

<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 of a MEETING of the OPC PLANNING COMMITTEE at The School House on Wednesday 3 August 2016 from 9:15am**

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

Public Forum. No members of the public were present.

1. Apologies for Absence – Cllr N Rushby.
2. Declarations of interest not previously notified – None.
3. Minutes of the previous meeting – RESOLVED that the Minutes of the meeting held on 20 July be signed as an accurate record of the meeting.
- 4a. New applications – The following applications were considered and recommendations made by OPC will be sent to Sevenoaks District Council.

Application reference	Address	Description	OPC Recommendation	SDC Decision
SE/16/01978/HOUSE	Leighs, Shoreham Road, Otford	Proposed roof alterations with new rear gable. Proposed front porch. Comments by 5 August 2016.	<b>Support. The application meets the VDS and planning requirements.</b>	
SE/16/02003/FUL	Russell House School, Station Road, Otford	Erection of a new single storey dining hall with kitchen, music rooms and changing facilities on the site of an existing tennis court and a new/extended drop off area next to the proposed dining hall court. Construction of a new multi-use games area to the rear of the site. Comments by 8 August 2016.	<b>OPC objects to the application. The application encroaches too far forward of the current building line with neighbouring properties. The industrial design is visually intrusive and untypical of the vernacular and damages the features that contribute to the quality of the rural environment, character and distinctiveness of the area.</b>	

			<b>OPC does not object to moving the tennis courts to the rear of the site.</b>	
SE/16/02146/FUL	The Oast House, Broughton Manor, High Street, Oxford	Demolition of existing Barn. Comments by 10 August 2016.	<b>OPC objects in principle to the demolition of a historical and architecturally important agricultural building.</b>	
SE/16/02264/MMA	Devon House, 49 High Street, Oxford	Minor material amendment to SE/15/03309/HOUSE (Removal of front right hand dormer, reduce height of left hand front dormer. Reduce the height and width of rear dormer) to alter the rear dormer dimensions. Comments by 18 August 2016.	<b>Support. The application complies with the majority of the Inspector's requirements.</b>	
<b>4.b Results</b>				
SE/16/00620/HOUSE	96 Evelyn Road, Oxford	Loft conversion to include two dormers to the rear, one dormer and roof light to the front, rear roof extension with flat roof and roof light on top.	<b>Support</b>	<b>Granted</b>
SE/16/01264/HOUSE	69 Sidney Gardens, Oxford	Erection of a single storey rear/side extension. Alterations to roof and fenestration. Internal alterations.	<b>Support</b>	<b>Granted</b>
SE/16/01586/HOUSE	78 High Street, Oxford	Demolition of existing shed. Erection of a single storey side extension and a front porch.	<b>Support</b>	<b>Granted</b>
SE/16/01640/HOUSE	Woodside, 9 Greenhill Road, Oxford	Demolition of conservatories and erection of single storey rear extension with two roof lights with new retaining wall to form patio area with steps.	<b>Support</b>	<b>Refused</b>
SE/16/01723/FUL	21 High Street, Oxford	Removal and reconstruction of chimney to rear, and repairs to central chimney and roof.		<b>Granted</b>

5. District Councillor's Report

District Councillor Edwards-Winsor reported that Sevenoaks District Council had written regarding three planning applications where the opinion of the Parish Council differed from the Planning Officers. The option to take the applications to Development Control for a decision was considered and refused due to overwhelming evidence presented by the Officers.

6. Other

a. Trees

SE/16/02147/WTCA The Oast House, Broughton Manor, High Street, Otford. Fell four trees in the Conservation Area. It was agreed OPC would comment that it could see the logic of the removal of the Ash (T2) but that there was no justification for the removal of the yew or maple.

SE/16/02250/WTCA Quies, High Stret, Otford. Clear dead wood from lower crown of Ash and inspect Ash dieback. Reduce crowns of 2 Quince and 2 Apple Trees by a max of 1.5m diameter (CA) (for information only).

b. Updated copy of Legal Topic Note 60 concerning Copies of Planning Documents. Noted by the Committee.

c. SE/16/01568/HOUSE – Greenhill House, Shoreham Road, Otford – The erection of a single storey rear extension. This application is no longer valid and is not under consideration. SDC Planning requires first floor plans, roof plans and cross sectional elevation drawings to be submitted.

The meeting closed at 10:15am.

Date of next meeting: 17 August 2016 at 9:15am in The School House.