

Minutes of a meeting of Halstead Parish Council Planning Committee held at The Pavilion, Station Road, Halstead TN14 7DH at 10.00am on Wednesday 18th February 2026

Present: Cllr Sue Gardner (Chair), Cllr Jean Peel, Cllr Liz Meaton, Ms Pip Nott (Clerk)

Minute number: PL260218:

- 1. To receive and accept apologies for absence:** there were none
- 2. Declarations of interest:** Cllrs Meaton, Peel and Gardner declared that The Needies, Mapledene Otford Lane Halstead Kent TN14 7EF Fig Tree track, were close to their properties. Parish Council property Halstead Parish Rooms Church Road Halstead Kent TN14 7HG
- 3. Previous minutes** Approval of minutes of meeting on 28 January 2026 these were approved.
- 4. Public participation forum** There were no members of the public present.
- 5. To receive an update from the Working Group and agree action and a planning priorities statement**
 - a. Community Questionnaire content had been discussed at Halstead Green Belt group, further updates discussed – to be completely anonymous. Cllrs to go through document again. To go on next planning agenda. Clerk to check QR code and check for applications to collect and analyse the data.

6. Applications

- a. The following comments were agreed:

26/00219/PAE

The Needies Otford Lane Halstead Kent TN14 7EG

Prior notification of a single storey rear extension which extends 8.00m beyond the rear wall of the original dwelling house with a maximum height of 3.61m and eaves height of 2.68m.

Consultation Expiry Date: Wed 25 Feb 2026 **HPC has no objection.**

26/00275/WTCA

Halstead Parish Rooms Church Road Halstead Kent TN14 7HG

Cherry - reduce lateral branch encroaching on roof to provide 2 metres clearance from building.

Consultation Expiry Date: Thu 05 Feb 2026 **HPC has no objection.**

25/03421/HOUSE

Mapledene Otford Lane Halstead Kent TN14 7EF

Removal of existing swimming pool. Erection of a garage, lobby between garage and dwelling and part two storey and part single storey side and rear extensions (including demolition of conservatory) and provision of dormers, removal of existing chimneys and replacement with new chimney and reconstruction of parapet to north elevation, and canopy over the porch. Revised access arrangements with alterations to driveway, new gates and pillars. Landscaping and alterations to fenestration.

Consultation Expiry Date Thu 26 Feb 2026

HPC Object as it appears that the planning application exceeds the 50% increase in the existing dwelling, there are no apparent special circumstances justifying permitting breach of this rule.

b. Decisions made were noted:

26/00023/WTPO

13 Fort Road Halstead Kent TN14 7BW

T1 & T2- Oak Trees - Reduce the crown of both trees by 40%

Outcome: **Decided**

25/03611/WTPO 40 Fort Road Halstead Kent TN14 7BT

Remove silver birch tree

Outcome: **Granted**

25/03104/MMA

Three Corners Knockholt Road Halstead Kent TN14 7ER

Amendment to 20/02977/FUL to increase the number of rooflights and solar panels, conversion of loft space, repositioning of door, additional fenestration, internal alterations.

Outcome: **Granted**

25/03357/LDCPR

Access South Of Otford Lane Halstead Kent TN14 7EF

Maintenance and improvement of private way and installation of utilities under Schedule 2, Part 9, Class E of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

Outcome: **Refused.**

HPC to write a letter to object to the development of the track. However, the track from Otford Lane to the Bungalow called 'Kangles 2' must be improved considerably. Construction vehicles entering Fig Tree House have done extensive damage. Mr Tanner reports that he owns the track but he has a legal responsibility to make it available to the existing properties.

HPC to check Land Registry database over ownership. The track going south from Kangles 2 is not a permanent track and must not be developed as it is on Green Belt land.

7. To receive an update from the Working Group and agree action and a planning priorities statement.

A Working Group meeting was held on Friday 13th and it was agreed that this meeting would draft responses to PIP applications and standard responses for future planning comments. This should include information taken from the Local Plan (page 38).

Cllr Peel worked with Helen Brown and Richard Bennet to draft a Parish Priorities Statement. This would be circulated to councillors' consideration at a future meeting. This is ongoing – on next agenda.

It was noted that Widhurst Farm was going to Court last week and Oak Tree Farm in April. It was agreed that the document should include when information requested from the District Council is not received.

The Killaloe application is being going Committee on 19th February. Cllr Peel will speak on behalf of the Parish Council at this meeting.

8. Date of next meeting:

An extra formal meeting was agreed for Wednesday 25th February 09.15 with agenda items:

- Killaloe
- Fort Halstead
- Questions to SDC
- Halstead issues
- Comment on track for Fig Tree House 25/03357/LDCPR

The meeting closed at 11.20am