

Sevenoaks Town Council

**Minutes of the meeting of the Planning & Environment Committee
Held on Monday 16 March 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/I0nFU5MW_eI

Meeting commenced: 19:00

Meeting Concluded: 20:24

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
Cllr Clayton – Mayor	Present	Cllr Shea – Leader	Present
Cllr Daniell – Deputy Leader	Apologies	Cllr Skinner OBE – Vice Chair	Present
Cllr Dr Dixon	Present	Cllr Varley	Apologies
Cllr Granville – Deputy Mayor	Apologies	Cllr Willis	Present
Cllr Gustard	Apologies	Cllr Wightman	Present

Also in attendance:

Town Clerk

Planning Committee Clerk

PUBLIC QUESTION TIME

Cllr Shea addressed the Committee to congratulate the Town Clerk on her significant achievement of being elected Vice President of the International Institute of Municipal Clerks by colleagues representing 11 regions, including North America.

It was noted that her appointment marked the election of the first non-North-American Clerk in the organisation’s 80 year history, an accomplishment regarded as both historic and a testament to her dedication, professionalism and work-ethic.

The Town Clerk was presented with flowers and a gift in recognition of her achievement and the Councillors’ appreciation.

697 - APOLOGIES FOR ABSENCE

As above.

698 - REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

699 - DECLARATIONS OF INTEREST

a) Supporting representation was received and forwarded to all Councillors, from the agent of the following applications:

- **[Plan no. 3] 25/03542/HOUSE (AMENDED) – 3A St John’s Road**

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- **[Plan no. 4] 25/03543/LBCALT (AMENDED) – 3A St John’s Road**

b) Cllr Skinner and Cllr Ancrum declared that they had a pecuniary interest in the following applications, as they related to their adjacent neighbour. Cllr Skinner spoke against the applications under Minute Number 709b, however vacated the room along with Cllr Ancrum while the applications and their subsequent recommendations were discussed:

- **[Plan no. 3] 25/03542/HOUSE (AMENDED) – 3A St John’s Road**
- **[Plan no. 4] 25/03543/LBCALT (AMENDED) – 3A St John’s Road**

700 – MINUTES

The Committee received the MINUTES of the Planning & Environment Committee Meeting held 2nd March 2026.

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

701 - SEVENOAKS DISTRICT COUNCIL - UPDATE ON ITS LOCAL PLAN CONSULTATION RESPONSES

a) The Committee received notice that Sevenoaks District Council had published a high-level analysis of responses received to its Regulation 18 public consultation on its emerging Local Plan.

b) It was noted that a consultation summary report, as well as response-analysis reports for the proposed policies and allocations are available via the Agenda papers for Sevenoaks District Council's Development & Infrastructure Advisory Committee held on 5th March 2026, or directly via the below link:

<https://cds.sevenoaks.gov.uk/ieListDocuments.aspx?CId=361&MId=3569&J=1>

c) The Planning Committee Clerk summarised the three response-analysis reports as follows:

- **Responses to proposed Policies:** She reported that the Town Council’s key comments had been recognised in most of the response summaries as well as in the Officer responses which outlined how the District Council’s Planning team intended to respond to requested amendments. While still high level and non-definitive as to whether suggested changes would be incorporated, the report set out next steps as to how matters raised during the consultation may be addressed prior to Regulation 19.
- **Responses to proposed site allocations:** Contrastingly, while this report also recognised the Town Council’s comments to proposed site allocations within the response summaries, the Planning Committee Clerk reported that indication had not been provided as to whether and how feedback would be addressed in the next iteration of the draft Local Plan. She further noted that the majority of sites,

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excluding the most controversial, had received a considerably low number of quantitative responses.

- **Responses to evidence base documents:** This report summarised feedback received on the evidence base documents, which the Town Council had not submitted commentary on.

d) Cllr Clayton expressed his concern that the strong proportion of local objection versus support of the draft Local Plan and its two proposed site Options – being 71% against both – not been appropriately addressed within the reports. He further noted that the District Council’s Development & Infrastructure Advisory Committee had not been permitted to substantially discuss nor agree any action to be taken with regards to the reports, and had been restricted to solely noting their contents.

e) It was **RESOLVED** that the Town Council write to Sevenoaks District Council’s Planning Policy team, outlining its concern with the volume of public opposition against the two site Options explored in the Regulation 18 draft Local Plan, and expressing its anticipation for hearing how the District Council intends to respond to and reflect public feedback within the Regulation 19 consultation on its revised contents.

702 - DEVELOPMENT MANAGEMENT COMMITTEE

a) Councillors noted with considerable regret that the below application had been GRANTED by Sevenoaks District Council's Development Management Committee on 12th March 2026.

- **25/03306/HOUSE - 26 Vine Court Road**

b) It was noted that Cllr Ancrum had attended to speak on behalf of the Town Council, with decision to do so having been made under Chair’s Action, with delegated authority to the Chair with approval of the Chief Executive. This was due to the nomination being required before the next Planning & Environment Committee.

c) Cllr Clayton advised the Committee of his intention to write to both the Chair of the Development Management Committee as well as the application’s Case Officer to report on his dissatisfaction with the accuracy of information provided to its Members. This was particularly in relation to loss of the magnolia tree, the removal of which he considered to be contrary to the Conservation Area Management Plan.

d) Councillors contemplated whether they should consider reviewing and submitting Tree Protection Orders for trees within the Conservation Area considered to be of high amenity, character and biodiversity value to their setting.

703 - CONFIRMATION OF NEW TREE PRESERVATION ORDER AT 26 GRANVILLE ROAD

The Committee received notice that the below Tree Preservation Order, which the Town Council had received initial notification of on 19th January 2026, was confirmed without

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modification by Sevenoaks District Council's Development Management Committee on 19th February 2026:

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

704 - KENT COUNTY COUNCIL HAS MADE AMENDMENT 1: TRAFFIC MOVEMENTS ORDER

a) The Committee received notice that Kent County Council had published Has Made documents for its previously proposed Order for Amendment 1: a Traffic Movements Order between London Road and Robyns Way. It was noted that the effect of the Order is to remove the Cycle Prohibition from the footpath from its junction with London Road to its junction with Robyns Way.

b) Cllr Shea recorded her optimism that the Order's adoption, which had been proposed in order to facilitate the East to West walking and cycling route, had finally been secured and considered that this would significantly increase its usability.

705 - KENT COUNTY COUNCIL HAS MADE AMENDMENT 10: A WAITING RESTRICTIONS ORDER - DARTFORD ROAD

The Committee received notice that Kent County Council had published Has Made documents for its previously proposed Order for Amendment 10: a Waiting Restrictions Order on Dartford Road. It was noted that the effect of the Order is to replace double yellow line waiting restrictions with a zebra crossing.

706 - KENT COUNTY COUNCIL HAS MADE AMENDMENT 15: A WAITING RESTRICTIONS ORDER - BRADBOURNE VALE ROAD

The Committee received notice that Kent County Council had published Has Made documents for its previously proposed Order for Amendment 15: a Waiting Restrictions Order on Bradbourne Vale Road. It was noted that this had been previously advertised under Amendment 58, with the effect of the Order being to install or amend waiting restrictions to facilitate the East to West cycling route.

707 - KENT COUNTY COUNCIL PROPOSED AMENDMENT 16: A WAITING RESTRICTIONS ORDER

a) The Committee received notice that Kent County Council had published deposit documents for its proposed Order for Amendment 16: a Waiting Restrictions Order on Filmer Lane. It was noted that the effect of the order is to install double yellow lines on the west side from a point 17.5 metres north of its junction with Seal Road, for a distance of 18 metres in a northerly direction.

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b) It was noted that representations supporting or objecting to the proposed Order could be made via Kent County Council's website. This was not considered necessary, as Councillors did not have a strong opinion either for or in against its introduction.

708 - KENT COUNTY COUNCIL - PUBLIC CONSULTATION ON PROPOSED CHANGE TO ITS PUBLIC RIGHTS OF WAY STATEMENT OF PRIORITIES

a) The Committee received reminder that Kent County Council is consulting on a proposed amendment to its Statement of Priorities for processing Section 53 applications to record Public Rights of Way.

b) It was noted that all documents relevant to the consultation, including supporting documents and opportunity to comment, are available to view via the following webpage: https://letstalk.kent.gov.uk/prow-statement-of-priorities?utm_source=ehq_newsletter&utm_medium=email&utm_campaign=ehq-Public-Rights-of-Way-Statement-of-Priorities-consultation&utm_campaign=website&utm_medium=email&utm_source=ehq

c) The Committee received reminder that the Planning & Environment Committee had resolved on 2nd March 2026 to seek and defer to the opinion of the Sevenoaks Society due to its expertise in the area. The Society has since confirmed its support of the proposal, on the following grounds:

"Whilst the obvious answer is to increase resources to cope with the increased volume, we assume that is unlikely to happen. Therefore the proposal is sensible as 20 year user claims are likely to be more pressing than historical claims, and keeping those paths open to the public is very important.

The current surge of historical claims, for the reasons you explain, should not hold back user claims, so the plan to alternate them seems the best compromise."

d) It was **RESOLVED** that the Town Council's endorse and reiterate the Sevenoaks Society's support in its own response to the consultation.

709 - PLANNING APPLICATIONS

a) Minute Item 709b 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. 3] 25/03542/HOUSE – 3A St John's Road (Against)**

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- **[Plan no. 3] 25/03542/HOUSE – 3A St John’s Road (For) – Written representation read aloud by the Chair**

c) The Committee considered planning applications received during the two weeks ending 9th March 2026. **It was RESOLVED** that the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

710 - PRESS RELEASES

It was **RESOLVED** that the following Press Releases be issued:

- Announcing the Town Clerk’s significant achievement of being elected Vice President of the International Institute of Municipal Clerks
- Detailing the Town Council’s letter of concern as to the volume of local opposition to the District Council’s draft Local Plan, and its anticipation for hearing how this will be addressed in its next issue
- Expressing the Town Council’s support of the designation of the footpath between Robyns Way and London Road for use of cyclists*

*The Committee had also wished to endorse the inclusion of the Morewood Arch in the footpath’s redesignation, but this has since been investigated and confirmed as **not** included within the route.

There being no further business the Chair closed the Meeting.

Signed

Chair

Dated

Planning Applications Considered

Applications considered on 16-3-26

1	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	24/01040/ADV	Abbey Aslett 23/03/2026	Cllr Willis	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Beauty By Carmel & Co		First Floor	8 Dorset Street	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				02/03/26
Installation of 2 signs with lighting.				

Comment

Sevenoaks Town Council recommended refusal on the grounds that it considered the design to be too large and strident, detracting from the prominence and setting of the Listed Building and Conservation Area within which the building sits.

2	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03187/HOUSE	Zoe Dommett 19/03/2026	Cllr Camp	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Ms C Ward			14 Bradbourne Park Road	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				26/02/26
Single-storey rear extension.				

Comment

Sevenoaks Town Council recommended approval, provided the Planning Officer is satisfied that there will be no loss of amenity to the neighbour.

Informative:

The Town Council queried whether a Certificate B would be relevant in view of potential overhanging guttering on the flank against the site boundary.

Planning Applications Considered

Applications considered on 16-3-26

3	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03542/HOUSE	Summer Aucoin 24/03/2026	Cllr Dr Dixon	OPEN Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mrs A Ramadoro			3A St Johns Hill	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/03/26

25/03542/HOUSE - Amended plan

A replacement single storey rear extension with roof lanterns, internal alterations and a rooflight.

A summary of the main changes is set out below:

The planning agent has provided an additional drawing.

Comment

Sevenoaks Town Council recommended refusal, unless the Planning Officer is both satisfied and has received plans which accurately demonstrate that:

- The amenity and right to light of No. 3 will not be significantly impacted by the raised height of the new extension
- That the proposals pass the 45 degree light test with regard to the gallery room, which it considered should be classed as habitable.

Informative:

The Town Council considered that clear elevation plans detailing the precise height measurements for the extension to be required, in order to accurately assess any potential impact to neighbour amenity and light.

4	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	25/03543/LBCALT	Summer Aucoin 24/03/2026	Cllr Dr Dixon	OPEN Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mrs A Ramadoro			3A St Johns Hill	St Johns
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/03/26

25/03543/LBCALT - Amended plan

A replacement single storey rear extension with roof lanterns, internal alterations and a rooflight.

The planning agent has provided an additional drawing.

Comment

Sevenoaks Town Council recommended refusal, unless the Planning Officer is both satisfied and has received plans which accurately demonstrate that:

- The amenity and right to light of No. 3 will not be significantly impacted by the raised height of the new extension
- That the proposals pass the 45 degree light test with regard to the gallery room, which it considered should be classed as habitable.

Informative:

The Town Council considered that clear elevation plans detailing the precise height measurements for the extension to be required, in order to accurately assess any potential impact to neighbour amenity and light.

Planning Applications Considered

Applications considered on 16-3-26

5	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00123/MMA	Samantha Yates 19/03/2026	Cllr Wightman	Stephen Langer Associat
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Veloso		Site of Tanglewood	Parkfield	Wilderness
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				26/02/26
Amendment to 22/02834/FUL with changes to retaining the Georgian front element with a more contemporary element to the rear.				

Comment

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that there are no issues of overlooking or loss of amenity to neighbours.

6	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00179/OUT	Christopher Park 24/03/2026	Cllr Willis	Kate Drummond Trust
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr J Greig			10 Oak Lane	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/03/26
Outline application for demolition of a double garage and erection of three self build one bedroom flats with solar panels, together with a new single garage with associated drive, turning space and parking in the grounds of 10 Oak Lane, Sevenoaks with some matters reserved except for access, appearance, layout and scale.				

Comment

Sevenoaks Town Council recommended refusal on the grounds of overdevelopment by virtue of the proposed height, scale and massing, as well as concerns with the access being on a very fast, blind corner of Oak Lane, and of potential impact to the adjacent public footpath.

Informative:

The Town Council noted that self-build planning applications are exempt from delivering a 10% Biodiversity Net Gain, however questioned the applicability of this designation to multiple one-bed flats within a single building. It considered that a self-build scheme would be unworkable in practice, and any exemption from Statutory Biodiversity obligations therefore regrettable.

7	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00248/HOUSE	Zoe Dommett 18/03/2026	Cllr Clayton	Real Design
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Long			33 Vine Court Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				25/02/26
Joining of two existing front dormers, adjustment to the flank dormer, removal of a chimney stack and a replacement patio with associated landscaping.				

Comment

Sevenoaks Town Council recommended approval, provided the Conservation Officer is content, and that the Planning Officer is satisfied there is no additional overlooking of windows in No. 35.

Planning Applications Considered

Applications considered on 16-3-26

8	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00250/HOUSE	Christopher Park 24/03/2026	Cllr Clayton	Sevenoaks Plans Ltd
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr & Mrs Hadris			18 Wildernesse Mount	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/03/26
<p>Proposed demolition of existing garage and carport; construction of a two-storey side extension and single-storey rear extension with rooflights; formation of an open porch; alterations to the roof including front and rear dormers and a side rooflight; installation of solar panels; alterations to fenestration and internal layout; provision of soft and hard landscaping to the rear garden; enlargement of the front driveway and car parking area including new entrance gates and extension of the dropped kerb.</p>				

Comment

Sevenoaks Town Council recommended refusal on the following grounds:

- Loss of light to the neighbouring house at No. 16
- A cramped development which overcrowds the neighbouring property and is out of keeping with the Residential Character Area Assessment.

9	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00265/HOUSE	Summer Aucoin 18/03/2026	Cllr Michaelides	Sharpe Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr C Stone			27 Knole Way	Town
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				25/02/26
<p>Removal of conservatory, new rear extension, replacement of dormers, new timber cladding, new roofing and extended raised terrace. Landscaping including new gates and walls. Alterations to fenestration</p>				

Comment

Sevenoaks Town Council recommended approval, provided the Arboricultural Officer is satisfied that the trees with Tree Protection Orders as well as those providing important screening at the site's border will be both retained and sufficiently protected.

10	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00294/LBCALT	Abbey Aslett 30/03/2026	Cllr Granville	N/A
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr A Monk			11 Six Bells Lane	
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				09/03/26
<p>Internal alteration to remove a modern studwork partition and modern door separating the utility and bathroom. Box out at low level a section of the bathroom to conceal plumbing and the WC cistern, and to install a small piece of joinery beneath the stair. To apply a bamboo floor covering over the existing timber floor boards to the living, kitchen and dining areas, and to apply a cork floor covering over the existing timber floor boards to the bathroom.</p>				

Comment

Proposed by Cllr Willis, with Cllr Granville's apologies:

Sevenoaks Town Council recommended approval, provided the Conservation Officer is satisfied with the proposal.

Planning Applications Considered

Applications considered on 16-3-26

11	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00318/FUL	Summer Aucoin 24/03/2026	Cllr Layne	Mr D Hook
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mrs R Hook		Flats 1-10, Edenderry Court	13 and 14 Bayham Road	Eastern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				03/03/26
Replacement and enlargement of an existing 1st floor balcony to Flat 9 Edenderry Court				

Comment

Sevenoaks Town Council recommended approval, providing the Building Control Officer is satisfied with the construction and provided that there are no issues regarding privacy to neighbours.

12	<i>Plan Number</i>	<i>Planning officer</i>	<i>Town Councillor</i>	<i>Agent</i>
	26/00338/HOUSE	Zoe Dommett 23/03/2026	Cllr Shea	Level Architecture
<i>Applicant</i>		<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr M Kiddie			192 Seal Road	Northern
<i>Town</i>		<i>County</i>	<i>Post Code</i>	<i>Application date</i>
				02/03/26
Garage conversion into a habitable space with internal alterations and roof lights.				

Comment

Sevenoaks Town Council recommended approval.