

Sevenoaks Town Council

Minutes of the meeting of the Planning & Environment Committee Held on Monday 19 January 2026 in the Council Chamber, Town Council Offices, TN13 3QG

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

<https://youtube.com/live/d5lJvTsJZ5l>

Meeting commenced: 19:00

Meeting Concluded: 20:19

Present:

Committee Members

Quorum minimum of six members

Cllr Ancrum	Present	Cllr Layne	Present
Cllr Camp – Chair	Present	Cllr Michaelides	Present
Cllr Dr Canet	Present	Cllr O’Hara	Present, left at 19:45
Cllr Clayton – Mayor	Present	Cllr Shea – Leader	Present
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	Apologies
Cllr Gustard	Apologies	Cllr Wightman	Present

Also in attendance:

Town Clerk

Planning Committee Clerk

4 Members of the Public

PUBLIC QUESTION TIME

None.

592 - APOLOGIES FOR ABSENCE

As above.

593 - REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

594 - DECLARATIONS OF INTEREST

a) Cllr Clayton declared that he had been lobbied on behalf of the below planning applications, but that he remained open-minded to its contents:

- [Plan no. 5] 25/03201/LBCALT: Sevenoaks School, High Street
- [Plan no. 6] 25/03200/FUL: Sevenoaks School, High Street

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b) Cllr O'Hara declared that he had a non-pecuniary interest in the below planning application, due to his knowing the applicant. He did not take part in its discussion and abstained from voting on its recommendation:

- **[Plan no. 2] 25/02939/FUL – 1 Holly Bush Lane**

595 - MINUTES

The Committee received the AMENDED MINUTES of the Planning & Environment Committee Meeting held 5th January 2026, with note that the following amendments had been made since original publication on 6th January 2026:

- Addition of the Town Council's recommendation on 25/02167/MMA to the comment schedule
- Amendment of Minute number 561 as well as its resulting Resolution, to include the Committee's recorded objection to the proposed increase of Active Travel England's consultation criteria from 150 to 250 new homes.

It was RESOLVED that the amended minutes be approved.

596 - KENT COUNTY COUNCIL EARLY CONSULTATION ON PROPOSED PARKING RESTRICTIONS AND FOOTWAY IMPROVEMENTS

a) The Committee received notice that Kent County Council is consulting on its early proposals to implement parking restrictions as well as footway improvements at the junction of Seal Hollow Road and Hillingdon Avenue. It was noted that the proposals were part of their outstanding planning obligations secured under Condition 13 of the planning permission for KCC/SE/0095/2018 - Trinity School Site, Seal Hollow Road.

b) It was noted that the Town Council had since enquired as to whether the proposed parking restrictions could be pursued via a joint Traffic Regulation Order between Sevenoaks Town Council and Kent County Council. This was on the grounds that both parties are currently informally consulting on proposals to introduce similar parking restrictions at this location, and that administrative and financial costs to both parties could therefore be significantly reduced by combining resources.

c) The Committee received copy of the early proposed designs, and it was **RESOLVED** that the Town Council respond in support of the proposals, with the following stipulation:

- That the parking amendments need to be accompanied by a comprehensive pick-up and drop-off plan – produced and enforced in collaboration with Trinity School. This is to ensure that displaced parking is not simply transferred to nearby residential

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roads such as The Crescent and Pinewood Avenue.

597 - KENT COUNTY COUNCIL HAS MADE AMENDMENT 14: A WAITING RESTRICTIONS ORDER

- a) The Committee received notice that Kent County Council had published Has Made documents for its previously proposed Order for Amendment 14: a Waiting Restrictions Order on Harrison Way.
- b) Cllr Granville reported on feedback that she had received from local residents, who did not consider the new parking restrictions to have yet been particularly successful due to lack of compliance or enforcement.
- c) It was noted that reporting of parking violations and requests for parking enforcement, both for one-off as well persistent violations, could be submitted to Sevenoaks District Council's Parking Enforcement team.

598 - NEW TREE PRESERVATION ORDER MADE AT 26 GRANVILLE ROAD

The Committee received notice and plans of the following Tree Preservation Order which had been confirmed by Sevenoaks District Council:

- **06/2025: One pine tree within the front garden of 26 Granville Road**

599 - APPEALS

- a) The Committee received notice of the submission of the following appeal:

- **6001410: 25/00285/MMA - 85 Bayham Road**

b) It was noted that the Appeal would be proceeding under the Householder Appeals Service, therefore there was no opportunity to submit comments. Councillors noted that the Town Council could withdraw any previous representation, however this was not considered necessary.

c) It was noted that the full documentation may be accessed through the District Council's Appeals Portal, via the following link and under the reference 25/00042/RFMMA:

<https://pa.sevenoaks.gov.uk/online-applications/appealDetails.do?activeTab=documents&keyVal=T5900EBK0MR00>

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600 - STREET NAMING AND NUMBERING - NOTIFICATION OF NEW ADDRESS

The Committee received and noted confirmation of new addresses for the 56 apartments associated with the redevelopment of Pinehurst House Nursing Home, Pinehurst, which had been amended to 1-56 Wedgwood Court.

601 - 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 12th January 2026.

602 - PLANNING APPLICATIONS

a) Minute Item 602b 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. 2] 25/02939/FUL – 1 Holly Bush Lane (Against)**
- **[Plan no. 2] 25/02939/FUL – 1 Holly Bush Lane (For) – Written representation read aloud by the Chair, by prior agreement**

c) The following two applications were also moved further up the Agenda and considered after [Plan no. 2] due to time constraints of attendees. This also as per Standing Order 10.a.viii, outlined above.

- **[Plan no. 1] 25/02803/LBCALT: 3 Park Lane**
- **[Plan no. 7] 25/03426/house – 2 Hill Crest**

d) The Committee considered planning applications received during the two weeks ending 12th January 2026. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

603 - PRESS RELEASES

None.

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There being no further business the Chair closed the Meeting.

Signed

Chair

Dated

Arrangements for meetings which cannot be legally held as a Committee:

Delegated Authority - s.101 of the Local Government Act 1972

The above resolutions have since been approved by the Town Clerk, who has delegated authority to approve and / or make decisions on behalf of the Town Council where such a decision cannot be reasonably deferred and must be made in order to comply with a commercial or statutory deadline.

This arrangement has been implemented due to the Agenda having been published without three full "clear days" between publication and the meeting.

Planning Applications Considered

Applications considered on 19-1-26

1	Plan Number	Planning officer	Town Councillor	Agent
	25/02803/LBCALT	Abbey Aslett 29/01/2026	Cllr Layne	Fuller Long Limited
Applicant	House Name	Road	Locality	
Mr and Mrs Herron		3 Park Lane	Eastern	
Town	County	Post Code	Application date	
			08/01/26	

Conversion of garage to habitable room, associated changes to fenestration. New canopy porch. Removal of glazed roof to conservatory, to be replaced by flat roof with roof lantern. Installation of external insulation and cladding. Replacement (like for like) of windows to double glazing. New doors, new windows to orangery, repairs to carriageway doors. Repairs to chimney. Alterations to landscaping. Internal alterations: partial removal of walls between dining room, garden room, and kitchen; installation of a stud wall; increase floor height of garden room; reposition stud wall and increase width of two doorways on first floor; remove first floor WC; new wall and ceiling insulation; installation of new electrical fixtures and fittings.

Comment

Sevenoaks Town Council recommended approval, subject to the Conservation Officer being satisfied that:

- The design and materials of the replacement cladding remain in line with the original application and existing building
- That the structural changes and removal of the interior structural steel beam is both appropriate and sound.

Planning Applications Considered

Applications considered on 19-1-26

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/02939/FUL	Abbey Aslett 29/01/2026	Cllr Ancrum / Cllr Clayton	Willow Town And Country Planning Ltd
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Mrs F Bowes		1 Holly Bush Lane	Eastern	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			08/01/26	

25/02939/FUL - Amended plan

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.

A summary of the main changes are set out below:

Changes to the floor plans and elevations, including (but not limited to) changes to the roof pitch, the first floor gable has been further inset, internal layout refigured, first floor window confirmed as privacy glass and restricted hinge, following consultee and public comments.

Comment

Proposed by Cllr Clayton:

Sevenoaks Town Council recommended refusal on the following grounds:

- The proposals would neither protect nor enhance the Conservation Area, whose character is identified as being shaped in particular by this important grouping of listed and locally listed assets,
- The development would harm the setting of the neighbouring Grade II Listed Building at 2 Park Lane,
- The removal of existing trees on the site was considered unacceptable and harmful to the verdant character of the area, with no perceivable opportunity to mitigate this through replacement planting due to the requirements for foundations. This is contrary to Policy L4 of the Sevenoaks Town Neighbourhood Plan,
- The three new upper-floor windows would result in an unacceptable degree of overlooking and loss of privacy to the neighbours at No. 2 Park Lane.

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03027/FUL	Sean Mitchell 28/01/2026	Cllr Skinner	OPEN architecture
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>	
Green Door Capital Limited - Mr M Jones		93 Hitchen Hatch Lane	St Johns	
<i>Town</i>	<i>County</i>	<i>Post Code</i>	<i>Application date</i>	
			07/01/26	

Extensions, fenestration alterations and internal alterations to existing building to allow for an additional flat. Demolition of existing garage to facilitate the erection of new build three storey block containing 6 flats, landscaping alterations, bin store, enclosed substation and associated works.

Comment

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 19-1-26

4	Plan Number	Planning officer	Town Councillor	Agent
	25/03100/HOUSE	Summer Aucoin 28/01/2026	Cllr Shea	Chris Saunders Associate
Applicant		House Name	Road	Locality
Mr N Quinton			25 Broomfield Road	Northern
Town		County	Post Code	Application date
				07/01/26
Demolition of single storey extension to be replaced with two storey extension with canopy at front. Alteration to fenestration. Internal changes. Dropped kerb with alteration to drive to provide additional off road parking. Patio area. EV charger.				

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that the materials are consistent with the Residential Character Area Assessment and existing palette of the streetscene – and particularly that of its neighbour.

5	Plan Number	Planning officer	Town Councillor	Agent
	25/03200/FUL	Sean Mitchell 30/10/2026	Cllr Granville	Tim Ronalds Architects
Applicant		House Name	Road	Locality
Sevenoaks School (Mrs A Pers)		Sevenoaks School	High Street	Town
Town		County	Post Code	Application date
				09/01/26
Change of use, extension and conversion of Hoopers House and workshop to create 18 new en-suite bedrooms Joining with the rear of no 24. Alteration to fenestration and installation of dormers. Creation of new courtyard garden and boundary wall. Installation of PV panels to the roof of the new extension. Erection of new entrance porch to 18a, alterations to fenestration including the installation of rooflights. Removal of lean-to sheds and installing of ramps. Single storey extensions in rear gardens of no 14 and 16. Erection of first-floor link extension to No.16. Alteration to fenestration of nos. 18-24 including new rooflights. Hard and soft Landscaping. Removal of loggia roof brick boundary wall and existing sheds. Installation of Air Source Heat Pumps with enclosure to east of the site. Installation of proposed attenuation tank to rear garden of no 18.				

Comment

Sevenoaks Town Council recommended approval, subject to the Conservation Officer being satisfied with the designs as they progress through the planning process, and that the balance of preserving a heritage building has been met.

Planning Applications Considered

Applications considered on 19-1-26

6	Plan Number	Planning officer	Town Councillor	Agent
	25/03201/LBCALT	Sean Mitchell 30/01/2026	Cllr Granville	Tim Ronalds Architects
Applicant		House Name	Road	Locality
Sevenoaks School (Mrs A Perris)		Sevenoaks School	High Street	Town
Town		County	Post Code	Application date
				09/01/26
Internal alteration to facilitate conversion into 18 en-suite bedrooms and opening up of external walls to facilitate new extensions of Hoopers House and workshop. Alteration to fenestration to hoopers house. Internal reconfiguration and the creation of new openings of 18a with link to no.16. Removal and re-routing of existing staircases and installation of new staircase within no 18-24. Formation of opening to connect basements in no. 20-24. Internal alterations including reinstatement of partition wall. Installation of new bathrooms and alteration of ceilings within Nos. 18-24. Installation of new platform lifts. Alteration to fenestration to nos 18-24. Installation of new partitions within nos. 14 & 16.				

Comment

Sevenoaks Town Council recommended approval, subject to the Conservation Officer being satisfied with the designs as they progress through the planning process, and that the balance of preserving a heritage building has been met.

7	Plan Number	Planning officer	Town Councillor	Agent
	25/03426/HOUSE	Zoe Dommett 21/01/2026	Cllr O'Hara	Waterlake Designs
Applicant		House Name	Road	Locality
Mr C Du Sautoy			2 Hill Crest	Northern
Town		County	Post Code	Application date
				30/12/25
Loft extension to provide additional bedroom and bathroom with two dormer windows and rooflights. Creation of rear glass conservatory with associated landscaping. Alterations to porch.				

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that the change in the roofline will not constitute an over-dominant or damaging addition to the streetscene.

Planning Applications Considered

Applications considered on 19-1-26

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03474/FUL	Summer Aucoin 22/01/2026	Cllr Clayton	Howard Sharp And Partne
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
A and O Adeleye			14 Hillside Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				31/12/25
Erection of two storey detached dwelling with off-street parking, landscaping and associated works.				

Comment

Sevenoaks Town Council recommended approval, provided that:

- The window facing downhill towards Seal Hollow Road is obscure glazed to avoid overlooking,
- Conditions are imposed to avoid unnecessary loss of trees and hedges on the boundaries, and that any damage to boundaries are reinstated, as per Policy L4 of the Sevenoaks Town Neighbourhood Plan
- Permitted development rights are limited so that the overall height of the building cannot be increased, in order to avoid future extensions which could dominate the neighbouring house on Seal Hollow Road.

9	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03503/CONVAR	Christopher Park 20/01/2026	Cllr Clayton	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr N Gordon			1C Wickenden Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				29/12/25
Variation of condition 3 (materials) 25/01916/HOUSE to Demolition of garage and one chimney. Part single/part two storey side extension, part single/part two storey rear extension, single storey front extension and repositioning of front door, internal alterations and new permeable resin driveway. Addition of rear high retaining wall and associated hard landscaping. Alterations to fenestration and installation of rooflights. with amendment to change the roof tiles to smooth grey Double Roman concrete roof tiles with smooth grey half-round concrete ridge tiles.				

Comment

Sevenoaks Town Council recommended refusal on the following grounds:

- Use of grey tiles would be out of keeping with the other half of the terrace containing No. 1C
- Red tiles are identified in the local Residential Character Area Assessment as a unifying feature, therefore using grey for this house would harm the street scene.

10	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03508/FUL	Sean Mitchell 02/02/2026	Cllr Michaelides	H A Plans And Design
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
J H Lorimer Ltd - Mr R Patel		Lorimers	78 - 78A High Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				12/01/26
Removal of existing side window, and installation of a new door to create side access for maintenance.				

Comment

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

Planning Applications Considered

Applications considered on 19-1-26

11	<i>Plan Number</i> 25/03539/HOUSE	<i>Planning officer</i> Christopher Park 28/01/2026	<i>Town Councillor</i> Cllr Wightman	<i>Agent</i> Open Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr J Ringer		The Granary, Blackhall Place	Blackhall Lane	Wilderness
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				07/01/26
Two storey rear extension and first floor extension to rear. Rooflights. Associated hard and soft landscaping to reconfigure rear paved areas. Enlarge parking area to the front with hardstanding.				

Comment

Sevenoaks Town Council recommended approval.

12	<i>Plan Number</i> 25/03558/HOUSE	<i>Planning officer</i> Summer Aucoin 27/01/2026	<i>Town Councillor</i> Cllr Daniell	<i>Agent</i> Designhand
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr J Osman			16 Lea Road	Kippington
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				06/01/26
Construction of new porch to front of property.				

Comment

Sevenoaks Town Council recommended approval.

13	<i>Plan Number</i> 25/03573/FUL	<i>Planning officer</i> Samantha Yates 02/02/2026	<i>Town Councillor</i> Cllr Michaelides	<i>Agent</i> Plan It UK
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Your Space Sevenoaks Limited Mr S Blake		CTCS Group, Alexander House	39 London Road	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				12/01/26
Changing glass porch to brick porch.				

Comment

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