

**Minutes of a meeting of Halstead Parish Council Planning Committee held at The Pavilion,
Station Road, Halstead TN14 7DH at 10.30am on Wednesday 28th January 2026**

Present: Cllr Sue Gardner (Chair), Cllr Jean Peel, Cllr Liz Meaton, Cllr Tony Marshall, Mrs Helen Pack (Locum Clerk)

Minute number: 260129:

1. To receive and accept apologies for absence: there were none

2. Declarations of interest: there were none

3. Previous minutes

As the previous meeting had not been quorate, there were no minutes for approval.

4. Public participation forum

There were no members of the public present.

5. Applications

a. The following comments were agreed:

26/00023/WTPO - 13 Fort Road Halstead Kent TN14 7BW. T1 & T2- Oak Trees - Reduce the crown of both trees by 40%.) Comment: **There is no objection so long as the tree works are handled professionally. It is noted that the Parish Council was not consulted on this application.**

25/03566/FUL - Land North of Lamberhurst Farm Shoreham Lane Halstead Kent TN14 7BY. Single storey extension and conversion of existing building to form a new dwelling with roof lights. Extension of permeable hardstanding to create associated car parking. Creation of rear and side patio area and footpath leading to property. New post and rail fencing with gate.

HPC has no objection.

b. **Decisions made were noted:**

25/03576/ADJ - Knockholt Station Yard Sevenoaks Road Halstead. Change of use of land from sui generis to B8 for use as storage. **No objection lodged.**

25/02453/PIPDET - Land East of Scout Hut Shoreham Lane Halstead Kent TN14 7BY. Erection of a dwelling with car parking area and associated landscaping. Application linked to 25/00193/PIP. **Granted.**

25/03246/MMA - Crossways Church Road Halstead Kent TN14 7HF. Amendment to 25/00567/HOUSE to change design of single storey extension and add two additional rooflights. **Granted.**

25/03190/LDCEX - Oakside Otford Lane Halstead Kent TN14 7EG. Lawful development certificate for existing use of timber outbuilding used as home office space. **Granted.**

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

A Working Group meeting is being 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).

It was agreed that Cllr Peel would work with Helen Brown and Richard Bennet to draft a Parish Priorities Statement. This would be circulated to councillors' consideration at a future meeting.

The issues document was considered, and it was noted that Widhurst Farm was going to Court in next month or so 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 was being called to Committee on 19th February. It was agreed that Cllr Peel would speak on behalf of the Parish Council at this meeting. A site visit had been arranged.

7. Date of next meeting: 18th February 2026 at 10.30am

The meeting closed at 11.45pm