEN1d is recommended as a suitable amendment:</p> <p>"Policy D3 [...] Development will also reflect local character and distinctiveness considering the following documents:</p> <ul style="list-style-type: none"> <li>• [...]</li> <li>• Neighbourhood Plan policies, where applicable</li> <li>• <i>Other principles set out in relevant local policy/guidance, including current or subsequent versions of any applicable Masterplans, Residential Character Area Assessments or other character area guidance documents adopted by the Council.</i></li> </ul>	

<b>COM1</b>	<b>Retention of Community Uses:</b> Prioritises retention of local services and facilities and stipulates that any vacant or redundant community buildings be reused for alternative community use to meet local need.
<p>The supporting text for this Policy briefly references the Community Right to Bid on Assets of Community Value, but does not give any further material weight to this within the Policy. The current provisions under the Community Right to Bid legislation do not protect registered Assets from being redeveloped and/or their existing use lost, nor does it guarantee sale of the Asset to a community organisation in the event of its disposal. While the latter is not within the power of Local Planning Authority's to secure via planning policy, the classification of a registered Asset of Community Value to be considered material to planning applications <b>is</b>, due to this being discretionary.</p> <p>Sevenoaks Town Council therefore requests that the District Council formally grant material planning weight to registered Assets explicitly within this Policy.</p>	

<b>DE1</b>	<b>Community Review Panel:</b> Proposes a new pre-planning Panel comprising residents, visitors and local workers, selected via formal application process. Sets a threshold (being 100+ new dwellings, 10,000 sqm gross floor space, or likelihood of significantly impacting the surrounding area) for developments to engage the Panel at early planning stages.
<b>DE2</b>	<b>Design Advisory Panel:</b> Sets a threshold (being 100+ new dwellings, 10,000 sqm gross floor space, or likelihood of significantly impacting the surrounding area) for developments to engage a Panel of experienced design professionals at early planning stages.
<b>DE3</b>	<b>Ensuring Design Quality:</b> Protects local character area, listing reference documents to be followed. Includes District Character Study, Landscape Character Assessment, Historic Review, NDPs and Conservation Area Design Guidance.
<b>DE4</b>	<b>Delivering Design Quality:</b> Anticipates publication by SDC of a "Design in Sevenoaks" document which will set standards for applications to meet – addressing public realm, accessibility, private amenity space, parking, open space hierarchy, bins and bike storage, affordable housing design standards and daylight and sunlight. Requires applicants to demonstrate compliance with these via Design and Access Statements.
<b>DE5</b>	<b>Outline Planning Applications:</b> Sets threshold for Outline planning applications (being 100+ new dwellings) to include a Mandatory Design Principles development, including strategies for building types/materials, public spaces, movement and access, landscape and public realm.
<b>DE6</b>	<b>Design Codes:</b> Sets a threshold (being 100+ new dwellings) for developments to require supporting Design Codes, demonstrating delivery of a well-designed sustainable place and produced in partnership with SDC and local community.
<b>DE7</b>	<b>Design for Rural Development:</b> Anticipates publication by SDC of a Rural Design Guidance document and requires compliance of small scale rural development sites with this.
<p>Sevenoaks Town Council strongly endorses the following <a href="#">advice</a> published by the Central Government, which states that "design review is most effective when applied at the earliest stage of design development. It can be followed up at further stages as projects evolve, including pre-application and are implemented, referencing and building upon recommendations made in previous design reviews."</p> <p>The <a href="#">RIBA Plan of Work</a> published in 2020 further recommends early Design Review Panels, within Stage 1 (Preparation and Briefing) of a project's development.</p>	

Sevenoaks Town Council considers that Design Review Panel and early engagement should be embedded firmly within the planning process, and therefore requests that the minimum unit thresholds required to trigger a Community Review Panel as well as a Design Review Panel be reduced to 10+ units. This could be accompanied by a criteria of potential exceptions, but with the main objective being to secure high quality design which invests in and enhances the areas in which they are built.

<b>SDC Allocation Reference:</b> MX/21/00039 SEV15	<b>Address:</b> 109-119 St Johns Hill
<b>Ward:</b> St Johns	
<b>Allocation proposal:</b> 18 housing units, TBC Ha employment site	
<b>New or returning allocation?</b> New on Urban land	

Sevenoaks Town Council welcomes the proposed allocation of DG Autos off Bradbourne Vale Road. It falls within the area of the St John's Masterplan and would, if taken forward, contribute to the realisation of the Masterplan.

The two St John's sites (SEV8 and SEV15) should be considered together to ensure there is coherence of design and infrastructure provision.

There is an opportunity to include in the development a rationalisation of the two carparks. Doing so might allow for the release of District Council-land and the creation of more residential and commercial units as well as public space.


In accordance with the Sevenoaks Town Neighbourhood Plan and as both sites involve development of more than ten units, a Design Review Panel should be established and should be consulted on by the developers as part of the pre-application process and throughout the period of the development.

Equally, the Community Advisory Panel should be established early in the process.

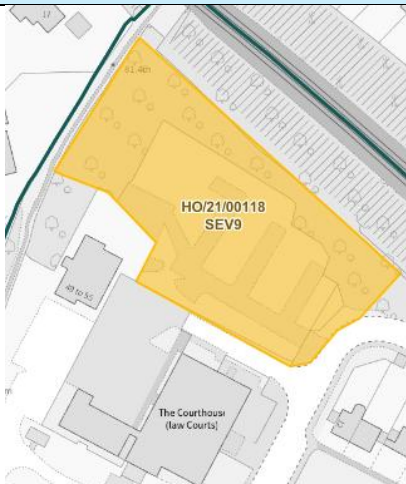
Sevenoaks Town Council requests that the following infrastructure improvements be delivered either as part of the designs, or required for delivery under any future Section 106 agreement:

- Tree planting as recommended in the draft St John's Hill Area Masterplan
- Financial contribution and dedicated space for cultural events as identified as a key opportunity in the draft St John's Hill Area Masterplan
- Contribution towards, or delivery of, a zebra crossing just east of the Bat & Ball junction and linking the northern side of Bradbourne Vale Road to the site, as proposed in Sevenoaks Town Council's Highway Improvement Plan.

- Financial contribution towards, or delivery of a 20mph extension for Mount Harry Road, Hitchen Hatch Lane, St Botolphs Road, St John's Hill / Dartford Road and Seal Hollow Road, as proposed in Sevenoaks Town Council's Highway Improvement Plan

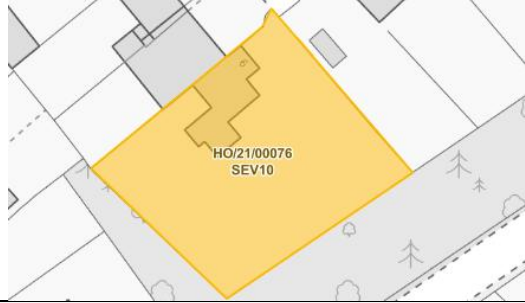
<b>SDC Allocation Reference:</b> ST0 SEV8	<b>Address:</b> DG Autos off Bradbourne Vale Road
<b>Ward:</b> St Johns	
<b>Allocation proposal:</b> 28 housing units	
<b>New or returning allocation?</b> New on Urban land	
<p>Sevenoaks Town Council welcomes the proposed allocation of DG Autos off Bradbourne Vale Road. It falls within the area of the St John's Masterplan and would, if taken forward, contribute to the realisation of the Masterplan.</p> <p>The two St John's sites (SEV8 and SEV15) should be considered together to ensure there is coherence of design and infrastructure provision. There is an opportunity to include in the development a rationalisation of the two carparks. Doing so might allow for the release of District Council-land and the creation of more residential and commercial units as well as public space.</p> <p>In accordance with the Sevenoaks Town Neighbourhood Plan and as both sites involve development of more than ten units, a Design Review Panel should be established and should be consulted on by the developers as part of the pre-application process and throughout the period of the development.</p> <p>Equally, the Community Advisory Panel should be established early in the process.</p> <p>Sevenoaks Town Council requests that the following infrastructure improvements be delivered either as part of the designs, or required for delivery under any future Section 106 agreement:</p> <ul style="list-style-type: none"><li>• Tree planting as recommended in the draft St John's Hill Area Masterplan</li><li>• A cycle route running through the site, as proposed in the draft St John's Hill Area Masterplan – including associated feasibility study, consultation, safety audit and delivery costs.</li><li>• Provision of a dedicated workshop or active use space within the site, as per the draft St John's Hill Area Masterplan.</li></ul>	

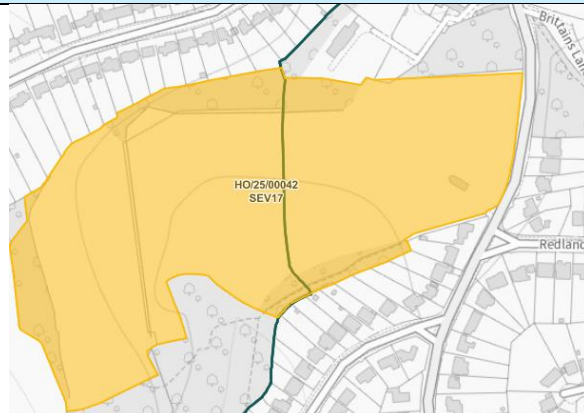
- Contribution towards, or delivery of, a zebra crossing just east of the Bat & Ball junction and linking the northern side of Bradbourne Vale Road to the site, as proposed in Sevenoaks Town Council's Highway Improvement Plan.
- Financial contribution towards, or delivery of a 20mph extension for Mount Harry Road, Hitchen Hatch Lane, St Botolphs Road, St John's Hill / Dartford Road and Seal Hollow Road, as proposed in Sevenoaks Town Council's Highway Improvement Plan

<b>SDC Allocation Reference:</b> HO/21/00118 SEV9	<b>Address:</b> Land off Morewood Close
<b>Ward:</b> Kippington	
<b>Allocation proposal:</b> 69 housing units	
<b>New or returning allocation?</b> New on Urban land	
<p>Sevenoaks Town Council stipulated that this site should be considered alongside the Station Development (SEV12) for impact on access points and highways.</p> <p>Sevenoaks Town Council requests that the following infrastructure improvements be delivered either as part of the designs, or required for delivery under any future Section 106 agreement:</p> <ul style="list-style-type: none"><li>• Removal of the gates under the “Morewood Arch”, located near Morewood Close and running under the railway, and delivery of a new quality walking and cycling route linking northern residential areas with the Station. This as per the Sevenoaks Town Integrated Transport Strategy, which forms an Appendix to the Sevenoaks Town Neighbourhood Plan and identifies the arch as a key opportunity for improving the pedestrian network and recommends that the underpass be upgraded and opened up to active travel movement.</li><li>• The addition of HGV restrictions on narrow country lanes such as Ashgrove Road, as per Sevenoaks Town Council’s Highway Improvement Plan</li></ul>	

<b>SDC Allocation Reference:</b> HO/21/00076 SEV10	<b>Address:</b> 9 Clare Way
<b>Ward:</b> Kippington	
<b>Allocation proposal:</b> 8 housing units	



<p><b>New or returning allocation?</b> New on Urban land</p>	
<p><u>Sevenoaks Town Council</u> raises <u>no</u> objections to the proposed housing allocation of 9 Clare Way, however would highlight that local residents have commented on the limited and challenging in parking in the area. The Town Council therefore advised that any development must ensure there is sufficient off-road parking.</p> <p>Finally, Sevenoaks Town Council requests that the following infrastructure improvement be delivered either as part of the designs, or required for delivery under any future Section 106 agreement:</p> <ul style="list-style-type: none"> <li>• Addition of HGV restrictions on narrow country lanes such as Ashgrove Road, as per Sevenoaks Town Council's Highway Improvement Plan</li> </ul>	

<b>SDC Allocation Reference:</b> HO/25/00042 SEV17	<b>Address:</b> Land west of Brittain's Lane
<b>Ward:</b> Part Kippington, part Riverhead	
<b>Allocation proposal:</b> 65 housing units	
<b>New or returning allocation?</b> New on Greenfield land	
<p>Sevenoaks Town Council notes that the inclusion of this site remains provisional, as the Grey Belt assessment and related evidence regarding Conservation Areas and the Kent Downs National Landscape (AONB) have not yet been published.</p> <p>Based on information currently available, Sevenoaks Town Council has concerns regarding the suitability of this Greenfield site for development. The site occupies a prominent and elevated position forming part of the setting of the Kent Downs National Landscape, lies adjacent to ancient woodland, and contributes to the rural character and openness of the area. Development is likely to result in a detrimental visual impact on the wider landscape, adversely affect views from the AONB, and harm the setting of the Brittain's Farm Conservation Area.</p> <p>The Town Council notes the findings of the Inspector's decision (April 2022 / Appeal dismissed), which concluded that:</p>	



- The site forms part of a valued landscape that should be protected and enhanced.
- Owing to its topography and openness, any development would be visually intrusive and harmful to the setting of the National Landscape (AONB).
- The scheme would fail to preserve the setting of listed buildings and the historic Brittain's Farmstead.

The Town Council considers these concerns to remain relevant, and no exceptional circumstances to have been demonstrated to justify development in this sensitive location. The Town Council also has concerns about access feasibility.

Pending publication of the outstanding evidence base, Sevenoaks Town Council therefore does not support allocation of this site in its current form.

Should the site proceed contrary to the above objection, Sevenoaks Town Council would seek the following as minimum infrastructure requirements to mitigate impacts:

- Affordable Housing: Minimum of 50% affordable provision secured by S106.
- Highway and Access: Comprehensive transport assessment, safe access arrangements to Brittain's Lane.
- Landscape and Biodiversity:
  - Retention and protection of existing mature trees and ancient woodland buffer zones.
  - Robust landscaping and visual screening to protect views from the Kent Downs and Conservation Area.
- On-site public open space with long-term management plan.
- Sustainability: Integration of low-carbon and energy-efficient design in accordance with Sevenoaks Town Neighbourhood Plan Policy D1.

<b>SDC Allocation Reference:</b> MX/21/00036 SEV12	<b>Address:</b> Sevenoaks Station and Car Park, Morewood Close
<b>Ward:</b> Kippington Ward <b>only</b> (with Town Ward section comments to follow)	
<b>Allocation proposal:</b> 420 housing units, TBC Ha employment site	
<b>New or returning allocation?</b> Returning on Urban land	

### Development brief details:

Mixed use for residential, retail, community and car parking

150+ dwellings per hectare

Approx. 400 residential dwellings

Proposals are required for early submission to Community Review Panel

Proposals are required to include a Design Code

Proposed typically 4 to 6 storeys, going up to 12 storeys west of the station (see below)



Indicative 3D birds-eye view from Northeast.



Indicative 3D birds-eye view from Southwest.



Indicative Building Heights



Sevenoaks Town Council records the following areas of concern for Planning Committee discussion:

- The below-highlighted areas from the Town Council's previous submission to the 2023 Regulation 18 Part 2 consultation, which it considers to remain highly pertinent:  
*"Sevenoaks Town Council recognises that this site is underutilised. **Sevenoaks Town Neighbourhood Plan (STNP)** identifies the station area as offering a significant opportunity for development that will transform the sense of arrival into Sevenoaks and could establish a new urban quarter for the town. It **continues that a scale typically four to six storeys is appropriate.***

*There is an opportunity in this location to create a mixed use, sustainable scheme which can support the existing community as well as provide new accommodation and make much needed improvements to the public realm. STC welcomes the*

*development brief vision of coherence for the area and 'exemplar public realm'.*

*STC is concerned, however, that the Draft Local Plan 'promotes' development of 184 units at the site but includes a Development Brief for 400+ units with several buildings at 8-12 storeys. This latter configuration would be out of keeping with the adopted policy of STNP and character of the town as a whole, placing towerblocks behind the Quarry Cottages, as well as affecting views from the Conservation Areas.*

*STC would therefore oppose such a proposal."*

- The proposed allocation has gone up from 184 in the last version of the Plan, seemingly disregarding the STC comments in the last consultation
- The indicative building heights appear to have been unchanged, and still include tower blocks of seven, eight (2), 10 and 12 storeys
- Five-story car park backing onto Quarry Cottages
- How does the emerging Master Plan affect this site?

Sevenoaks Town Council notes that Policy SEV1 alludes to the draft Town Centre Masterplan and promotes compliance with any recommendations within this to guide future development. While the Development Brief for this site acknowledges Policy SEV1 and the need for development proposals to conform with this policy and respond to Neighbourhood Plan priorities, it does not include the draft Masterplan in this specification. Sevenoaks Town Council therefore requests that this be added for clarity under the Design Requirements and Policy Priorities (under Site Overview), in the Development Brief.

Furthermore, the Development Brief for this proposed allocation notes that any emerging proposals for this site would need to go through an early-planning Community Review Panel as per Policy DE1, however does not allude to the further Design Advisory Panel which Policy DE2 would further require after this initial stage. The Town Council recommends that this be explicitly added to the Development Brief for clarity.

Finally, Sevenoaks Town Council requests that the following infrastructure improvement be delivered either as part of the designs, or required for delivery under any future Section 106 agreement:

- Signage and wayfinding as identified as an improvement opportunity in the draft Town Centre Masterplan
- Widened pavements with tree planting, as identified as an improvement opportunity in the draft Town Centre Masterplan
- New public open space "Station Square" to provide a welcome space, as proposed in the draft Town Centre Masterplan
- Delivery of a high-quality public realm scheme – including improvements to the pedestrian environment, minimising street furniture, and delivering new pedestrian crossings at desire lines – as proposed in the draft Town Centre Masterplan.
- Redesign of the main junction and realignment of crossing points to better suite pedestrian desire lines in order to improve safety, as per Sevenoaks Town Council's Highway Improvement Plan.
- Removal of the gates under the "Morewood Arch", located near Morewood Close and running under the railway, and delivery of a new quality walking and cycling route linking northern residential areas with the Station. This as per the Sevenoaks Town Integrated Transport Strategy, which forms an Appendix to the Sevenoaks Town Neighbourhood Plan and identifies the arch as a key opportunity for improving the

pedestrian network and recommends that the underpass be upgraded and opened up to active travel movement.

- Financial contribution towards, or delivery of reconfiguration of crossing points in the Town Centre to align with desired crossing points of pedestrians.
- Introduction of HGV “through traffic” movement restrictions, as per the Town Council’s Highway Improvement Plan and supported by the Sevenoaks Town Neighbourhood Plan.