

**HARTLEY PARISH COUNCIL**

Clerk to the Council: Mrs H Boden  
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18th September 2025

Dear Councillor

You are hereby summoned to attend a meeting of the Planning Committee to be held on **WEDNESDAY 24th SEPTEMBER 2025** commencing at **10:00 a.m** in **Hartley Library**.

Note: Members of the Committee to assemble at Hartley Library at **09:45 a.m.** in order to carry out any site meetings as may be deemed necessary by the Chairman or Vice-Chairman of the Planning Committee.

Yours sincerely

Jane Tyrrell

Assistant Clerk to the Council

**Please note that the proceedings of this meeting may be recorded, in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.**

**Background papers for the agenda items can be obtained from the Parish Office. Alternatively background papers may be emailed upon written request.**

**AGENDA**

**1. Apologies**

To receive apologies for absence.

**2. Declarations of Interest**

To receive Members' declarations of interest which have not already been entered in the Members' register of interests or notified to the Monitoring Officer.

**3. Minutes of the previous meeting**

To approve as a correct record the minutes of the meeting of the Planning Committee held on 27<sup>th</sup> August 2025.

**Pursuant to Standing Order 3 (e) the Chairman will invite members of the public to express an interest should they wish to make representations, answer questions or give evidence in respect of any item of business included in the agenda.**

**4. Planning Applications**

To consider the following planning applications:

Application no	Site	Description
25/02537/HOUSE	27, Billings Hill Shaw	Demolition of existing conservatory, erection of a single storey rear extension with roof lantern and a single storey side extension with rooflight.

## 5. Planning Decisions

To receive and note the following planning decisions:

### **Application no Site Description and SDC decision HPC comment**

1. 25/01600/HOUSE Inglenook, Hottisfield Erection of annexe to main dwelling. Granted.HPC No objection
2. 25/01375/FUL Fairby Grange, Ash Road Installation of 23 solar roof panels to single storey 1990's addition to Fairby Grange. Granted. HPC No objection
3. 25/01376/LBCALT Fairby Grange, Ash Road Installation of 23 solar roof panels to single storey 1990's addition to Fairby Grange. Granted. HPC No objection
4. 25/01726/HOUSE 28, Wellfield Proposed two storey side extension, single storey rear extension, removal of existing porch to front elevation and replacement with storm porch canopy roof. Refused. HPC No objection
5. 25/01867/ADV The Co-operative Store, 11-13, Cherry Trees Digital display screen positioned inside the store. Granted. HPC No objection
6. 25/01474/HOUSE Bethshan. Church Road Demolish existing conservatory, addition of a single storey rear extension, additional floor to bungalow, screened balcony above current garage and a covered area to rear of garage. Granted. HPC No objection.

## 7. 6. Planning Enforcement Updates

To receive a verbal update on any enforcement cases.

## 7. Lawful Development Certificate

### **a) Site: Elizabeth, Ash Road, Hartley**

**Proposal: Change of use from Class C3 to Class C2: Children's Residential Home for ages 16 and over.**

To note that these applications have been received by Sevenoaks District Council to carry out operations described above.

As the Parish Council is not formally consulted, this is for information purposes only.

### **b) Site: Manor Farm, Manor Road, Longfield Hill (GREEN BELT).**

**Proposal: Use of the land as a residential caravan site.**

To note that these applications have been received by Sevenoaks District Council to carry out operations described above.

As the Parish Council is not formally consulted, this is for information purposes only.

### **b) Site: 6, Dickens Close, Hartley**

**Proposal: Single-storey rear extension with rooflights and associated landscaping.**

To note that these applications have been received by Sevenoaks District Council to carry out operations described above.

As the Parish Council is not formally consulted, this is for information purposes only

## **8. Tree Preservation Order**

**Site: Kilrymont, Gorse Way, Hartley**

**Proposal: TPO No.12 of 1971 – A1 to prune English Oak tree on 10% of crown**

To note that these applications have been received by Sevenoaks District Council to carry out operations described above.

As the Parish Council is not formally consulted, this is for information purposes only

## **9. Sevenoaks District Council Local Plan**

- a) To consider the appointment, in principle, of Tony Fulwood (Planning Consultant) to make representations on behalf of Hartley Parish Council in regards to the Local Plan and that the cost be met from General Reserves. (Tony Fulwood was the Consultant used previously and has been already appointed by Fawkham Parish Council).
- b) Regulation 18 Schedule of Sites – to review the Regulation 18 Schedule of Sites

## **10. Date of the next meeting**

### **List of circulated documents**

**In order to reduce the amount of photo copying in respect of the background papers relating to this agenda, only members of the committee have been provided with copies of certain documents. Should any member of the Council require copies of the following documents, please contact the Clerk. Copies of all documents listed below are available for inspection in the Parish Office**

- 1. Minutes of the meeting held on 27<sup>th</sup> August 2025
- 2. Regulation 18 – Schedule of Sites & Email dated 15<sup>th</sup> September from Fawkham Parish Council

### Committee membership

Cllr Abraham, Cllr Oxtoby, Cllr Colwell, Cllr Ramsay, Cllr Conroy (*ex officio*), Cllr Ross, Cllr Driscoll, Cllr Sewell  
Cllr Glander (*ex officio*)