

**TONBRIDGE AND MALLING BOROUGH COUNCIL**  
**PLANNING AND TRANSPORTATION ADVISORY BOARD**

**MINUTES**

**Wednesday, 10th November, 2021**

**Present:** Cllr J L Botten (Chairman), Cllr D J Cooper (Vice-Chairman), Cllr R W Dalton, Cllr D A S Davis, Cllr M O Davis, Cllr A P J Keeley, Cllr Mrs F A Kemp, Cllr D W King, Cllr H S Rogers, Cllr N G Stapleton and Cllr M Taylor

Councillor D Lettington was also present in the Council Chamber pursuant to Council Procedure Rule No 15.21

Councillors Mrs J A Anderson, R P Betts, V M C Branson, A E Clark, M A Coffin, N J Heslop, P M Hickmott, M A J Hood, F A Hoskins, D Keers, B J Luker, Mrs A S Oakley, W E Palmer, M R Rhodes, R V Roud, J L Sergison, K B Tanner and Mrs M Tatton participated via MS Teams and joined the discussion when invited to do so in accordance with Council Procedure Rule No 15.21

Apologies for absence were received from Councillors S A Hudson and D Thornewell

**PE 21/20 DECLARATIONS OF INTEREST**

Councillor M Davis declared an Other Significant Interest in the agenda items relating to the Local Plan on the grounds of his status as a partner of Warner's Solicitors. He noted however that he was entitled to remain in the meeting in accordance with the dispensation granted to him under section 33 of the Localism Act 2011 at Minute GP 19/13 (General Purposes Committee of 19 June 2019).

**PE 21/21 MINUTES**

**RESOLVED:** That the notes of the meeting of the Planning and Transportation Advisory Board held on 29 June 2021 be approved as a correct record and signed by the Chairman.

**MATTERS FOR RECOMMENDATION TO THE CABINET**

**PE 21/22 LOCAL PLAN UPDATE**

The report of the Director of Planning, Housing and Environmental Health provided an update on progress made in preparing a revised Plan following the decision made at Council in July 2021 to withdraw the Local Plan submitted to the Secretary of State on 23 January 2021. The report set out the priority pieces of evidence which needed to be

updated to prepare a document for the Regulation 18 consultations, including a Call for Sites exercise, and sought approval for a revised Local Plan Development Scheme setting out the key milestones to Adoption. It was noted that a report on the Local Plan Update, to be considered in private, provided details of financial and value for money implications (Minute Number PE 21/29 refers).

**RECOMMENDED:** That

- (1) the contents of the report, including the proposed way forward in respect of the new Call for Sites exercise set out in Section 1.1.9 to 1.1.16 and Annex 2 to the report, be noted; and
- (2) the Local Development Scheme, set out at Annex 3 to the report, be approved subject to the financial implications detailed in the Part 2 report on the Local Plan Update.

**\*Referred to Cabinet**

#### **PE 21/23 REVIEW OF PRE-APPLICATION ADVICE SERVICE**

The report of the Director of Planning, Housing and Environmental Health provided a review of the pre-application advice service offered by the Council and set out details of a number of revisions to the service and proposed new charges for the 2022/23 financial year.

**RECOMMENDED:** That Cabinet approve the following amendment with effect from 1 April 2022:-

- Adopt the updated Pre-application Charging Schedule 2022/23 as attached at Annex 2 to the report to the Planning and Transportation Advisory Board.

**\*Referred to Cabinet**

#### **PE 21/24 REVIEW OF THE PLANNING PERFORMANCE AGREEMENT PROTOCOL AND FEE CHARGING SCHEDULE**

The report of the Director of Planning, Housing and Environmental Health provided details of a review of the planning performance protocol and set out the proposed new charges for 2022/23.

**RECOMMENDED:** That

- (1) the following amendment be approved with effect from 1 April 2022:-

- Adopt the updated Planning Performance Agreement Charging Schedule 2022/23 as attached at Annex 2 to the report to the Planning and Transportation Advisory Board
- (2) the amendment and publication of the Planning Performance Agreement Protocol after 11 November 2021 be delegated to the Director of Planning, Housing and Environmental Health in consultation with the Cabinet Member for Strategic Planning and Transportation.

**\*Referred to Cabinet**

## **PE 21/25 DEVELOPMENT MANAGEMENT UPDATE**

(Decision Notice D210104MEM)

The report of the Director of Planning, Housing and Environmental Health provided an update on various matters pertaining to the Development Management function over the course of the year. It was noted that actions contained within the report would result in some savings in wider service efficiencies to support the Council's medium term financial strategy.

**RECOMMENDED:** That the contents of the report be noted and regard be had to the following:

- (1) Officers will commence a review of the Council's local validation requirements in accordance with the recommended processes set out in the Planning Practice Guidance;
- (2) Improvements will be made to messaging contained on the Council's website concerning use of the pre-application advice service and the Council's approach to not accepting amendments/additional information post submission where Planning Performance Agreements are not in place; and
- (3) Officers will continue to review the effectiveness of the adopted Section 106 Protocol with a substantive update to be reported to the Board after a further period of implementation.

## **PE 21/26 GATWICK NORTHERN RUNWAY CONSULTATION**

(Decision Notice D210105MEM)

The report of the Director of Planning, Housing and Environmental Health provided an overview of the Gatwick Northern Runway consultation and draft consultation response.

**RECOMMENDED:** That

- (1) The content of the report be noted; and
- (2) The Borough Council's objection to the northern runway proposals, as set out in the draft consultation response appended to the report, be approved and submitted to Gatwick Airport.

**PE 21/27 AFFORDABLE HOUSING PROTOCOL**

(Decision Notice D210106MEM)

The report of the Director of Planning, Housing and Environmental Health set out the policy approach for addressing affordable housing and sought approval to use it for Development Management purposes until the Local Plan was adopted.

**RECOMMENDED:** That the Affordable Housing Protocol, as set out at Annex 1 to the report, be approved for adoption by the Council for Development Management purposes, and that final approval of any changes required to the document before publication be delegated to the Director of Planning, Housing and Environmental Health in consultation with the Cabinet Members for Strategic Planning and Infrastructure and Housing.

**MATTERS FOR CONSIDERATION IN PRIVATE**

**PE 21/28 EXCLUSION OF PRESS AND PUBLIC**

The Chairman moved, it was seconded and

**RESOLVED:** That as public discussion would disclose exempt information the following matters be considered in private.

**PE 21/29 LOCAL PLAN UPDATE**

(Reasons: LGA 1972 Schedule 12A Paragraph 3 – Financial or business affairs of any particular person)

Further to the item considered in public (Minute Number PE 21/22 refers) the report of the Director of Planning, Housing and Environmental Health provided details of the financial and value for money implications in respect of the Local Plan Update.

**RECOMMENDED:** That

- (1) the additional funding requirement of circa £200,000 for the delivery of the Local Plan, as laid out in the Part 1 report on the Local Plan Update, be approved; and

- (2) it be noted that the increased budget provisions will be reflected in the budget setting processes for 2022/23 and 2023/24.

**\*Referred to Cabinet**

The meeting ended at 9.53 pm