

OTFORD PARISH COUNCIL	Parish Clerk: Sharon Palmer 01959 524808 Email: clerk@otfordpc.co.uk	The School House 21 High Street Otford Sevenoaks Kent TN14 5PG
--------------------------------------	---	---

MINUTES of a MEETING of the OPC PLANNING COMMITTEE at The School House on Wednesday 16 August 2017 from 9:15am

Present: Cllr M Whitehead (in the Chair), Cllr N Rushby, Mr R Shelton (co-opted).

Also Present: District Councillor J Edwards-Winsor

Public Forum

Mr Shelton raised the topic of the Heritage Information Boards. Cllr Edwards-Winsor advised that he has spoken to Sevenoaks District Council regarding the planning requirements and Mr Shelton will complete the required forms and submit samples as required.

Vestry Estate. Following concerns that have been raised in the Northern Sevenoaks Masterplan and the Sevenoaks District Council Local Plan Consultation, it was noted that any arguments raised need to be evidence based. As such, Mr Shelton has produced a document showing all the businesses operating from the Vestry Estate and any empty units. An additional document showed areas of land identified for potential development within Otford in the Local Plan Consultation. A final map showed areas of undeveloped land owned by Sevenoaks District Council in the area close to the Vestry Estate. It was agreed that a letter is written to all businesses on the Vestry Estate giving a brief outline of the proposals contained in the Northern Sevenoaks Masterplan and asking for responses to questions concerning the potential future location of their business if the Masterplan/Local Plan is approved.

Green Car Park. Following discussions concerning any planning implications of a Green Car Park, it was agreed that information will be sought regarding car parks in the Green Belt. Mr Shelton will take road measurements to provide possible road access options. Surface treatments will be considered.

1. Apologies for Absence - None.
2. Declarations of interest not previously notified - None.
3. Minutes of the previous meeting. It was RESOLVED that the Minutes of the previous meeting held on 2 August 2017 were agreed and signed as being an accurate record of the meeting.
- 4 a. New applications – To submit application responses for the applications below and any other applications that require a response before the next meeting of the Committee.

Application reference	Address	Description	OPC Recommendation	SDC Decision
SE/17/02339/HOUSE	12 Orchard Road, Otford	Two storey side, single storey rear extensions and rear dormer with Juliet Balcony. Comments by 17 August 2017.	Otford Parish Council objects to the application. The Juliet Balcony on the third floor is a cause of overlooking, especially with the long length windows.	

			There is insufficient parking for the number of bedrooms which is contrary to Policy T2 of the ADMP and associated Appendix 2 of the ADMP. The Materials description is insufficient. The closure of the space between buildings is contrary to the Oxford VDS. This would be partially ameliorated with a hipped roof.	
SE/17/02407/MMA	83a Pilgrims Way West, Oxford	Minor Material Amendment to application SE/16/02221/HOUSE for the demolition of existing conservatory. Raising of the roof to incorporate a new first floor, conversion of garage into habitable two storey side and single storey rear and side extensions to show the reduction of rear gable and internal alterations. Comments by 25 August 2017.	Oxford Parish Council supports the application which is a minor modification to the previously approved application.	
SE/17/02249/HOUSE Amended Application	Foxhole, 14 Greenhill Road, Oxford	Demolishing existing garage. Erection of a two storey double garage, to include a swimming pool room and a gym room in the roof with roof lights. Amendment: Revised plans. Comments by 25 August 2017.	Oxford Parish Council supports the application and notes the amended plans.	
4.b Results				
SE/17/01017/FUL	7 & 9 High Street, Oxford	Change of windows.	Support	Granted
SE/17/01679/HOUSE	The Gables, Tudor Crescent, Oxford	Erection of a detached glasshouse.	Objection	Granted
SE/17/01793/HOUSE	10 Hale Lane, Oxford	Erection of single storey rear extension and alterations to front elevation fenestration.	Support	Granted
SE/17/01442/HOUSE	Broughton Manor, High Street, Oxford	Demolition of existing greenhouse base and construction of new machinery store.	Objection	Refused

5. District Councillor's Report

District Councillor Edwards-Winsor referred to the Issues and Options (Local Plan) Consultation. A letter will be delivered to all households in the District providing information about the consultation and a copy of the response form. Information will also be provided on how to access the consultation online. Details will also be available in a special issue of the In Shape magazine. Results will be issues in December 2017 and will be published in the In Shape magazine.

6. Other

SE/17/02186/HOUSE – Martins, Shoreham Road, Oxford. Development: Proposed single storey side extension and external alterations.

This application is no longer valid due to discrepancies in the scaling of both the Location Plan and Block Plan for the site. As such this application cannot be viewed on the SDC website.

SDC Local Plan Consultation.

Planning Teams from Sevenoaks District Council will be holding Open Days to answer questions regarding the Local Plan.

Members of the public can attend an open day on 11 September from 2 – 8pm at the Sevenoaks District Council Office in Argyle Road, Sevenoaks.

A special open evening will be held for District Councillors and Parish Councillors only on 7 September 2017 in Oxford from 7:30-9pm. This is to enable Councillors to ask questions prior to the public open day.

Neighbourhood Plan.

The possibility of producing a Neighbourhood Plan were discussed. It was agreed that further investigation will be required before a final decision can be made.

Date of next meeting: 30 August 2017 at 9:15am in The School House.