



To all Members of the Planning and Highways Committee

You are hereby summoned to attend a meeting of the Planning and Highways Committee at the Parish Council Offices, Lower Green Road Recreation Ground, Lower Green Road, Pembury TN2 4DZ on **17 December** at **6.00pm**.

Helen Munro

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Parish Clerk

Date of Issue: Tuesday 11 December 2018

Members of the Public and Press are welcome to attend

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. A copy the Council's procedure for the recording of meetings is available by request. Members of the public addressing the Council but not wishing to be recorded should put this request to the Clerk at the earliest opportunity.

A G E N D A

1. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
2. **DECLARATIONS OF INTEREST.** To receive declarations of pecuniary and non-pecuniary interests.
3. **MINUTES.** To receive and approve the minutes of the meeting held on 19 November 2018 for signature.
4. **CHAIRMAN'S ANNOUNCEMENTS.** To receive announcements.
5. **CLERK'S REPORT AND ACTION UPDATES.** To receive report and update on previous actions.
6. **OPEN SESSION.** To adjourn the meeting to enable any members of the public present to address the Council. *Please note there can be no discussion of these items and issues will either be addressed elsewhere on the agenda or be referred to a future meeting of the Parish Council.*
7. **PLANNING APPLICATIONS.** To consider responses to the following:
 - 7.1. **18/03290/FULL** **25 Sweeps Hill Close**
Creation of a single storey rear extension.
 - 7.2. **18/03587/TPO** **45 Church Road**
Trees: HORSE CHESTNUT (T1) – Reduce crown by 25%; reshape and lift crown by 3m (secondary growth); SILVER BIRCH (T2) – Reduce crown by 20%.
 - 7.3. **18/03647/PNOCLA** **Units 1 and 2 Hawkwell Business Centre**
Notification for Prior Notification for a proposed change of use of a building from Office use (B1a) to Dwelling house C3)

- 7.4. **18/03625/TCA** **31 High Street**
Trees in a Conservation Area; SCOTS PINE TREE (T1) – Reduce and shape leader by 2m to balance. Reduce and reshape lower branches back into main crown frame work and raise crown by removing lower branches on lowest 6m of the stem.
- 7.5. **18/03429/SUB** **Annexe, Queens Folly, Lower Green Road**
Submission of details in relation to Condition 4 (Landscape Scheme) of 17/04054/FULL.
- 7.6. **18/03192/LAWPRO** **17 Knights Close**
Lawful Development Certificate (Proposed) Conversion of an existing integral garage into a bedroom with en-suite.
8. **LATE PLANNING APPLICATIONS.** To consider any applications received after the agenda was set and prior to the Committee meeting.
9. **DECISIONS.** To note appeals and applications granted, refused, amended or withdrawn since the last meeting.
- 9.1. **18/02957/FULL** **33 Henwoods Crescent**
Erection of first floor front and rear extensions, new windows and roof light. GRANTED
10. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.**
11. **MEETING DATES.** To note the date of next meeting – Monday 28 January 2019.