

**Minutes of a meeting of Halstead Parish Council Planning Committee held at The Pavilion,
Station Road, Halstead TN14 7DH at 10:00am on Wednesday 20th May 2026**

Present: Cllr Sue Gardner (Chair), Cllr Jean Peel, Cllr Liz Meaton, D. Cllr Tony Marshall, Cllr Couchman, Ms Pip Nott (Clerk)

Minute number: PL260520:

1. To receive and accept apologies for absence: None

2. Declarations of interest: Cllr Gardner declared interest in Fig Tree House 26/00616/DETAIL.

3. Previous minutes

Minutes of meeting on 22 April 2026 were approved and signed by the chair.

4. Public participation forum

There were no members of the public present.

5. To receive an update from the Working Group and agree action, including a planning priorities statement. This was deferred to the next meeting on 17 June.

6. Applications

a. To agree comments or action on the following application(s):

SDC Reference	Site Address	Summary Description of Application/Consultation	HPC response	Comments for submission to portal
26/01062/PAE	30 Southdene Halstead Kent TN14 7HB	Prior notification of a single storey rear extension which extends 5.64m beyond the rear wall of the original dwelling house with a maximum height of 3.62m and eaves height of 3.26m.	No objection lodged	
26/01037/WTP O	1 Fort Road Halstead Kent TN14 7BW	T1. Oak - Crown reduction. Reducing the height and spread of the tree by up to 2.5metres back to	No objection lodged	

previous ensuring suitably strong growth points are retained. Additionally, prune out all epicormic growth from the main stem and crown.

26/00808/FUL	The Cock Inn Shoreham Lane Halstead Kent TN14 7DD	Change of use of area of tarmac to front of former pub to domestic garden and a single parking space.	Strongly Object. Cllrs to make further review/comments to Clerk by 22 May for submission same day.	There is adequate parking at the rear of the property which was approved in the planning process and the applicants would have been aware at planning stage that they were reducing parking space on the original land and had made provision for this. The area in front of the property requires defined safe pedestrian pavement access and if this planning application was granted it would contravene the SDC local plan Regulation 18, Transport 10, objective OB8 "To work with stakeholders to address barriers that prevent residents from making sustainable transport choices." It is very dangerous currently for children, families and those using mobility aids to reach the village school, shop and recreation ground. Provision of pavements in this location will be in
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HPC's HIP and we have a meeting with Nigel Rowe on 3 June 2026. Longer vehicles are unable to make the left turn from Station Road to Shoreham Lane without driving over the apex of the proposed site of plan. Proposed fencing would obstruct the view of children, pedestrians and car drivers. A dropped kerb is required on Shoreham Lane and a pavement on the existing property boundary is required to join up with the existing pavement outside Ivy Cottages on Station Road. There are hazards to pedestrian and vehicle drivers' health and safety. All future access to the developed properties on the site should be via Shoreham Lane. We strongly object as this planning application would not support safety and access for Halstead residents. Pictures to be attached.

26/00616/DETA IL	Fig Tree House Otford Lane Halstead Kent TN14	Details pursuant to condition 6 (Details of Hard and Soft Landscaping) of 25/01070/FUL.	Further information to be requested	Further clarification to be requested as concern that access will not be adequate for future tree maintenance and size
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7EF

that planted trees will grow e.g. oak trees. Fence line should be on the track boundary and not ingress onto the access road for other residents. HPC would only agree with natural lawn, not artificial grass.

26/01017/PIP	Land North West Of Haven Barn Lamberhur st Farm Shoreham Lane Halstead Kent TN14 7BY	Erection of dwellings with a minimum of 1 or maximum of 1 net dwellings and associated ancillary works.	Object	HPC object as this is green belt land with no prior buildings on this site.
26/00908/HOUSE	7 Station Road Halstead Kent TN14 7DH	Enlargement of existing side dormer and rear roof alteration from hip to gable to create loft space with roof lights. Removal of chimney.	No objection lodged	
26/01181/WTP O	17 Clarks Lane Halstead Kent TN14 7DG	Silver birch - The canopy hanging over clients drive has various rotten cuts and there have been recent branch failures onto the cars. Cut back S/E side by 2.5m and match in with remaining side limbs. Lowest branch at 5m reduce back by 3m to smaller growth. Remove central limb with birch polipore and westerly limb with	No objection lodged	

large cavity on the top
of the limb at 4m.
Remove deadwood.

26/00862/FUL	The Bungalow Stud Farm Church Road Halstead Kent TN14 7HQ	Demolition of existing dwellings and outbuildings. Erection of replacement dwelling and garage with associated works.	No objection lodged	
26/00861/FUL	Stud Farm Church Road Halstead Kent TN14 7HQ	Demolition of existing dwellings and outbuildings. Erection of replacement dwelling with balcony and garage, conversion of barn to ancillary residential outbuilding with associated works.	Clarification required of what the function of the ancillary residential building is as a bedroom is not outlined in the plan	
26/00612/FUL	Bluebell Cemetery Old London Road Badgers Mount Kent TN14 7AE	Provision of a new exit road and associated vehicle crossover onto Old London Road to facilitate a one-way circulation system within the existing Bluebell Cemetery site	Object	HPC object as current parking provision is part occupied by mobile homes which we were assured would be removed when the Cemetery building works were complete; this has not been enforced. Investigation of occupied mobile homes that remain on site needs to be undertaken. There have been reports by local residents of a

growing waste materials, including asbestos at the rear of the cemetery. Additionally, it is believed that there has been an additional mobile building installed since the last objection.

26/01091/LDCE X	Fairfields Church Road Halstead Kent TN14 7HG	Application for Certificate of Lawfulness to confirm that commencement of development has taken place pertaining to 22/03088/LDCPR - Erection of an outbuilding.	Object	Object strongly to this, please refer to previously submitted comments
26/01281/WTC A	Widmore House Farm Church Road Halstead Kent TN14 7HG	Various works to trees in Conservation area	No comment	

Action Clerk: Clerk to request further clarification as above on:

- i. 26/00616/DETAIL Fig Tree House Otford Lane Halstead Kent TN14 7EF
- ii. 26/00861/FUL Stud Farm Church Road Halstead Kent TN14 7HQ

Action Clerk: Clerk to submit objection and comments as above on:

- iii. 26/01091/LDCEX Fairfields, Church Road Halstead Kent TN14 7HG
- iv. 26/00612/FUL Bluebell Cemetery Old London Road Badgers Mount Kent TN14 7AE
- v. 26/01017/PIP Land North West Of Haven Barn Lamberhurst Farm Shoreham Lane Halstead Kent TN14 7BY

Action Cllrs:

- vi. 26/00808/FUL The Cock Inn Shoreham Lane Halstead Kent TN14 7DD. Cllrs to make further review/comments to Clerk by 22 May for submission same day.

b. To note decisions made:

SDC Reference	Site Address	Summary Description of Application/Consultation	SDC Deadline	SDC Decision
26/00321/FUL	The Granary Lamberhurst Farm Shoreham Lane Halstead Kent TN14 7BY	Conversion of existing building to form a new dwelling. New Fencing.	03.04.2026	Granted 27.04.2026
26/01013/WTPO	The Green 1 - 14 Fort Road Halstead Kent TN14 7BW	Various Tree Works.	27.04.2026	Granted
26/00754/DETAIL	46 Fort Road Halstead Kent TN14 7BT	Details pursuant to condition 4 (details of the site access and area for the storage of materials) of 25/02003/HOUSE.	22.04.2026	Granted
25/03318/FUL	Oak Tree Farm London Road Badgers Mount Halstead Kent TN14 7AB	Use of dwelling for office purposes. Extension of existing car park to provide 2 disabled parking bays, planting and cycle stands.	24.04.2026	Granted 07.05.2026
26/01088/WTPO	13 Fort Road Halstead Kent TN14 7BW	2x ash trees - dismantle both trees to near ground level Due to safety.		Granted 08.05.2026

7. Fort Halstead update – deferred, it was noted that there was an amendment to the planning application with comments due by 9 June 2026.

8. Broke Hill update – a meeting was held on 18 May 2026 with residents to discuss with two councillors present.

9. The planning log was noted. Cllr Marshall reported this was a very useful document. The Clerk advised that this would be upkept as applications came in.

10. Date of next meeting:

Wednesday 17th June 10:00am

The meeting closed at 1220 pm