

<p><b>OTFORD PARISH COUNCIL</b></p>	<p>Parish Clerk: Sharon Palmer 01959 524808</p> <p>Email: clerk@otfordpc.co.uk</p>	<p>The School House 21 High Street Otford Sevenoaks Kent TN14 5PG</p>
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**MINUTES of a MEETING of the OPC PLANNING COMMITTEE at The School House on Wednesday 19 August 2015 from 9:15am**

Present: Cllr M Whitehead (in the Chair), Cllr J Edwards-Winser (District Councillor), Cllr J Verrall and Mr R Shelton (co-opted).  
Also Present: Mrs S Palmer (Clerk)

Public Forum: Mr Sheldon pointed out that the new fence around the Scout Hut, the update to the Village Design Statement and the meeting scheduled with Network Rail will be discussed later in the meeting.

It was AGREED that an additional member of the Planning Committee will be sought from amongst the Parish Council.

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 be signed as an accurate record of the meeting.
- 4 a. New applications – The following consultation responses for the applications below and any other applications that require a response before the next meeting of the Committee will be submitted to Sevenoaks District Council.

Application reference	Address	Description	OPC Recommendation	SDC Decision
SE/15/01748/ HOUSE Amended Application	Holmewood, 8 Bubblestone Road, Otford	Double storey extensions to the right hand flank and rear, single storey extension to the left hand side. Demolition of the existing single storey rear extension. New crossover. <b>Amendment:</b> Replacement plans. Comments by 24 August 2015.	<b>Support</b>	
SE/15/01885/ FUL	Hatcham House, St Michaels Drive, Otford	Installation of windows to the south and south-east elevation of the pre-preparatory school to facilitate use of internal void. Comments by 24 August 2015.	<b>Support with the following additional comment: Stray lighting from the building is affecting the amenity of the</b>	

			<b>local residents. We recommend blinds are installed in all the windows.</b>	
SE/15/02083/ FUL	Bartram Farm House, Old Otford Road, Sevenoaks TN14 5EZ	Installation of a telecommunication mast, associated equipment and access to replace existing mast located approx. 85 metres to the South West. Comments by 26 August 2015.	<b>Support. The Parish Council would be interested in what the effect will be on the inhabitants of the proposed office building with outline planning consent. An Effective Radiated Power report and a Spectral Density Plot would have been useful.</b>	
PAG/KCC/SE/ 0265/2015	Oxford Primary School, High Street, Oxford	Permanent planning permission for the existing 2 classroom modular building. Comments by 1 September 2015.	<b>Objection. Oxford Parish Council cannot accept a permanent installation of the mobile classrooms. The temporary building lies in the Green Belt and no special circumstances have been demonstrated. OPC would however support a continuation of the temporary status, for a defined limited period, for these mobile classroom units.</b>	
SE/15/00628/ OUT Amended Application	Fort Halstead, Crow Drive, Halstead	Outline planning permission for the demolition of buildings and development of a mixed use development. Amendment: Changes to Polhill access – proposing a roundabout. Provision of additional employment land. Non-vehicular access improvements to Knockholt. Retention of building M2. Recycling facilities. Additional information clarifying the landscape impact of any future proposed energy centre/laboratory use of the site. Amendments to the biodiversity and ecological mitigation proposed. Building heights parameter plan amended to refer to maximum number of storeys, not height. Amendments to internal pedestrian /cycle links. Further	<b>Support. Oxford Parish Council would like to see a Vehicle Impact Study carried out in Otford at the following locations: The bridge over the M25, Otford High Street, Shoreham Road and Sevenoaks Road as the application does not make any reference to possible impact of additional traffic in these areas</b>	

		information on affordable housing and viability. Draft legal agreement. Revised position for Qinetiq fence. Additional information regarding the proposed heritage centre. Comments by 26 August 2015.	<b>that are already very busy.</b>	
SE/15/01766/ HOUSE Amended Application	57 Pilgrims Way West, Oxford	Demolition of existing garage and rear extension, removal of existing roof. The erection of a new side/rear extension, raising of new roof to accommodate a new first floor with front and rear dormers.  <b>The description of the proposed development has been amended as follows:</b>  Demolition of existing garage and rear extension, removal of existing roof. The erection of new side/rear extensions.  Any further comments are due by 31 August 2015.	<b>OPC noted the amended description and will not be making any further comments.</b>	
SE/15/02380/ FUL	Quaife Engineering Ltd Vestry Road Oxford	Demolition of existing plant rooms. Extension of existing factory shop floor. Comments by 3 September 2015.	<b>Support</b>	
SE/15/02479/ CONVAR	Kent Cottage, 15 Greenhill Road Oxford	Removal of condition 5 (Code for sustainable homes) of SE/13/00687/FUL (the erection of detached dwelling with rooms in roof with roof lights to front, rear and side elevations, rear balcony, basement with light well, attached garage with room in roof, retaining walls to garden, parking and landscaping).	<b>Support</b>	
SE/15/02131/ HOUSE Amended Application	7 Hale Lane, Oxford	The erection of a side garage extension for car and storage. <b>The description of the proposed development has been amended as follows:</b> The demolition of a detached garage to the rear and porch of side elevation, the erection of a side garage extension for car and storage and creation of new hardstanding area. Further comments to be received by 2 September 2015.	<b>OPC noted the amended description and will not be making any further comments.</b>	
<u>4.b Results</u>				

SE/15/01838/ HOUSE	6 Tudor Crescent, Oxford	Demolition of existing garage. The erection of a workshop to side and the erection of a two storey rear extension and single storey rear extension. Porch to front elevation.	<b>Support</b>	<b>Granted</b>
SE/15/01772/ HOUSE	Martins, Shoreham Road, Oxford	Erection of a two storey rear extension and a first floor rear extension. Extension to loft conversion. Internal alterations and alterations to fenestration.	<b>Objection</b>	<b>Refused</b>
SE/15/01276/ HOUSE	10 Shinecroft, Rye Lane, Oxford	Two storey front, first floor side and single storey rear extensions, alteration to fenestration. Comprehensive property refurbishment. Repositioning of garage. Extension of outbuilding.	<b>Objection</b>	<b>Refused</b>
<u>4.c Appeals</u>				
SE/15/00881/ FUL	Land North of Pilgrims Oasts, Station Road, Oxford	Construction of a 10 room care home with 3 staff apartments. Appeal start date 4 August 2015. The appeal will be determined by submission of written representation and a site inspection.	<b>Objection</b>	
<p><u>5. District Councillor's Report</u> - There were no planning items to report.</p> <p><u>6. Other</u></p> <p>a. Members were reminded that a meeting is being held with Network Rail on Friday 21 August at 2pm. The meeting is being held in the Village Hall and is being chaired by the Oxford Society.</p> <p>b. Scout Fence. The new fence erected outside the Scout Hut has raised numerous complaints. The Planning Committee considered that there were two options that should be considered. Either remove the vertical posts and clad the whole run in strong green welded mesh, which would support the recommendation of the Oxford Village Design Statement, or alternatively, the whole line of fencing could be moved behind the existing hedge line where it will be partially camouflaged by vegetation.</p> <p>c. Village Design Statement. The Committee agreed the amendments suggested by Mr Shelton in response to queries raised by Sevenoaks District Council.</p> <p>The meeting closed at 11:00am.</p> <p>Date of next meeting: 2 September 2015 at 9:15am in The School House.</p>				