AGENDA

1. Apologies for absence.

2. Declarations of Interest.

3. Minutes of the meeting held on 13th June 2011

4. Matters arising from the minutes not dealt with elsewhere on the agenda.

5. Clerk’s report.

6. Overseers’ reports.

7. Reports from Committees

A. Services
   a. To receive the report of the Committee (circulated)
   b. To approve Twinning with Hardelot and the wording of the Charter.
   c. Letter from Sevenoaks Town Council re proposed changes in Rail Action Plan for Kent (Committee to note).

B. Finance & General Purposes
   a. To approve orders for payment (circulated).
   b. To receive the report of the Committee
   c. To receive the report of the Heritage Centre Management Committee
   d. Report re Twinning
   e. Parish Plan
   f. Quote from JV Geer & Sons Ltd re School House radiator work (Committee to note).
   g. To approve the dedication of a stand of trees in Palace Park Wood to Mr Glenn.
   h. Quote from Conway re Car Park Resurfacing (Committee to note).
   i. Quote from Bartlett Tree Experts re Pond Willows and e mails. To approve a quote for work on Pond Willows.
   j. Letter from South East Water re Customer Metering Programme (Committee to note).

C. Planning
   a. New applications
      SE/11/01359 9 Hopfield Close A single storey conservatory on the rear of the property
      SE/11/01375 Sainsbury’s Petrol Filling Station Otford Road Application to vary condition no 5 - approved plans of SE/11/00213/FUL Erection of single storey front extension, refurbishment of the existing petrol station kiosk. Re-cladding of the existing forecourt canopy, replacement petrol pumps and provision of a rainwater harvesting system for the existing car wash.- replace approved drawings 2274/01 revision D and 2274/20 rev D to allow enlargement of approved front extension to kiosk, replacement of approved storeroom with an ATM room, retention of ATM on Kiosk front elevation and small freestanding plant room behind existing air/water facility.
      SE/11/01376 4 Shinecroft Rye Lane Erection of rear white pvc conservatory
      SE/11/01391 Oakside 89 Pilgrims Way West New access drive
      SE/11/01576 Kent House Alterations including ½ storey front and second storey rear
The Green extensions: raising of roof to side to achieve balanced hip roof ends, gables, balcony, covered porches and loggias. Installation of windows of similar design and bay window features. Amendments to SE/10/01495/FUL condition no 2 materials.

**SE/08/3170/R3**
Greatness Quarry Bat and Ball Road
Details of a noise survey pursuant to condition 3 of planning permission SE/08/3170

**b. Results received**

<table>
<thead>
<tr>
<th>Ref.</th>
<th>Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SE/11/00659</td>
<td>The Old Oast House Shoreham Road</td>
<td>Erection of first floor rear extension, demolition of existing single dwelling (The Oast House Bungalow) to facilitate erection of detached garage with first floor Granny Annexe and single storey link canopy</td>
</tr>
<tr>
<td>SE/11/00895</td>
<td>High Point Coombe Road</td>
<td>Replacement of existing pair of garages with a one bedroom dwelling</td>
</tr>
<tr>
<td>SE/11/00920</td>
<td>Willow Brook Old Otford Road</td>
<td>Demolition of the lean-to roofed extension to the kitchen, the existing balcony roof and parapet, and the erection of an extension in place of the existing patio area, which will fill in the 'L' shape of the present building. The flat roof balcony area will contain a lantern light and glass balustrade to the perimeter</td>
</tr>
<tr>
<td>SE/11/00860</td>
<td>24 Warham Road</td>
<td>Demolition of existing garage and erection of attached single storey side garage and porch. New crossover and driveway.</td>
</tr>
<tr>
<td>SE/11/981</td>
<td>Otford Primary School High Street</td>
<td>The construction of one 6-bay modular building to accommodate an additional two classrooms</td>
</tr>
</tbody>
</table>

**c. Notice of work to trees in a Conservation Area**

<table>
<thead>
<tr>
<th>Ref.</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>SE/11/01338/WTCA</td>
<td>36 High Street</td>
</tr>
<tr>
<td>SE/11/01482/WTCA</td>
<td>Palace Field The Green</td>
</tr>
<tr>
<td>SE/11/01483/WTCA</td>
<td>7 Pickmoss Lane</td>
</tr>
<tr>
<td>SE/11/01484/WTCA</td>
<td>3 Bubblestone Road</td>
</tr>
</tbody>
</table>

d. Letter from SDC re formal consultation on the proposals for parking restrictions in The Old Walk, Bubblestone Road and The Butts

**e. Letter from SDC enclosing plans for the proposals re the proposed parking restrictions in The Old Walk, Bubblestone Road and The Butts**

**f. Comments by the Chairman of the Parish Plan Steering Group on the following SDC consultation drafts of Supplementary Planning Documents: Development Management policies, Affordable Housing, Sevenoaks Countryside Assessment and Developer Contributions**

**g. Copy of the SDC Core Strategy**

**e. The SDC enforcement officer has reported that a revised application for the free standing car park sign at the Bull Pub will be submitted and that the other 2 car park signs will be removed.**

**f. Copy from LGBC of Agenda for meeting held 6.7.11 and copy of rules (Committee to note).**

**g. Letter from Sainsbury’s re Improvement Works (Committee to note).**

**D. Environment**

**a. To receive the report of the Committee (circulated)**

**b. Information from Kent Countryside Management Partnerships (Committee to note).**

**c. Letter from Fields in Trust re Queen Elizabeth II Fields Challenge (Committee to note).**
d. Copy from Drips of News Flow Magazine Summer 2011 (Committee to note).

E. Highways
a. To receive the report of the Committee
b. Letters from SDC re Parking Restriction proposals Tudor Drive and Crescent, Bubblestone Rd, The Old Walk and The Butts (Committee to note).
c. Letter from Mr E Collins re Overhanging hedges (Committee to note).
d. Letter from Otford Parish Plan Highways Group re Otford Gateways (Committee to note).
e. Copy letter from Mr D Whitbread re Parking Proposals Bubblestone Road (Committee to note).

F. Recreation
a. To receive the report of the Committee
b. Letter to Acorn Garden Maintenance re Recreation Ground Grass Cutting (Committee to note).

KALC/ACRK
a. Notice of KALC Councillor’s Conference 2011 to be held 23.7.11

8. To note date of next meeting as 8.8.11 at 7.30pm