

<b>OTFORD PARISH COUNCIL</b>	Parish Clerk: Sharon Palmer 01959 524808 Email: clerk@otfordpc.co.uk	The School House 21 High Street Otford Sevenoaks Kent TN14 5PG
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**MINUTES for a MEETING of the OPC PLANNING COMMITTEE at The School House on Wednesday 6 December 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, 1 Member of the public (for the duration of the Public Forum), Clerk.

Public Forum. The owner of 10 Shinecroft attended the Public Forum to discuss changes to his planning application.

1. Apologies for Absence - None.
2. Declarations of interest not previously notified – None.
3. Minutes of the previous meeting. RESOLVED that the Minutes of the previous meeting held on 22 November 2017 were agreed and signed as being an accurate record of the meeting.

Application reference	Address	Description	OPC Recommendation	SDC Decision
SE/17/02514/FUL	New Barn Farm, Telston Lane, Otford	Proposed conversion of a dilapidated and disused agricultural farm building into a residential dwelling. Comments by 7 December 2017.	<b>Support.</b> <b>Otford Parish Council would advise SDC that the curtilage adjacent to Hop Garden Farm is incorrectly shown on drawing 13120-SV-03.</b> <b>There will be an impact on the North Downs Way due to increased traffic</b> <b>There is a poor sight line from the egress on to Telston Lane.</b>	
SE/17/03646/FUL	Mille Fleurs, 12 High Street, Otford	Conversion of first and second floors to office space, including a new entrance door and 3 no. rooflights. Comments by 13 December 2017.	<b>Support. The application appears to meet planning regulations.</b>	
SE/17/03707/HOUSE	32 The Charne	Demolition of outbuilding. Erection of detached garage. Comments by 19 December 2017.	<b>Support. The application appears to meet planning regulations.</b>	
SE/17/02808/HOUSE	2A The Butts	Erection of a single storey rear extension and conversion of loft space into bedroom with en-suite bathroom with skylights to the East and West elevations and addition of window to the North elevation. Conversion of garage to habitable space, with	<b>Support. The application appears to meet planning regulations.</b>	

		associated alterations to fenestration. Comments by 20 December 2017.		
SE/17/02981/ADV	Vestry Industrial Estate, Vestry Road, Sevenoaks	To install 2 no. new signage boards to the entrance of the site to display the tenant's names and Unit numbers. The proposed signage boards are to be located at the entrance of the site on either side of Vestry Road – the main entrance to the estate. Comments by 21 December 2017.	<b>Support. The application appears to meet planning regulations.</b>	
<b>4.b Results</b>				
SE/17/03081/MMA	6 Tudor Drive, Oxford	Minor material amendment to 17/00164/HOUSE (for erection of a first floor side extension and a single storey rear extension. A new ramped access to the side of the property. Removal of chimney. Alterations to fenestration and internal alterations. Conversion of garage into habitable room); showing alterations to elevation, floor and roof plans by building over the existing porch. Clad in roof tiles to match existing.	<b>Support</b>	<b>Granted</b>
SE/17/02990/FUL	Little Oast, High Street	Continued use of property as a single dwelling.	<b>Support</b>	<b>Granted</b>
SE/17/03053/HOUSE	78 Evelyn Road	Erection of a single storey side and rear extension with roof lights. Raising the roof, rear and front dormers and hip to gables to form rooms in the roof.	<b>Support</b>	<b>Granted</b>

**5. Trees** – for information only.

SE/17/03764/WTCA. The Chalet, High Street, Oxford. Development: T1 Poplar – fell and replace with Copper Beech. T2 Field Maple – 30% crown reduction to maintain size for small area.

SE/17/03779/WTCA. Palace Field, The Green, Oxford. Development: T1 Willow – Crown reduce to previous pruning points.

**6. District Councillor's Report**

District Councillor Edwards-Winsor reported that SDC is proposing to increase planning charges for 2017/18. This will be considered at the January Council Meeting at SDC.

The Planning Department at SDC is the busiest in the Kent County Council area. It was noted that over 60% of major developments and 70% of non-major developments are being determined within the 8-13 week target. Over 70% of appeals were won.

*(Note: additional pages of information will be sent to Committee Members)*

An invitation has been received from St Michael's School to attend a meeting with the Headteacher regarding a proposal to install an astroturf pitch. Two members of the Planning Committee will attend to listen to the proposal. District Councillor Edwards-Winsor will not attend due to his position on the SDC Development Control Committee.

Applications to consider determination by the Development Control Committee at SDC.

SE/17/02940 – 60 Well Road, Oxford. SDC has indicated that permission will be granted for this planning application unless a request is made to take the application for determination by SDC Development Control. It was agreed that OPC will accept the decision of the SDC Planning Officer.

SE/17/03306 – 12 Orchard Road. SDC has indicated that permission will be granted for this planning application unless a request is made to take the application for determination. It was agreed that OPC would like this application to be determined by Development Control.

#### 7. Neighbourhood Plan

The initial village meeting held on 2 December 2017 was well attended and received a positive response. Thirty five volunteers signed up to help. It was agreed that the volunteers will be contacted and any areas of expertise will be requested. Volunteers will be sorted into groups.

#### 8. Other

The meeting closed at 10:45am.

Date of next meeting: 20 December 2017 at 9:15am in The School House.