

## MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD IN HARTLEY LIBRARY ON 18<sup>th</sup> OCTOBER 2023 AT 10:00 a.m.

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### **Present:**

Cllr L Abraham  
Cllr L Driscoll  
Cllr A Oxtoby  
Cllr B Ramsay  
Cllr I Ross  
Cllr V Sewell

### **In attendance:**

Mrs J Tyrrell (*Assistant Clerk*), 1 x Member of Public

Before the start of the meeting, members of the Committee inspected the application site 23/02650/HOUSE 8 Parkfield, Hartley.

### **1. Apologies**

Apologies for absence were received from Cllr J Colwell

### **2. Declarations of Interest**

There were no declarations of interest.

### **3. Minutes of the previous meeting**

RESOLVED: That,

the minutes of the meeting of the Planning Committee held on 4<sup>th</sup> October 2023, be approved and signed by the Chairman as a correct record.

Pursuant to Standing Order 3 (e) the Chairman of the Planning Committee invited member of the public present at the meeting who wished to make representations, answer questions or give evidence in respect of any item of business included on the agenda to express an interest. The member of the public expressed an interest in making representations, answering questions or giving evidence.

### **4. Planning applications**

RESOLVED That,

Pursuant to Standing Order 5 (a) (vi), the order of business be altered so that agenda item 4 (b), planning application 23/02650/HOUSE 8 Parkfield, Hartley, be brought forward.

#### **b) 23/02650/HOUSE 8, Parkfield Erection of a single storey annexe with rooflight, new patio, new fence and landscaping.**

The Committee noted that two letters of representation had been received from members of the public, objecting to the proposal.

RESOLVED: That,

an objection be raised in respect of application 23/02650/HOUSE 8, Parkfield as it is considered overdevelopment of the site. Members were also concerned of the impact of the proposal on neighbouring properties as the site is already considerably

higher at this point of the garden, making a single storey proposal much higher. In addition there was limited parking at the site and no additional provision for parking had been proposed.

**a) 23/027954/HOUSE Oak Lodge, Church Road. Erection of a single storey rear extension with rooflight, re-submission following refusal.**

The Committee noted that no letters of representation had been received from members of the public.

RESOLVED: That,  
no objection be raised in respect of application 23/027954/HOUSE Oak Lodge, Church Road. Erection of a single storey rear extension with rooflight, re-submission following refusal.

**c) 23/02785/HOUSE The Cottage, Hartley Bottom Road. Demolition of an existing single storey side extension and replacement with a one a half storey extension, re cladding of existing structure, removal of existing outbuildings, partial removal of existing hardstanding and associated landscaping works.**

The Committee noted that no letters of representation had been received from members of the public.

RESOLVED: That,  
no objection be raised in respect of application 23/02785/HOUSE The Cottage, Hartley Bottom Road. Demolition of an existing single storey side extension and replacement with a one a half storey extension, re cladding of existing structure, removal of existing outbuildings, partial removal of existing hardstanding and associated landscaping works, provided it complies with Green Belt Policies.

**5. The Parish Office - Storing and disposal of historic Planning Applications.**

An email was received from Sevenoaks District Council Legal Services dated 29<sup>th</sup> November 2016 regarding the storing and disposal of historic planning applications whilst considering the data protection implications. Having discussed this email, the Planning Committee decided in January 2017 that, planning applications be kept for 5 years and any older documents be disposed of via Confidential waste.

Members are requested to re-consider this policy of keeping historic planning application documents for 5 years.

As it was established that there was no legal requirement to keep these documents, the Planning Committee agreed to amend the policy and keep historic planning documents for 3 years.

RECOMMENDED: That,  
The Policy regarding the storage and disposal of historic Planning Applications that currently states that planning documents are retained for 5 years be amended to 3 years.

**6. Planning Enforcement Updates**

A verbal update was given on the enforcement cases currently being investigated in the Parish.

**7. Date of the next meeting**

Wednesday 1<sup>st</sup> November 2023 commencing at 10:00 a.m.

Site inspections will commence at 09:30 a.m. or earlier, depending on the number of visits required.

The meeting closed at 10:30 a.m.

Signed: .....

Date: .....

Chairman of the Planning Committee.